



\*\*\* INVITATION TO BID \*\*\*  
May 15, 2023

**Project Information:**

- Project Name: ZSFG Building 5 Seismic Upgrade and Renovation
- Project Location: 1001 Potrero Avenue, San Francisco, CA 94110
  
- Project Owner: Department of Public Health, Zuckerberg San Francisco General (ZSFG)
- Project Manager/: San Francisco Public Works  
Owner's Rep Project Management Bureau  
49 Van Ness Avenue, Suite 1000  
San Francisco, CA 94103
  
- Project Architect: MEI Architects  
Lead Architect Steve Juergens
  
- Structural Engineer: Structus, Inc. (Project #4)
  
- General Contractor/: Charles Pankow Builders, Ltd.  
Construction Mgr. 1111 Broadway, Suite 200  
Oakland, CA 94607  
Project Mgr (P4): Kyle Marini
  
- Project Descriptions: The following project is being bid under the ZSFG Building 5 Seismic Upgrade and Renovation Projects program:
  1. Project #4 – Building 5 IT Infrastructure
    - New electrical distribution backbone servicing new IT rooms and equipment
    - Two (2) new chillers and CWL piping and risers throughout building to serve new FCUs for IT Infrastructure and rooms.
    - New IT infrastructure from BDF room to IDF closets throughout Building 5
    - One (1) BDF Room and associated equipment on the Ground Floor with Clean Agent fire protection.
    - One (1) new IDF Room on the First Floor
    - Conduit and Chilled Water Piping roughed-in above ceiling connecting the main riser shaft to source and destination points for electrical, IT, and chilled water feeds.
    - Low Voltage racks in new IT rooms.
    - New Electrical Room on the Ground Floor to serve IT Infrastructure.
    - Seismic anchorage for new equipment.



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Pkg #	Deferred Approval	Bid Package CSI	Bid Package Title	LBE %	Notes
02A		02 00 03 / 02 40 00 / 02 50 00	Infection Control / Demolition / Abatement	25	
08A		08 10 10	Doors, Frames & Hardware	25	
09A		09 20 00	Gypsum Board Assemblies	25	
09B		09 50 00	Ceilings	20	
09C		09 60 00	Flooring	20	
09D		09 90 00	Painting	40	
21A	X	21 00 00	Fire Suppression	25	
22A		22 00 00	Plumbing	25	
26A	X	26 00 00 / 27 00 00 / 28 00 00	Electrical / Low Voltage / Fire Alarm	25	*Pricing to be broken out by (a) Electrical (b) Low Voltage & Security (c) Fire Alarm



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**Bid Timeline**

- **Bid Advertisement** 05/15/2023 @ 11:59 PM PDT
- **Pre-Bid Meeting:** 05/22/2023 @ 10:00 AM PDT
- **Pre-Bid Meeting Location:** ZSFG Campus – Bldg 40 4<sup>th</sup> Flr Conference Rm
- **Non-Mandatory Job Walk** 05/22/2023 @ 11:00 AM PDT
- **Last date for QBDs from bidders:** 05/26/2023 @ 11:59 PM PDT
- **Last issuance of addenda/QBD Responses:** 06/07/2023 @ 11:59 PM PDT
- **Sealed Alternates (via Building Connected) Due:** 06/16/2023 @ 5:00 PM PDT
- **Sealed Bids (via Building Connected) Due Date:** 06/16/2023 @ 5:00 PM PDT

Publicly shareable link to Building Connected Request for Proposal Project:

Charles Pankow Builders, Ltd. reserves the right to reject any or all bids.



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**ENGINEERING ESTIMATES**

Pkg #	Bid Package CSI	Bid Package Title	Engineer Estimate
02A	02 00 03 / 02 40 00 / 02 50 00	Infection Control / Demolition / Abatement	\$532,632
08A	08 10 10	Doors, Frames & Hardware	\$104,476
09A	09 20 00	Gypsum Board Assemblies	\$477,900
09B	09 50 00	Ceilings	\$320,225
09C	09 60 00	Flooring	\$89,000
09D	09 90 00	Painting	\$142,150
21A	21 00 00	Fire Suppression	\$388,294
22A	22 00 00	Plumbing	\$615,788
26A	26 00 00 / 27 00 00 / 28 00 00	Electrical / Low Voltage / Fire Alarm	\$3,900,519

**\*Qualifications:**

- P4 estimates are based on ACD 05 Draft.
- Estimates do not include QBDS from first round of bidding



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**1. Instructions to Bidders**

