



# RFQP for CM/GC Services SFFD Division of Training Project Pre-Proposal Conference

Sourcing Event ID: 0000009884

December 5, 2024

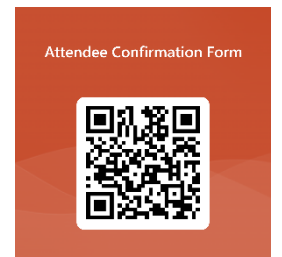


[www.sfdpw.org](http://www.sfdpw.org)



To verify attendance, please sign-in **during** this meeting,  
by using the website below or the QR code →

<https://forms.office.com/g/hQHipMiEZt>



# Agenda

○ Indicates Corrections (after presentation)

1. Housekeeping
2. Earthquake Safety and Emergency Response Bond Overview
3. Project Organization
4. Project Overview
5. City Requirements
  - Office of Economic Workforce Development (OEWD) – Lilli Morales
  - ▪ Office of Labor Standards Enforcement (OLSE) – Lucio Sanchez
  - Contract Monitoring Division (CMD) – James Chung
6. Project Schedule
- 7. RFQP Schedule
- 8. RFQP Submittal Requirements (Section XI)
9. RFQ / RFP Selection Process (Section XII)
10. Questions and Answers

# Housekeeping

1. Please mute your microphone during presentation. There will be an opportunity for questions at the end.
2. Addendum No. 1 will be posted Monday 12/9/24
3. To verify attendance, please sign-in **during** this meeting by using the following website: <https://forms.office.com/g/hQHipMiEZt>

OR by using this QR Code:



# Earthquake Safety and Emergency Response (ESER) 2020 Bond Program Overview

Bond Component	Description & Key Deliverables
<b>Emergency Firefighting Water System</b>	Renovate, expand, and seismically upgrade the City's <b>Emergency Firefighting Water System</b>
<b>Neighborhood Fire Stations and Support Facilities</b>	Strengthen, improve, and rehabilitate <b>Neighborhood Fire Stations and Support Facilities</b> , including the replacement of the firefighter training facility currently located on Treasure Island
<b>District Police Stations and Support Facilities</b>	Make seismic, safety and operations improvements to district police stations and City-owned <b>District Police Stations and Support Facilities</b>
<b>Disaster Response Facilities</b>	Upgrade or replace critical City-owned <b>Disaster Response Facilities</b> to assure the City can deploy aid, provide shelter, and coordinate emergency response activities
<b>911 Call Center</b>	Expand the <b>9-1-1 Response Facilities</b> to provide more dispatchers, new technologies and increased efficiencies

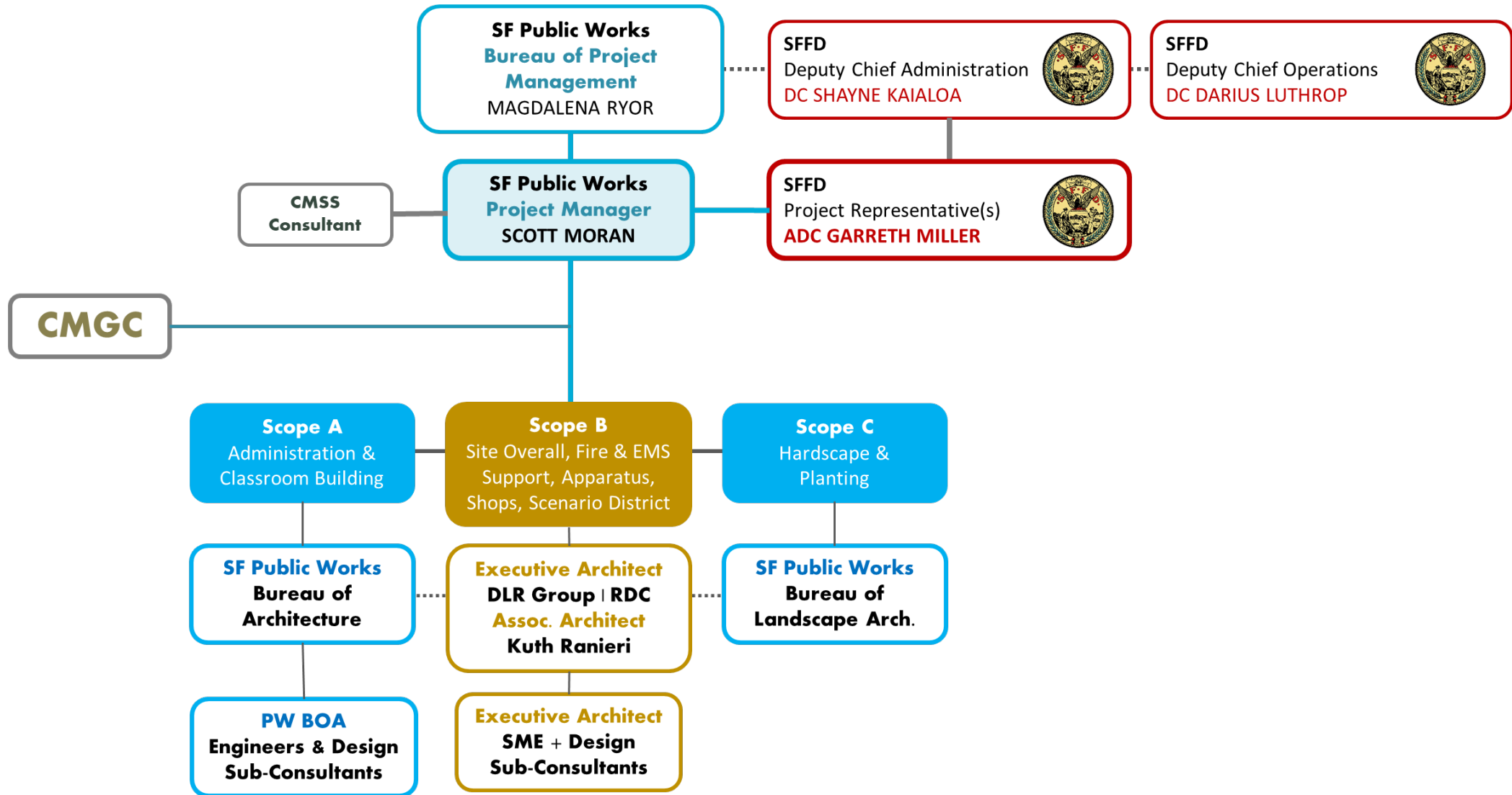
General Obligation Bond Measure approved by voters in March 2020

The bond, which is the third installment of the ESER program, will fund upgrades and much-needed improvements to capital infrastructure that will allow San Francisco to quickly respond to a major earthquake or other disaster and recover from its aftermath.

