



# ANNOUNCEMENT

## CITY & COUNTY OF SAN FRANCISCO SAN FRANCISCO PUBLIC WORKS

Sourcing Event ID 8520

### REQUEST FOR PROPOSAL

#### Contract Management and Project Controls Services for the San Francisco Municipal Transportation Agency (SFMTA) Potrero Yard Modernization Project

**Advertisement Date: September 15, 2023**

<https://sfcitypartner.sfgov.org/pages/index.aspx>

San Francisco Public Works (Public Works), a department of the City and County of San Francisco (City), announces a Request for Proposal (RFP), seeking qualified suppliers (“Proposers”) to provide proposals for Contract Management and Project Controls Services for the SFMTA Potrero Yard Modernization Project (Potrero Project).

The Selected Proposer will be responsible for providing Contract Management and Project Controls for the SFMTA Potrero Project. This project involves design and construction performed under a design-build-finance-operate-maintain (DBFOM) Project Agreement. SFPW project management will remain the project delivery lead while the Selected Proposer will support in managing and administering the design and construction work conducted by a private-sector developer. Services may include:

- 1) General oversight of developer’s quality assurance and quality control systems and processes during design and construction of the infrastructure facility that will house the bus yard component of the project;
- 2) Provide robust project controls with respect to cost management, schedule management, and change management; and
- 3) Monitoring status, reviewing developer’s reporting updates, and producing reporting materials to various project stakeholders on a variety of topics

The contract resulting from this RFP will have an initial term of 1,643 days. It is anticipated that the project will reach commercial and financial close with a fully executed DBFOM Project Agreement by mid-2024. Final design activities are expected to commence in summer of 2024, with the move-out and decommissioning of the existing facility and commencement of construction in Quarter 3 of 2024. Construction is expected to be completed by end of calendar year 2027.



The City estimates that the contract amount for the Scope of Services will be approximately \$5,000,000. This budgeted amount is based on the City's estimated spend over the anticipated contract term.

**Pre-Proposal Conference Information:**

A. Prospective Proposers must sign up for the virtual live stream event in advance of the Pre-Proposal Conference via this link <https://forms.office.com/g/6NTupxtRKn> Upon registration, a separate Microsoft Teams meeting invitation will be issued to the attendees.

B. Pre-Proposal Conference will be held on Thursday, September 28, 2023 at 10:00 AM, Pacific Daylight Time (PDT) via an Audio/Virtual Conference through Microsoft Teams. Physical presence is not required. Please join the Microsoft Teams Meeting via the provided link [Click here to join the meeting](#) via link or call [+1 415-906-4659](tel:+14159064659) . Conference ID: 320 668 749#

C. Any questions regarding the RFP must be submitted by 2:00 PM, PDT on October 6, 2023 via email to the Project Manager at [Tim.Kempf@sfdpw.org](mailto:Tim.Kempf@sfdpw.org).

Proposers must log in and upload complete proposals into the SF City Partner Website, <https://sfcitypartner.sfgov.org/pages/index.aspx> no later than **2:00:00 P.M. PDT on Friday, October 27, 2023**. Proposers are required to submit proposals as specified in the RFP, and late submissions will not be considered.

**A Local Business Enterprise (LBE) sub-consulting requirement of 10% of the total value of services to be procured is applicable for this project.** Further details on the Contract Monitoring Division (CMD) requirements can be found in the RFP. Rating bonuses may apply to resulting contracts for eligible LBE/LBE Joint Venture proposers in accordance with the San Francisco Administrative Code Chapter 14B. For CMD-related inquiries, please contact Selormey Dzikunu at [Selormey.Dzikunu@sfdpw.org](mailto:Selormey.Dzikunu@sfdpw.org) or Ivan Oldenkamp at [ivan.oldenkamp@sfgov.org](mailto:ivan.oldenkamp@sfgov.org).

**Limitation on Communications During Solicitation.** From the date this Solicitation is issued until the date the competitive process of this Solicitation is completed (either by cancelation or final Award), Proposers and their subcontractors, vendors, representatives and/or other parties under Proposer's control, shall communicate solely with the Contract Administrator whose name appears in this Solicitation. Any attempt to communicate with any party other than the Contract Administrator whose name appears in this Solicitation – including any City official, representative or employee – is strictly prohibited. Failure to comply with this communications protocol may, at the sole discretion of City, result in the disqualification of the Proposer or potential Proposer from the competitive process. This protocol does not apply to communications with the City regarding business not related to this Solicitation.

**Document Access:** Digital files of the RFP, Addenda and other supporting documents can be downloaded at no cost at SF City Partner Website: <https://sfcitypartner.sfgov.org/>.

Please note that all dates and details mentioned in this announcement are subject to change, so it is essential to regularly check the SF City Partner Website and follow the provided communication guidelines throughout the RFP process. We look forward to receiving your proposals and working together on the Potrero Project.