



ANNOUNCEMENT

CITY & COUNTY OF SAN FRANCISCO SAN FRANCISCO PUBLIC WORKS

Sourcing Event ID 9154

REQUEST FOR QUALIFICATIONS

Engineering and Specialized Services for

San Francisco Public Utilities Commission – Millbrae Campus Improvement Project

Advertisement Date: March 19, 2024

<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 Qualifications (RFQ), seeking qualified suppliers (“Proposers”) to provide proposals for engineering design, construction administration, and specialty consulting services for the San Francisco Public Utilities Commission - Millbrae Campus Improvements Project, located at 1000 El Camino Real, Millbrae, CA 94030.

The contract resulting from this RFQ will have an initial term of 2,920 calendar days (8 years). The not to exceed (“NTE”) amount for a contract awarded pursuant to this Solicitation cannot be anticipated at the time of this Solicitation but shall be based on the negotiated rates between the selected Proposal and City. This amount shall be based on Proposer’s anticipated cost for the deliverables identified herein. Should City’s actual spending exceed Proposer’s anticipated cost for the deliverables identified herein, City may in its sole discretion increase the contract NTE accordingly.

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/uJwGYZ7qtj>. Please ensure to indicate if you will be attending in person or virtually. **All attendees must register to ensure they receive the Microsoft Teams meeting invitation. Kindly note that failure to RSVP may result in difficulties accessing the meeting, even with the Meeting Conference ID.**

B. Pre-Proposal Conference will be held on Tuesday, March 26, 2024, at 2:30 PM, PST, allowing both in-person attendance and virtual participation via Microsoft Teams. San Francisco Public Works encourage all proposers to attend on time.

For those attending in person, the conference will be held at 49 South Van Ness Ave. Floor 12, San Francisco, CA 94116 at Paris Conference Room.



For those attending via Microsoft Teams, please join the meeting via the provided link [Click here to join the meeting](#) or call [+1 415-906-4659](tel:+14159064659) . Conference ID: 705107 217#

Any questions regarding the RFQ must be submitted by 5:00 PM, PST on April 02, 2024, via email to ContractAdmin.Staff@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 **4:00:00 P.M. PST on Friday, April 19, 2024**. Proposers are required to submit proposals as specified in the RFQ, and late submissions will not be considered.

A Local Business Enterprise (LBE) sub-consulting requirement of 20% 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 RFQ. 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 Michelle Kassatly, the CMD Contract Compliance Officer for the SFPUC, at 408-641-8031 or michelle.kassatly@sfgov.org.

Limitations 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 RFQ, 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 RFQ process. We look forward to receiving your proposals and working together on the SFPUC Millbrae Campus Improvement Project.