<https://sfpublicworks.org/eser-2020>

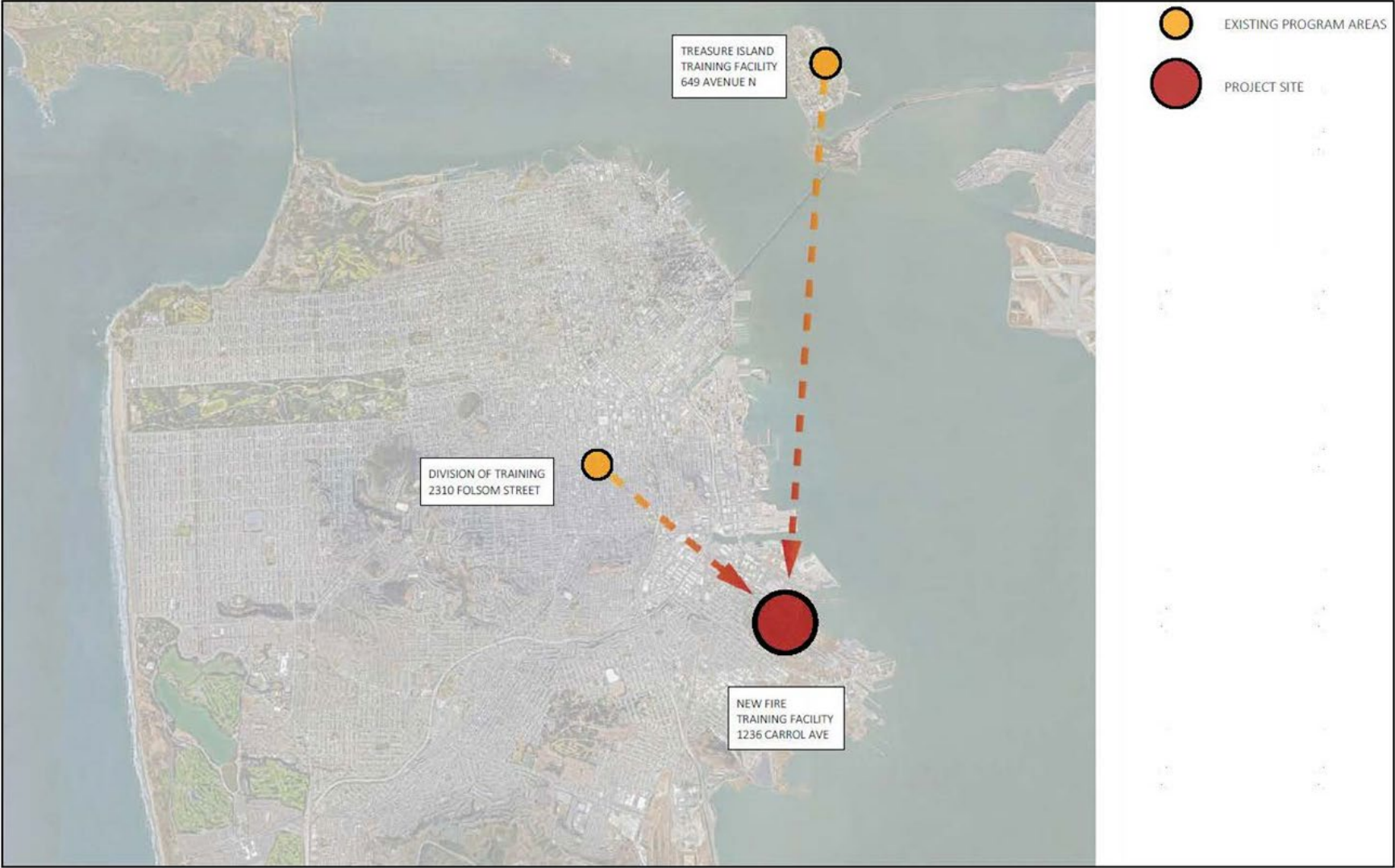


# Project Organization





# Project Overview – Consolidation / Move of Two Facilities





# Project Overview – Location





# Project Overview – Existing Site Conditions





# Project Overview – Existing Site Conditions





# Project Overview – Site Views



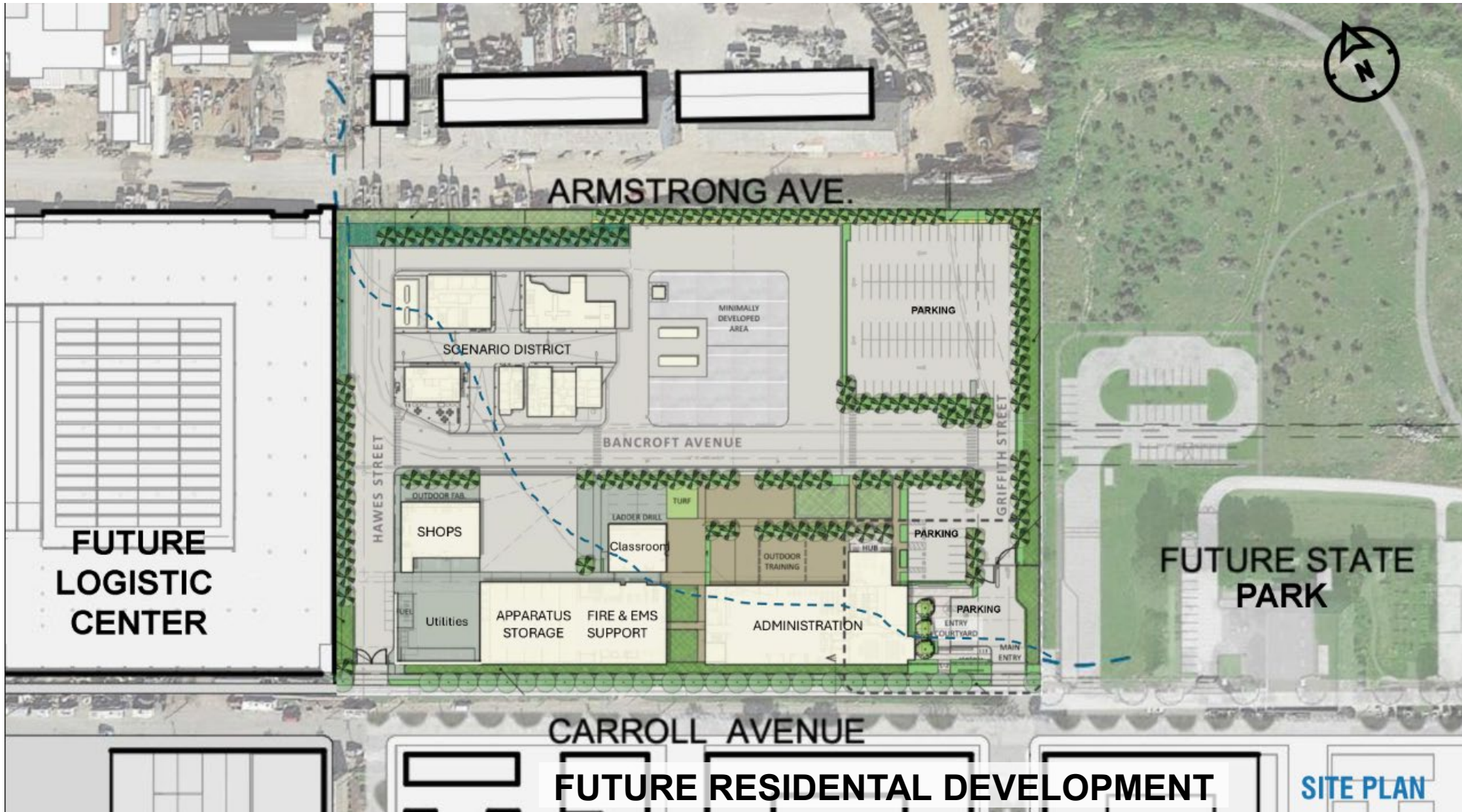