- 1.1. PLEASE READ THESE INSTRUCTIONS FIRST. THESE INSTRUCTIONS HAVE BEEN CAREFULLY PREPARED TO HELP EXPLAIN AND SIMPLIFY THE SUBCONTRACTOR PROPOSAL PROCESS AND REQUIREMENTS. PANKOW IS UTILIZING WEB-BASED BIDDING SYSTEM "BUILDING CONNECTED" FOR THIS BID. ALL ACCESS TO BIDDING INFORMATION AND ALL BID SUBMISSION SHALL BE THROUGH BUILDING CONNECTED.
- 1.2. Charles Pankow Builders, Ltd. ("Pankow", or "Contractor") has been selected by **City & County of San Francisco – Department of Public Health** ("Owner") to perform the preconstruction and construction services on the **ZSFG – Building 5 Seismic Upgrade and Renovation** ("Project"). Pankow is seeking subcontractor bids for the specific elements of the project as identified in this Bid Package. Pankow intends to select subcontractors based on the response to this Bid Package. Thank you in advance for your interest in this project.
- 1.3. In this Package, Pankow is transmitting information that should be reviewed by subcontractors who will be submitting bids ("Subcontractor" or "Bidder"). All Bidders must review all Bid Documents prior to submitting a bid proposal.
- Submitting a proposal indicates that your company: (1) acknowledges this ITB; (2) has acquired the bid package documents; (3) has been notified by Pankow that the bidder has been pre-qualified to submit a bid for this scope of work; (4) accepts Pankow's Standard Subcontract and Exhibits.
- 1.4. **Site Conditions** – Bidder to perform an inspection of all existing site conditions to determine conditions which may affect its bid. Pankow is relying on the assumption that the Bidder has reviewed all site conditions and has prepared its bid accordingly. Bidder to report any discrepancies or limiting conditions to Pankow's attention immediately.
- 1.5. **Addenda** – Additional information may be issued during the bidding period in the form of an Addendum. Bidder shall include impact due to the Addendum in its bid. Bidder shall acknowledge receipt of all Addenda on its Bid Form.
- 1.6. **Bidder's Questions on Bid Documents** – All Questions on Bid Documents ("QBD") by Proposers must be directed in writing to Kyle Marini (kmarini@pankow.com) by the date specified on Building Connected. Any QBDs received after this date may not be responded to. Pankow will respond to the QBDs as quickly as feasible and will distribute responses via Addenda to all Proposers. All QBDs must be submitted on the QBD form included as an attachment to this ITB and submitted via email to the appropriate Trade Manager as outlined on Building Connected.
- 1.7. **Electronic Signature** – Pankow is initiating the use electronic signatures in the signing contracts using the DocuSign® application as a part of its paperless initiative. The DocuSign® application will be used as the mechanism to transmit and execute contract documents. Contractors will not incur any additional costs related to the implementation of this initiative.
- 1.8. **Pricing Hold** – Pricing submitted as a response to this ITB must be held for at least 90 days.

**2. Bid Package Documents**

**Table of Contents:**

Exhibit 01 Scope of Work	Exhibit 06 Project Schedule
Exhibit 02 Subcontract Additional Provisions	Exhibit 07 Insurance Requirements
Exhibit 03 Prime Contract Provisions	Exhibit 08 Lien Waivers
Exhibit 04 Contract Price Breakdown	Exhibit 09 Evidence of Financial Ability
Exhibit 05 Project Documents	Exhibit 10 Safety Requirements



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Exhibit 11 Quality Requirements  
Exhibit 12 Public Works Requirements  
Exhibit 13 LEAN Requirements

Exhibit 14 Design Build  
Exhibit 15 BIM/VDC Requirements  
Subcontract Agreement 301-CA

