

**ADVERTISEMENT FOR BIDS  
CITY & COUNTY OF SAN FRANCISCO  
SAN FRANCISCO PUBLIC WORKS**

Sourcing Event ID No.: 0000004850

**GENERAL AS-NEEDED CONTRACT G21 TREE SERVICES  
(PW GAN G21 TREE SRVCS)**

Bids shall be submitted online via ShareFile until **2:30:00 p.m. on November 20, 2024**, after which the bid opening will be conducted live online via Microsoft Teams. Contract Administration will email the Microsoft Teams meeting information to all Plan Holders approximately 24 hours prior to Bid opening. Digital files of Bid Documents, Plan Holders Lists, and Addenda may be downloaded at no cost from the Public Works Electronic Bid Documents Download site at <https://bsm.sfdpw.org/ContractAdmin/Login.aspx>. Please visit the Contracts, Bids and Payments webpage at <https://bidopportunities.apps.sfdpw.org> for more information. Notices regarding Addenda and other bid changes will be distributed by email to Plan Holders.

Scope of Work: The scope of work is tree maintenance work which includes but is not limited to tree planting, tree removal, pruning, stump grinding, tree waste removal, emergency tree services, and incidental traffic routing at various locations throughout San Francisco, CA. The time allowed for completion is 730 consecutive calendar days. The estimated construction cost is approximately \$4,500,000. For more information, contact the Project Manager Jon Swae by phone: 415-760-1125 or email: [jon.swae@sfdpw.org](mailto:jon.swae@sfdpw.org)

The Contract Term is Seven Hundred and Thirty days from the date of notification to Contractor of executed Contract or when the cumulative amount of issued Contract Service Orders reaches the Maximum Contract Value, whichever comes first. The Contract Term may be extended up to 5 years to complete the work of issued Contract Service Order, but no new Contract Service Orders will be issued after the first 4 years.

Bids will not be accepted from contractors currently holding a similar contract with San Francisco Public Works, except when such existing contract will expire in 120 days or fewer from the date Bids are due for this Contract, or if the contractor has been issued Contract Service Orders valued by the City in an amount equal to or exceeding 90% of the Maximum Contract Value of the existing contract. A similar contract is an as-needed contract for tree services with similar scope to that of this solicitation.

On July 1, 2014, the registration program under section 1725.5 of the California Labor Code went into effect. The program requires that all contractors and subcontractors who bid or work on a public works project register and pay an annual fee to the California Department of Industrial Relations ("DIR").

No contractor or subcontractor may be listed in a bid or awarded a contract for a public works project unless registered with the DIR as required by Labor Code section 1725.5 [with limited exceptions from this requirement for bid purposes only under Labor Code section 1771.1(a)].

Pursuant to San Francisco Administrative Code ("Administrative Code") Section 6.64(a) – As-Needed Contracts, work shall be assigned on a Contract Service Order basis. None of the requirements of this Chapter or Administrative Code Chapters 12B, 12C and 12D.A are waived for as-needed contracts.

Pursuant to San Francisco Administrative Code ("Administrative Code") Section 6.25 and Chapter 25 of the Environment Code, "Clean Construction" is required for the performance of all work. The Specifications include liquidated damages. Contract will be on a Lump Sum Bid Items With Unit Prices basis. Progressive payments will be made.

The Contract will be awarded to the lowest responsible responsive bidder.

A bid may be rejected if the City determines that any of the bid item prices are materially unbalanced to the potential detriment of the City.

Bid discounts may be applied as per Administrative Code Chapter 14B. LBE Subcontracting Participation Requirement is **15%**. For details, contact Ivan Oldenkamp by phone at 415-581-2310 or by email at [ivan.oldenkamp@sfgov.org](mailto:ivan.oldenkamp@sfgov.org). In accordance with Administrative Code Chapter 14B requirements, good faith efforts may apply. Refer to CMD Form 2B.

An online pre-bid meeting will be held on **Wednesday, November 6, 2024 at 1:00pm**

Refer to Section 00 21 13 Appendix B for a guide to joining a Microsoft Teams meeting.

**Microsoft Teams** [Need help?](#)

[Join the meeting now](#)

Meeting ID: 290 737 125 036

Passcode: JvzSDY

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**Dial in by phone**

[+1 415-906-4659,5703160#](tel:+141590646595703160) United States, San Francisco

[Find a local number](#)

Phone conference ID: 570 316 0#

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For information on the City's Contractor Development Program, call (415) 986-3999 or email [cdp@imwis.com](mailto:cdp@imwis.com).

A corporate surety bond or certified check for 2.5 percent (2.5%) of the amount bid must accompany each bid. Refer to the Project Manual for further instructions regarding submission requirements for bid security. Administrative Code Section 6.22(a) requires all construction greater than \$25,000 to include performance and payment bonds for 100% of the contract award. The bonds shall be for a sum of not less than 100% of the cumulative value of all issued Contract Service Orders under the as-needed Contract or at least 25% of the Maximum Contract amount, whichever is greater.

**Class "D-49"** license is required to bid.

In accordance with Administrative Code Chapter 6, no bid is accepted and no contract in excess of Threshold is awarded by the City and County of San Francisco Department of Public Works until such time as the Mayor approves the contract for award and the Director of Public Works then issues an order of award.

Beginning on September 1, 2022, no Bid is accepted and no contract in excess of the Threshold Amount is awarded by the City and County of San Francisco until such time the Director of Public Works recommends the contract for award and the Public Works Commission then adopts a resolution awarding the Contract.

Pursuant to Charter Section 3.105, all contract awards are subject to certification by the Controller as to the availability of funds.

Minimum wage rates for this project must comply with the current General Prevailing Wage as determined by the State Department of Industrial Relations. Minimum wage rates other than applicable to General Prevailing Wage must comply with Administrative Code Chapter 12P, Minimum Compensation Ordinance.

This Project is subject to the requirements of the San Francisco Local Hiring Policy for Construction ("Policy") as set forth in Administrative Code Section 6.22(g). Bidders are hereby advised that the requirements of the Policy will be incorporated as a material term of any contract awarded for the Project. Refer to Section 00 73 30 of the Project Manual for more information.

Bidders are hereby advised that the Contractor to whom the Contract is awarded must be certified by the Contract Monitoring Division as being in compliance with the Equal Benefits Provisions of Article 131 of the San Francisco Labor and Employment Code within two weeks after notification of award.

If a bidder objects on any ground to any bid specification or legal requirement imposed by this Advertisement for Bids, the bidder shall, no later than the 10<sup>th</sup> working day prior to the date of Bid opening, provide written notice to the Contract Administration Division, San Francisco Public Works, setting forth with specificity the grounds for the objection.

Right reserved to reject any or all bids and waive any minor irregularities.