# Project Overview – Land Components





# Project Overview – Neighboring Sites



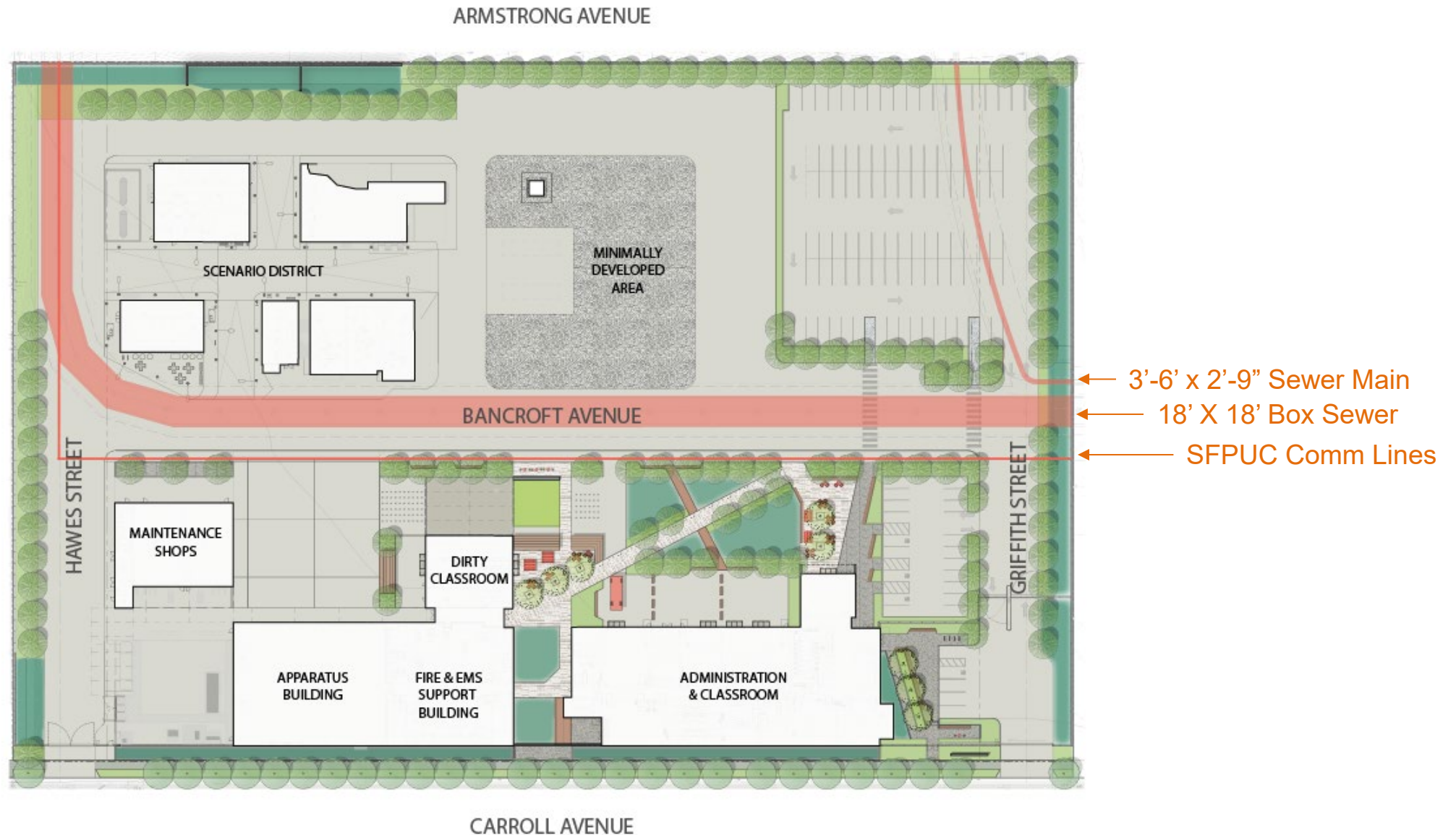


# Project Overview – Future Development



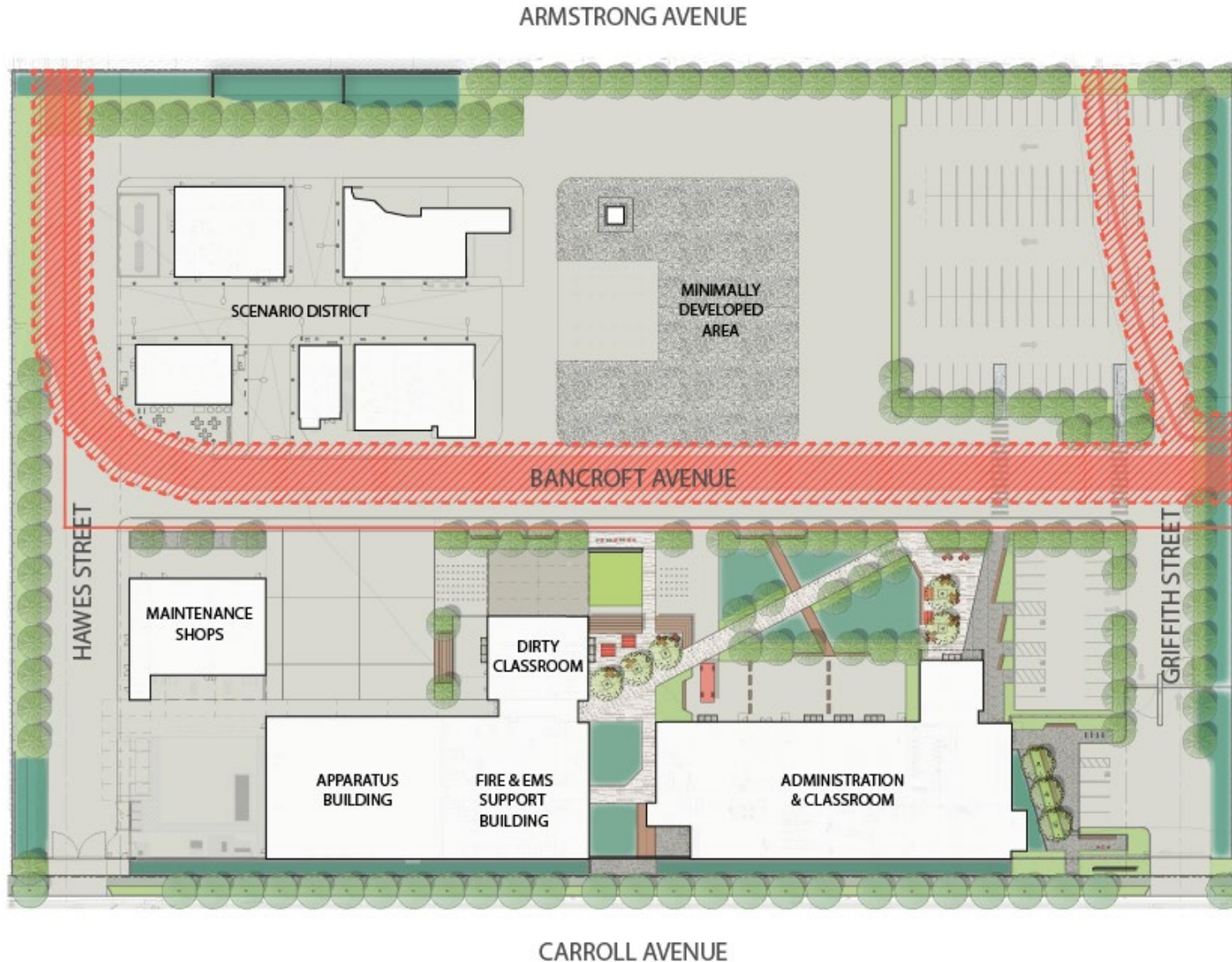


# Project Overview – Underground Utilities





# Project Overview – SFPUC Agreement & Restrictions



# Project Overview – Program Summary

SITE LOCATION	1236 Carroll Avenue, San Francisco
SITE AREA	+/- 8 ACRES
TOTAL PRIMARY BUILDINGS	12
PARKING	116 spaces
<b>BUILDING AREA PER TYPE</b>	
OCCUPIED BUILDINGS	58,432 SF
UNOCCUPIED TRAINING STRUCTURES	53,134 SF
CAMPUS SHARED SPACES	4,132 SF
<b>APPROXIMATE TOTAL BUILDING AREA</b>	<b>147,531 SF</b>