- 2.1. **Scope of Work/Special Pricing Instructions (Exhibit 01)** Pankow has prepared some pricing instructions specific to each trade bid package. These instructions will identify specification sections (if applicable) and provide some specific pricing instructions related to its trade bid package – for example Scope of Work Inclusions, Exclusions, Allowances, Alternates, Unit Pricing and Labor Unit Rates. All bidders shall submit its bid per Plans & Specifications and all Scope of Work instructions. This Scope of Work document containing the special pricing instructions is a preliminary version of the Exhibit 01 Scope of Work that will ultimately be included with the Pankow Subcontract awarded to the successful Bidder.
  - 2.2. **Subcontract Additional Provisions (Exhibit 02)** Pankow has prepared some additional provisions that will be relevant to the bidding. As opposed to the trade specific special pricing instructions which are included in the Exhibit 01 Scope of Work noted above, these Subcontract Additional Provisions are more general and are meant to apply to all subcontractors (as applicable) unless specifically noted otherwise. These Subcontract Additional Provisions help to summarize and describe what Pankow expects of its subcontractors; however, this document is not an all-inclusive listing. Subcontractors must also comply with relevant provisions from the prime contract documents even if these provisions are not specifically noted. This Subcontract Additional Provisions document is the preliminary version of Exhibit 02 Subcontract Additional Provisions that will ultimately be included with the Pankow Subcontract awarded to the successful Bidder.
  - 2.3. **Prime Contract Provisions (Exhibit 03)** This Prime Contract Provisions is a preliminary version of the Exhibit 03 Prime Contract Provisions that will ultimately be included with the Pankow Subcontract awarded to the successful Bidder.
1. **Local Hiring – Specification Section 00 73 30**
    - a) Local Hire by Construction Trade: Mandatory participation level in terms of Project Work Hours within each trade to be performed by Local San Francisco Residents is **30%**.
    - b) Local Apprentices: At least **50%** of the Project Work Hours performed by apprentices within each construction trade shall be performed by Local San Francisco Residents. Post-bid, Subcontractors are required to submit the Local Hiring labor projection forms via a Google Docs Form.
  2. **Local Business Enterprise (LBE) Requirement**
    - a. Bidder agrees to partner with the Contract Monitoring Division (“CMD”) to provide Local Business Enterprises (“LBE”) with meaningful opportunities to participate in the construction of the Project.
    - b. LBE Participation Requirement. Pankow has committed to an overall LBE participation goal of **20%** for the entire CM/GC Contract with SF Public Works. Specific **LBE participation percentages vary by bid packages** and are **mandatory**. Refer to the table above and Exhibit 1(s) for each package to determine that scope’s required participation percentage. All LBEs must be certified by CMD pursuant to Chapter 14B of the Administrative Code.
    - c. **Bids that are submitted without required CMD documentation will be deemed non-responsive and rejected by SF Public Works.** See example CMD forms provided as an attachment to this ITB for explanation for how forms are to be completed for submission with bid.



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d. **Resources/Contacts:**

- i. Selormey Dzikunu (SFPW) [Selormey.Dzikunu@sfdpw.org](mailto:Selormey.Dzikunu@sfdpw.org) 415-939-9339
- ii. Jason Duong (Pankow) [jduong@pankow.com](mailto:jduong@pankow.com) 510-385-5404

3. **General Prevailing Wage**

- a. General Prevailing Wage rates as determined by the State Department of Industrial Relations are required for this project. All subcontractors will be required to submit certified payroll reports into LCPTracker for online tracking and monitoring.

- 2.4. **Contract Price Breakdown (Exhibit 04)** The Price Breakdown of the Bid Form is a preliminary version of the Exhibit 04 Contract Price Breakdown that will ultimately be included with the Pankow Subcontract awarded to the successful Bidder.

**Proposal Response Form (Exhibit 04A)** Pankow has prepared a Bid Form that must be used in addition to Subcontractor's Form of Proposal when responding to this package. **Bidder must completely fill out and submit the Bid Form with their proposal via Building Connected. Bidder that fails to submit the Bid Form may be deemed unresponsive.** The Bid Form is specific to each trade bid package.

Please note that the Bid Form requires Bidders to provide and complete further information in addition to the bid price breakdown. Please review the Bid Form as early as possible so you are aware of all of the information that must be provided to submit a Responsive Bid.

**Pricing must be broken down by trade bid package and into separate projects per the bid form line items on Building Connected.**

**Voluntary Alternates** Bidder is to submit its base proposal in strict accordance with the requirements of the bidding documents. However, Pankow and SFPW would like to provide bidders with the opportunity to submit creative alternates to reduce the base scope price. Due to San Francisco public bidding regulations, a separate Building Connected project has been set up for subcontractors to submit their voluntary deductive alternates. The deadline for submitting alternates is the same as the bid deadline.

**Alternates will be considered only if they do not impact the project schedule and require substantial modifications to the contract drawings/specifications.**

SFPW will review and either accept/reject the alternates prior to opening the bid packages. At bid opening, the accepted alternates will be declared PRIOR to unsealing the bids, and the accepted alternates will be factored into the evaluation of the lowest bid price determination.

**Textura Payment Management System** Unless otherwise directed or authorized, in writing, by Contractor, all Applications for Payment and all supporting documents (including but not limited to lien waivers, sworn statements, and the like) for Subcontractor and its sub-subcontractors and suppliers, shall be in electronic format and shall be submitted to Contractor using the Oracle Textura Payment Management (TPM) system. Subcontractor shall be responsible for the fees and costs owed associated with Subcontractor's use of TPM. Subcontractor shall include a similar provision in its sub-subcontracts and purchase orders. Fees to Subcontractors are calculated as 0.22% (22 basis points) of contract value (plus applicable taxes), with a maximum fee of \$3,750. Fees to Subcontractors' sub-subcontractors and suppliers are a fixed fee of \$100 per sub-subcontractor or supplier contract. A project computer will be made available the week prior to the close of the pay draw for Subcontractors wishing to submit its application on site. Scheduling the use of the computer or assistance with billing applications is to be scheduled with the Process Engineer.





