



CONTRACT MONITORING DIVISION OFFICE OF THE CITY ADMINISTRATOR



London N. Breed, Mayor
Carmen Chu, City Administrator

Stephanie Tang, Director

000005627 - PW SUNSET BLVD PAVEMENT RENOVATION Pre-Bid Meeting, Thursday, July 13, 2023 @ 10:00 AM

Microsoft Teams Meeting

[+1 415-906-4659,798670902#](tel:+14159064659798670902)

United States, San Francisco

Phone Conference ID: 798 670 902#

[Click here to join the meeting](#)

Meeting ID: 287 309 508 023

Passcode: vSaAvt

CMD Contact Information: Selormey Dzikunu at (628) 271-2094 selormey.dzikunu@sfgov.org or
Sheila Tagle (415) 581-2315 sheila.tagle@sfgov.org

Local Business Enterprise

This Contract is subject to the applicable requirements of Chapter 14B of the San Francisco Administrative Code. Details are specified in CMD Attachment 1. Please refer to the CMD website to download a copy of CMD Attachment 1: <https://sfgov.org/cmd/file/2088>

Bid Discounts

San Francisco Micro and Small LBE Prime Contractors will receive a 10% bid discount for this project. SF LBE Prime contractors that apply for the bid discount must be certified by the bid due date.

A 5% bid discount may apply to any Bid from an SF SBA-LBE. The 5% bid discount for SF SBA-LBEs, however, will not be applied if it would adversely affect an SF Small-LBE or Micro-LBE.

If you are interested in being CMD LBE-certified, please contact our certification unit at lbecert@sfgov.org

LBE Subcontracting Participation Requirement

The LBE Subcontractor Participation Requirement for this project is 25%.

Only Contract Monitoring Division certified SF Small-LBEs and Micro-LBEs can be utilized to comply with the LBE Subcontractor Participation Requirement. A listing of the LBE-certified firms is available on the CMD website.

SF LBE subcontractors must be certified on the bid due date *and* they must be certified in the areas or scope of work that they are being listed to perform. For example, to be get credit for using an LBE subcontractor for traffic control, the sub-contractor must be LBE-certified as a micro or small LBE for traffic control.

Good Faith Efforts Requirements

Bidders should also submit documented good faith efforts. There are three approaches available to demonstrate good faith outreach to SF LBE-certified firms.

- Under Approach A, the Prime Proposer must exceed the project's LBE participation requirement by 35%. For this project, 35% of the 25% sub-participation requirement is 33.75%
- Under Approach B, the Prime must list an SF Micro-LBE subcontractor on its Bid that have not been listed on its last five (5) most recent City awarded contracts that has an LBE sub participation requirement.
- Under Approach C, the Prime must earn at least 50 points by demonstrating that it negotiated with LBEs in good faith. The Prime must submit supporting documentation as outlined under this approach at the time of bid in order to earn points.

Please refer to CMD Attachment 1, Form 2B for details and forms on how to comply with the good faith outreach effort requirements: [CMD Attachment 1 - 7.1.22.pdf \(sfgov.org\)](#). Please see pages 13 to 17 for Form 2B.

CMD Bidding Forms

Forms to be submitted with the Bid:

- Please submit CMD Form 2B (Good Faith Outreach) found in the CMD Attachment 1.
- Section 00 43 36 of the bid specifications must be submitted with the bid.

5-day Submittals from CMD Attachment 1:

The apparent low bidder must submit to CMD, by 5pm on the fifth business day after bid opening the following:

Form 3: CMD Compliance Affidavit
Form 6: LBE Subcontractor Participation Affidavit
Form 6A: LBE Trucking Form (if applicable)

Forms are found in the following link: [CMD Attachment 1 - 7.1.22.pdf \(sfgov.org\)](#). Please see pages 18-21.

Tracking LBE Participation:

Compliance with Chapter 14B requirements will be monitored through People Soft. Prime contractors and subcontractors who are awarded contracts as a result of the bid process are required to use the City's web-based system, People Soft, to submit prime contractor and subcontractor payment information.