# Project Overview – Campus





# Project Overview – Campus





# Project Overview – Campus

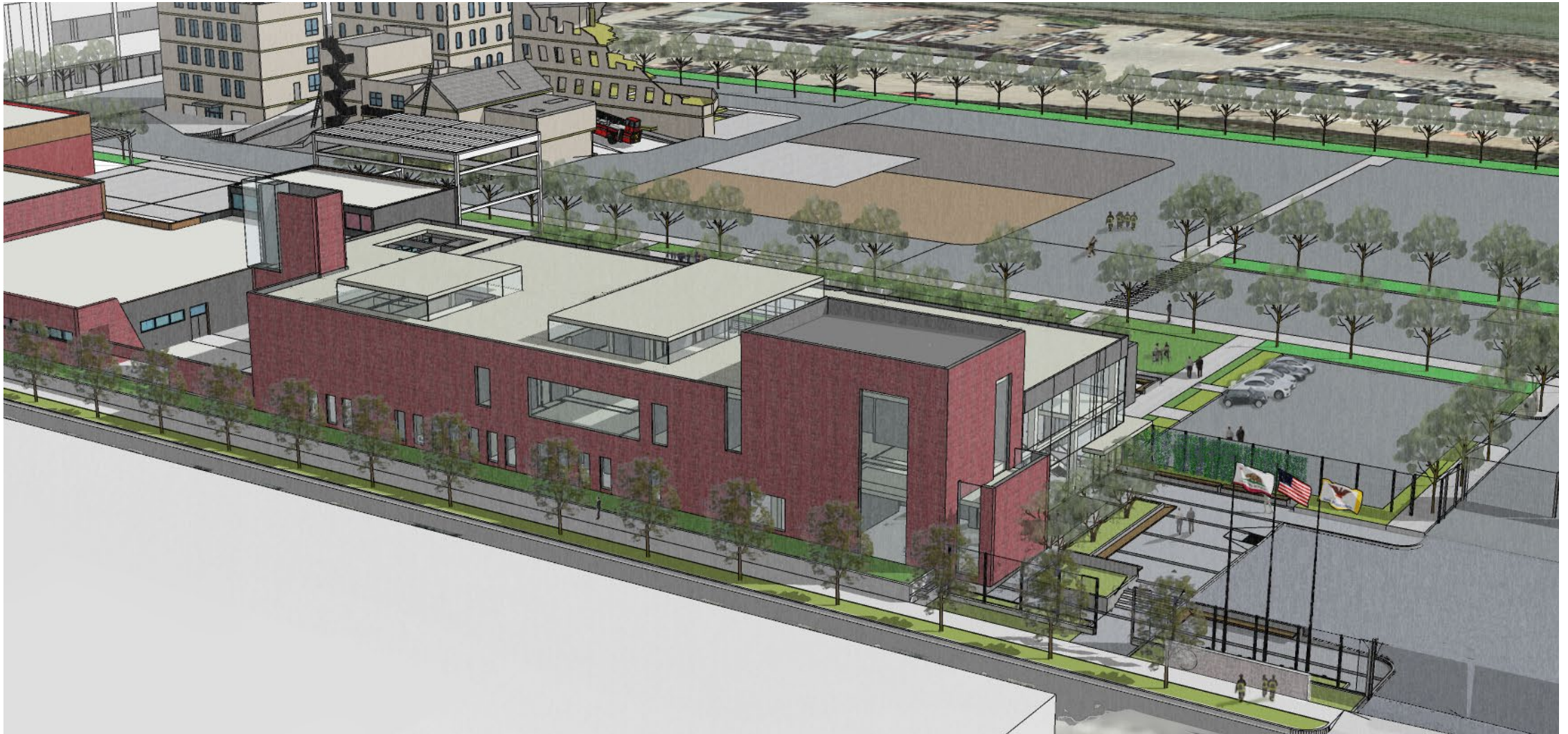


# Scope A – Administration & Classroom Building





# Scope A – Administration & Classroom Building





# Scope A – Administration & Classroom Building





# Scope A – Administration & Classroom Building



# Scope A – Administration & Classroom Building





# Scope B – Recruit / Apparatus / Shops





# Scope B – Recruit / Apparatus / Shops





# Scope B – Recruit / Apparatus / Shops



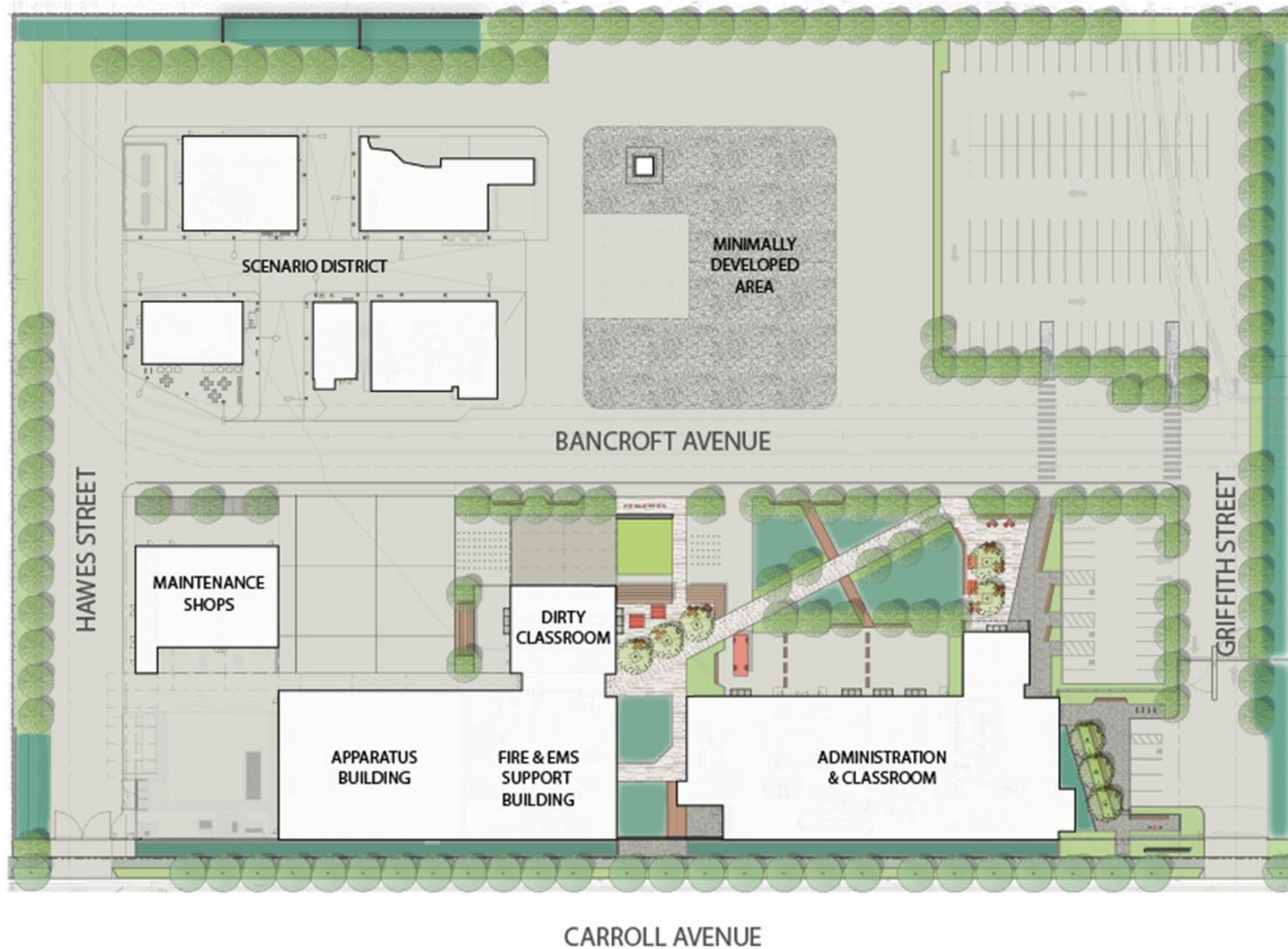


# Scope B – Scenario District (Training Structures)



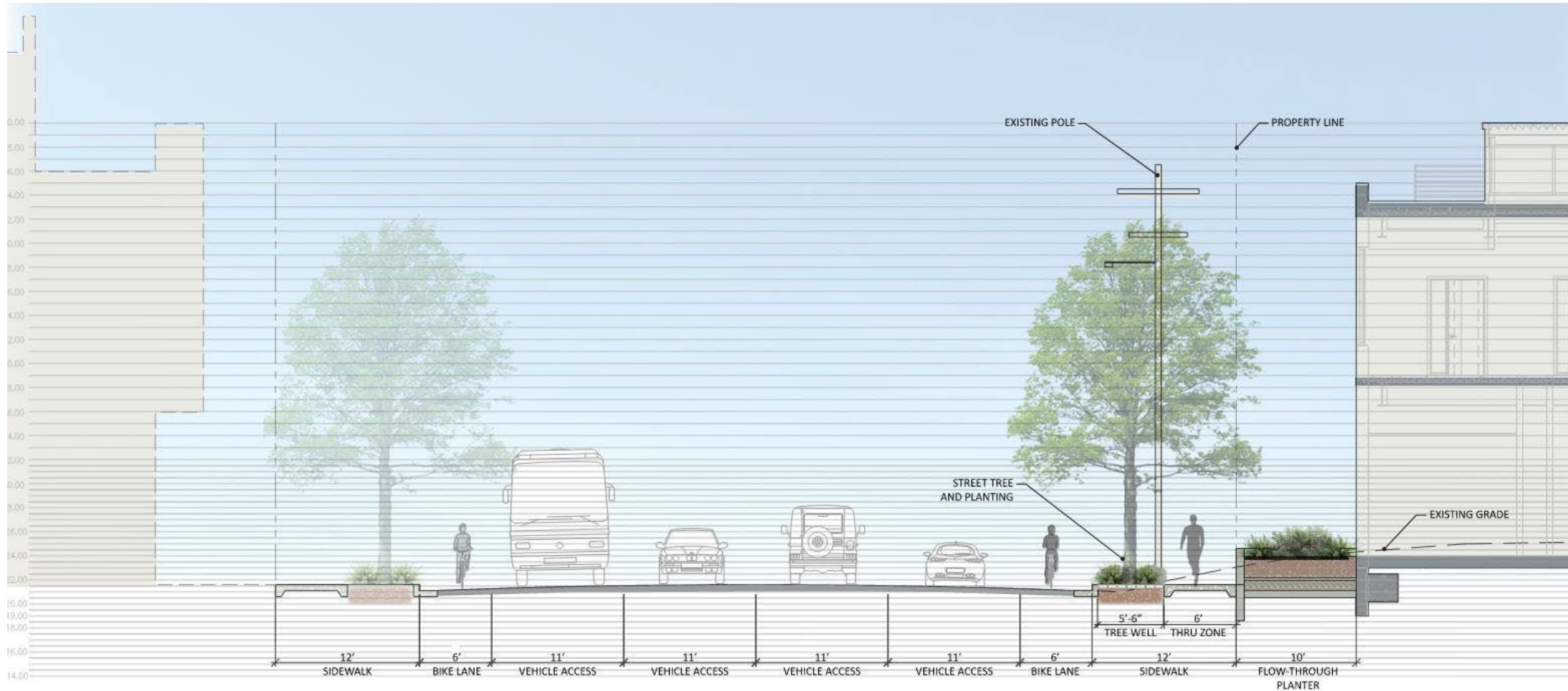


# Scope C – Hardscape & Planting





# Scope C – Hardscape & Planting



CARROLL AVENUE SECTION A



# Scope C – Hardscape & Planting





# Scope C – Hardscape & Planting





## MANDATORY LOCAL HIRE ORDINANCE

### Background:

Chapter 82 of the San Francisco Administrative Code establishes a mandatory local hiring requirement on public works or improvement projects advertised with an engineer's estimate of \$1,000,000 or more.

### Requirements:

- 30% local hours overall by trade
- 50% local apprentice hours by trade
- “Local” is defined as a resident of City and County of San Francisco

### Exemptions, Waivers, Penalties, & Corrective Actions:

- Trades that fall under 5% of total work hours at completion of the project are exempted from Local Hire requirements.
- A list of pre-determined Exempted Trades is available online: [oewd.org/local-hire](http://oewd.org/local-hire).
- Penalty amounts are equal to the journeyman or apprentice prevailing wage for the non-compliant trade multiplied by each hour that the trade is deficient.
- Corrective actions may be negotiated to resolve potential penalties.