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- 2.5. **Project Documents (Exhibit 05)** The Owner, Design Team, and Pankow have prepared several documents including, but not limited to, plans, specifications, narratives, reports and other documents that are pertinent to establishing the project requirements and scope of work. This Project Documents List is a preliminary version of the Exhibit 05 Project Documents that will ultimately be included with the Pankow Subcontract awarded to the successful Bidder. **Give particular attention to the Project Document List which outlines all required documents as well as highlights revised documents for this rebid.**

**PLEASE NOTE:** Bidder understands that some information required in determining the exact scope of work may not be contained in the project documents. If bidder sees anything within these documents that it feels is missing or needs clarification, please notify Pankow via the QBD process outlined under section 1.6 of this ITB to get clarification. Price should include a complete and finished facility consistent with the intent of the documents.

- 2.6. **Project Schedule (Exhibit 06)** This Project Schedule is a preliminary version of the Exhibit 06 Project Schedule that will ultimately be included with the Pankow Subcontract.

**Cost Escalation** Bidder shall include in its bid the anticipated cost of the Work at the time the project is anticipated to be constructed based on the Project Schedule included in this bid package, including escalation in materials, labor and all other components.

- 2.7. **Insurance Requirements (Exhibit 07)**

**CCIP GL Credit:** For bidding purposes, assume Pankow will have a General Liability only CCIP in place. Exhibit 07C of the Standard Subcontract defines the responsibilities and minimum insurance coverage outside of the CCIP that will be required for each Bidder at their cost. This Insurance document is a preliminary version of the Exhibit 07C (CCIP) Insurance Requirements that will ultimately be included with the Pankow Subcontract awarded to the successful Bidder. Each Bidder shall include the cost of its normal General Liability & Excess Liability insurance in its bid, including profit & overhead. Pankow shall issue a monthly retention amount calculated from the worksheets provided by subcontractor from all progress payments as payment for Subcontractor's participation in the Insurance Program. An audit of final contract value will be performed at the end of the project to determine the final total retention amount. Subcontractor shall comply fully with all documentation submittal requirements as outline in the Project Insurance Manual.

- 2.8. **Lien Waivers (Exhibit 08)** These Lien Waivers are a preliminary version of the Exhibit 08 Lien Waivers that will ultimately be included with the Pankow Subcontract awarded to the successful Bidder.

- 2.9. **Evidence of Financial Ability (Exhibit 09)** This Evidence of Financial Ability is a preliminary version of the Exhibit 09 Evidence of Financial Ability that will ultimately be included with the Pankow Subcontract awarded to the successful Bidder.

**Bonding Proposals shall include the cost of Payment and Performance Bond premiums.**

- 2.10. **Safety Requirements (Exhibit 10)** This document is a preliminary version of the Exhibit 10 Safety Requirements that will ultimately be included with the Pankow Subcontract awarded to the successful Bidder.

- 2.11. **Quality Requirements (Exhibit 11)** This document is a preliminary version of the Exhibit 11 Quality Requirements that will ultimately be included with the Pankow Subcontract awarded to the successful Bidder.





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- 2.12. **Public Works Requirements (Exhibit 12)** This document is a preliminary version of the Exhibit 12 Public Works Requirements that will ultimately be included with the Pankow Subcontract awarded to the successful Bidder.
- 2.13. **LEAN Requirements (Exhibit 13)** This document is a preliminary version of the Exhibit 13 LEAN Requirements that will ultimately be included with the Pankow Subcontract awarded to the successful Bidder.
- 2.14. **Designer Acknowledgements (Exhibit 14)** (Applicable Trades Only) This document is a preliminary version of the Exhibit 14 Designer Acknowledgements that will ultimately be included with the Pankow Subcontract awarded to the successful Bidder.
- 2.15. **BIM/VDC Requirements (Exhibit 15)** This document is a preliminary version of the Exhibit 15 BIM/VDC Requirements that will ultimately be included with the Pankow Subcontract awarded to the successful Bidder.

**Building Information Modeling** Bidder is advised that Pankow will be using Building Information Modeling ("BIM") in this project. Only certain trades are required to participate in BIM coordination. Please review Trade Specific Scope of Work / Special Pricing Instructions and the BIM Execution Plan for your BIM participation requirements

- 2.16. **Standard Subcontract Agreement 301-CA** Pankow's Standard Subcontract Agreement.

### 3. Selection Criteria

- 3.1. All bidders must have been pre-qualified by Pankow Builders in accordance to the project prequalification process in order to be eligible to submit bids for these bid packages. Subcontractors will be awarded the bid package based the lowest overall submitted bid that is both responsive and responsible to all contract and bid requirements.

[END]