



## ANNOUNCEMENT

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

#### Sourcing Event ID 8591

#### Request for Proposals

#### Street Tree Light Detection and Ranging (LiDAR) Survey

Advertisement Date: August 01, 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 Proposals (RFP), seeking qualified suppliers ("Proposers") to provide a cloud-based software solution. This solution will enable viewing of 3D models of street trees derived from Light Detection and Ranging (LiDAR) data. The project includes bi-annual LiDAR data collection over four years, technical support for integrating new data with the existing street tree dataset, and compatibility with current Public Works systems. This initiative aims to enhance Public Works street tree inventory with up-to-date, detailed information to better care for the city's urban forest.

**Anticipated Contract Amount and Duration.** The contract resulting from this RFP will have an initial term of four (4) years. The City intends to award one (1) contract with the anticipated contract amount of \$931,000 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 for this project has been waived** by the Contract Monitoring Division (CMD). Rating bonuses may apply to resulting contracts for eligible LBE proposers in accordance with the San Francisco Administrative Code Chapter 14B. For CMD-related inquiries, please contact CMD Contract Compliance Officer, Vivian Liu, at [vivian.y.liu@sfgov.org](mailto:vivian.y.liu@sfgov.org)

#### **Pre-Proposal Conference Information:**

A. Pre-Proposal Conference will be held on **Thursday, August 15, 2024, 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) . Phone Conference ID: 856 679 484#**

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

C. Any questions regarding the RFP must be submitted by 5:00 PM, PDT on Monday, August 19, 2024, via email to the Contract Administrator at [ContractAdmin.Staff@Sfdpw.org](mailto: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. on Friday, August 30, 2024**, as specified in the RFP. 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 RFP, 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 RFP 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 RFP process. We look forward to receiving your proposals and working together on this project.