**Contact:** Lilli Morales | [lilli.morales@sfgov.org](mailto:lilli.morales@sfgov.org)

# City Requirements – OLSE

Office of Labor Standards Enforcement (OLSE)

– Lucio Sanchez



## Labor Standards Fact Sheet

Information and requirements for contractors and subcontractors bidding on public works contracts in the City and County of San Francisco:

- Pay workers the correct prevailing wage rates for each craft, classification and type of work performed. *SF Administrative Code 6.22(e)(1); CA State Labor Code Section 1773 and 1774*
- Submit certified payroll reports and fringe benefit statements into the City's electronic payroll reporting system (LCPTracker). *SF Administrative Code 6.22(e)(6); CA State LC Section 1776*
- Maintain Office of Labor Standards Enforcement (OLSE) daily sign in sheets documenting all hours worked and the classifications of work performed. *SF Administrative Code 6.22(e)(7)(C)*
- Display OLSE provided posters at the jobsite, informing workers of Prevailing Wage requirements. *SF Administrative Code 6.22(e)(7)(D)*
- Furnish employees with itemized pay stubs and retain payroll records. *CA State Labor Code Section 226*
- Employ apprentices registered in a state-approved apprenticeship program and make apprenticeship training contributions. *CA State Labor Code Section 1777.5*
- Register with the California Department of Industrial Relations (DIR). *CA State Labor Code Section 1725.5*
- Comply with local labor laws including the *Minimum Compensation Ordinance, Health Care Accountability Ordinance, Health Care Security Ordinance, Fair Chance Ordinance* and miscellaneous *Prevailing Wage Ordinances* where applicable. *SF Administrative Code Ch. 14, Labor and Employment Code Articles 111, 121, 142 and 102.*

