



ANNOUNCEMENT

CITY & COUNTY OF SAN FRANCISCO SAN FRANCISCO PUBLIC WORKS

Sourcing Event ID 8628

Request for Qualifications

SF Municipal Transportation Agency Garage Assessment

Advertisement Date: June 06, 2024

This Solicitation can be viewed on the City's Supplier Portal at:

<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 facility assessment on nineteen (19) public garages managed by San Francisco Municipal Transportation Agency and San Francisco Recreation and Park Department.

The contract resulting from this RFQ will have an initial term of sixteen (16) months. The City intends to award one (1) contract with the anticipated contract amount of \$2,200,000 for the initial term. Public Works reserves the right to commence, close, reduce, increase the contract amount, and change the number of contracts to be awarded, consistent with the City requirements.

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 Sheila Tagle, the CMD Contract Compliance Officer, at (415)581-2315 or sheila.tagle@sfgov.org

Pre-Proposal Conference Information:

A. Pre-Proposal Conference will be held on **Monday, June 17, 2024, at 3:00 PM**, 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** . Phone Conference ID: 543 290 819#



B. 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/4kP9JkEn53>. Upon registration, the Microsoft Teams meeting invitation will be issued to the attendees.

C. Any questions regarding the RFQ must be submitted by 5:00 PM, PDT on Friday, June 21, 2024 via email to the Contract Administrator at ContractAdmin.Staff@Sfdpw.org

Proposal Submittal: Proposers must upload their complete Proposals into the City's Supplier Portal: <https://sfcitypartner.sfgov.org/pages/index.aspx> no later than **2:00 P.M. Pacific Time on July 24, 2024**, as specified in the RFQ. Late submittals will not be considered.

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/>. Notices regarding Addenda and other RFQ changes will also be posted in the Supplier Portal.

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 this project.