- All work is subject to compliance monitoring and enforcement by the San Francisco Office of Labor Standards Enforcement (OLSE). *SF Administrative Code 6.24 and 6.22(e)(7)(A)*
- OLSE Compliance Officers have the right to engage in random inspections of job sites and to have access to the employees of the contractor, employee time sheets, inspection logs, payroll records and employee paychecks. *SF Administrative Code 6.22(e)(7)(B)*
- Failure to comply with prevailing wage requirements shall result in a forfeiture of back wages due plus penalties of not less than \$50 per day per worker, and may result in disqualification as a contractor or subcontractor on any public work or improvement for the City and County of San Francisco for a period of up to five years. *SF Administrative Code 6.22(e)(8)(A); CA State Labor Code Section 1775*





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## Labor Standards Resources

The current prevailing wage rates are available on the Internet, from OLSE or the Awarding Department. For specific information about prevailing wage requirements you can visit the websites listed below:

OLSE Website	<a href="https://sf.gov/information/understanding-prevailing-wage">https://sf.gov/information/understanding-prevailing-wage</a> <ul style="list-style-type: none"> <li>• Prevailing Wage News</li> <li>• Public Works Requirements</li> <li>• Public Works Tools and Resources for Contractors</li> <li>• Links to Statutory Authority Regarding Prevailing Wage               <ul style="list-style-type: none"> <li>➢ SF Administrative Code, Ch. 6.22</li> <li>➢ SF Administrative Code, Ch. 21C</li> <li>➢ CA Labor Code sections pertaining to Public Works</li> </ul> </li> <li>• Link to LCPTracker</li> </ul>
DIR Prevailing Wage Rates (including Scope of Work, Travel, and Holiday Provisions)	<a href="http://www.dir.ca.gov/OPRL/PWD/">http://www.dir.ca.gov/OPRL/PWD/</a>
DIR Public Works Contractor Registration	<a href="https://www.dir.ca.gov/Public-Works/Contractor-Registration.html">https://www.dir.ca.gov/Public-Works/Contractor-Registration.html</a>
DIR Public Works Manual	<a href="http://www.dir.ca.gov/dlse/PWManualCombined.pdf">http://www.dir.ca.gov/dlse/PWManualCombined.pdf</a>
Apprentice Wage Rates	<a href="https://www.dir.ca.gov/oprl/pwappwage/PWAppWageStart.asp">https://www.dir.ca.gov/oprl/pwappwage/PWAppWageStart.asp</a>
Apprenticeship Programs, Requirements & Forms	<a href="http://www.dir.ca.gov/DAS/PublicWorksForms.htm">http://www.dir.ca.gov/DAS/PublicWorksForms.htm</a>
Contractors State License Status	<a href="https://www.cslb.ca.gov/OnlineServices/CheckLicenseII/checklicense.aspx">https://www.cslb.ca.gov/OnlineServices/CheckLicenseII/checklicense.aspx</a>
Information on laws for non-trade employees performing work on City Contracts	<a href="http://www.sf.gov/olse">www.sf.gov/olse</a> <ul style="list-style-type: none"> <li>• Minimum Compensation Ordinance (MCO)</li> <li>• Health Care Accountability Ordinance (HCAO)</li> <li>• Health Care Security Ordinance (HCSO)</li> <li>• Paid Sick Leave Ordinance (PSLO)</li> <li>• Paid Parental Leave Ordinance (PPLO)</li> <li>• Fair Chance Ordinance (FCO)</li> </ul>

For more information, call OLSE at (415) 554-6573 or email [prevailingwage@sfgov.org](mailto:prevailingwage@sfgov.org)



# City Requirements – OLSE

Office of Labor Standards Enforcement (OLSE)

– Lucio Sanchez



## 2024 OLSE/LCPtracker Training Schedule

No fees or registration required

### **Payroll Reporting Training**

*Includes an overview of prevailing wage and Citywide PLA*

**(2<sup>nd</sup> Tuesday of the Month)**

Tuesday, January 09, 2024*	Tuesday, July 09, 2024*
Tuesday, February 13, 2024*	Tuesday, August 13, 2024*
Tuesday, March 12, 2024*	Tuesday, September 10, 2024*
Tuesday, April 09, 2024*	Tuesday, October 08, 2024*
Tuesday, May 14, 2024*	Tuesday, November 12, 2024*
Tuesday, June 11, 2024*	No Training in December 2024

\*Live webinars will be conducted on Microsoft Teams. Please visit OLSE's website for up-to-date information.

<https://sf.gov/take-payroll-training>

#### **Time:**

For City Staff - upon request - please email [prevailingwage@sfgov.org](mailto:prevailingwage@sfgov.org)

10:30 am - 12:00 pm - City Contractor & Subcontractors

#### **Webinar:**

Available 24/7 & covers the basics of submitting certified payrolls.

<https://sf.gov/take-payroll-training>

For certified payroll reporting training questions, please contact Jimmy Hewitt:

(415) 554-6211, [james.hewitt@sfgov.org](mailto:james.hewitt@sfgov.org)





# City Requirements – OLSE

Office of Labor Standards Enforcement (OLSE)

– Lucio Sanchez



## Citywide Project Labor Agreement (PLA) (SF Public Works and SF Recreation and Parks Only)

**Background:** On February 18, 2019, the San Francisco Board of Supervisors passed the Citywide Project Labor Agreement Ordinance ([Section 6.27 of the SF Administrative Code](#)). This Ordinance directed the City to negotiate a Project Labor Agreement (PLA) with the San Francisco Building Construction Trades Council.

**Effective Date:** July 14, 2020

### COVERED PROJECTS:

- (1) Funded wholly or in part by a general obligation bond or a revenue bond with an estimated project value which exceeds the following threshold amounts:
  - o \$5 Million from 7/14/2020 – 7/13/2021
  - o \$3 Million from 7/14/2021 – 7/13/2022
  - o \$1 Million from 7/14/2022 – 7/13/2040
- (2) Funded by a source other than a general obligation bond or a revenue bond with an estimated project value which exceeds \$10 million

### COVERED CONTRACTORS are required to:

1. Utilize trade appropriate union hiring halls to hire workers
2. Pay fringe benefit contributions on behalf of workers directly to appropriate Union Trust Fund programs
3. Complete and sign a *Letter of Assent, Craft Assignment Form or Statement of Exemptions (for LBE)*
4. Attend a mandatory pre-job conference

### CERTIFIED LOCAL BUSINESS ENTERPRISE (LBE) EXEMPTION:

1. Exempt until payments of \$5 million are issued on covered projects
2. The LBE contractor has 30 days to sign a *Letter of Assent* and must comply with the PLA across all current, ongoing, and subsequent covered projects when the LBE reaches \$5M threshold on covered projects
3. LBEs wishing to be exempt from the terms and conditions of the PLA must complete and sign a *Statement of Exemption* form prior to project participation and payroll reporting.

### FOR MORE INFORMATION

Visit OLSE website at: <https://sfgov.org/olse/citywide-project-labor-agreement>

PLA Hotline: (415) 554-6573

Email: [prevailingwage@sfgov.org](mailto:prevailingwage@sfgov.org)



# City Requirements – OLSE

Office of Labor Standards Enforcement (OLSE)

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## San Francisco Labor Laws for City Contractors

Effective July 1, 2024

(Revised: June 2024)

### Minimum Compensation Ordinance (MCO)

#### *Wages and Paid Time Off (PTO)*

For a company that has 5 employees or greater, anywhere in the world. Includes subcontractors.

Any employee who works on a City contract for services:

- For-profit rate is \$20.96/hour as of 7/1/24
- Non-profit rate is \$18.93/hour as of 7/1/23
- Public Entities rate is \$20.75/hour as of 1/1/2024
- 0.04615 hours of Paid Time Off (PTO) per hour worked (can be used as vacation or sick leave, and is vested and cashed out at termination)
- 0.03846 hours of Unpaid Time Off per hour worked – allowed without consequence
- Employee must sign a “Know Your Rights” form
- Posting Requirement

Contact the MCO unit: [mco@sfgov.org](mailto:mco@sfgov.org) and (415) 554-7903

### Health Care Accountability Ordinance (HCAO)

For a company that has > 20 workers (for profit)/ > 50 workers (nonprofit), anywhere in the world – Includes subcontractors

Any employee who works at least 20 hours a week on a City contract for services:

- Either:
  - A) Offer a compliant health plan with no premium charge to the employee. See Minimum Standards
  - OR
  - B) Pay \$6.75\* per hour to SF General Hospital (not Healthy San Francisco and not a benefit to employees)
  - OR
  - C) Pay \$6.75\* per hour to covered employee. N/A to SFO and San Bruno Jail locations. Employee must live outside of SF and work on a City contract outside of SF. See HCAO for more details.
- Employee must sign a “Know Your Rights” form
- Posting Requirement

\* Rate changes every July 1

Contact the MCO unit: [hcao@sfgov.org](mailto:hcao@sfgov.org) and (415) 554-7903

For more information, or to sign up for email updates on the MCO and HCAO, visit our website: [SF.GOV/OLSE](http://SF.GOV/OLSE)





# City Requirements – OLSE

Office of Labor Standards Enforcement (OLSE)

– Lucio Sanchez

## Health Care Security Ordinance (HCSO)

Any employee who works an average of 8 hours a week in the City of San Francisco (whether or not on a City contract) and is not covered by the HCAO:

- As of 1/1/2024, spend \$2.34\* or \$3.51\* (depending on your size) per hour on their health care (e.g. health insurance, or a contribution to Healthy San Francisco)
- Employee can only waive their rights:
  - o By signing an official HCSO voluntary waiver, and
  - o If they show they have insurance through another employer
- Posting Requirement

\* Rate changes every January 1<sup>st</sup>

Contact the HCSO unit: [hcsosf@sfgov.org](mailto:hcsosf@sfgov.org) and (415) 554-7892

## Fair Chance Ordinance (FCO)

### Hiring Process

- You may not ask about criminal background in a job application or at the start of the hiring process
- Job announcements must include language specified by the law
- You may inquire into criminal background after an interview or once a conditional offer has been made
- If you intend to consider criminal background in your hiring decision, you must give the applicant the opportunity to provide evidence of rehabilitation or mitigating circumstances
- Posting Requirement

Contact the FCO unit: [fco@sfgov.org](mailto:fco@sfgov.org) and (415) 554-5192

Office of Labor Standards and Enforcement (OLSE)

City Hall Room, 430

1 Dr. Carlton B. Goodlett Place

San Francisco, CA 94102

For more information, or to sign up for email updates on the MCO and HCAO, visit our website: [SF.GOV/OLSE](http://SF.GOV/OLSE)



SFFD Division of Training Project

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## LBE Subcontracting Requirements

Contract Monitoring Division (CMD) | James Chung | James.Chung@sfgov.org

### Rating Bonus

- The LBE rating bonus is not applicable to this project
- The Mentor Protégé Program (MPP) 1% rating bonus will apply to eligible proposers

### LBE subcontracting Requirements

- 10% for Micro-LBEs. The Micro-LBE subcontracting requirement can only be met with Micro-LBE firms
- 10% for Small-LBEs. The Small-LBE subcontracting requirement can be met with Micro and/or Small-LBE firms
- The LBE requirements can be met during the pre-construction phase and/or the construction phase



## LBE Subcontracting Requirements Continued

### Micro-LBE Trucking Utilization Program

- Utilizing Micro-LBE truckers for a portion of the off-hauling

### Forms due with proposal

CMD Forms	How to Access
Form 2A: CMD Contract Participation Form (Pre-Construction Services Only)	CMD Attachment 7 (Version 07/01/2024)
Form 3: CMD Compliance Affidavit	
The CMD LBE Commitment Certification Form	Appendix F

## LBE Subcontracting Requirements Continued

### Misc. Items

- Good Faith Efforts not applicable to pre-proposal requirements

Questions? Feel free to ask!

[James.Chung@sfgov.org](mailto:James.Chung@sfgov.org)





# RFQP Schedule

Step	RFQP Task	Date	Days To Start of Next Activity
1	RFQP advertised and published	Monday, November 25, 2024	10
2	Informational Conference at 10:00am	Thursday, December 5, 2024	11
3	Deadline for written questions <b>no later than 4:00pm</b>	Monday, December 16, 2024	15
4	Issue responses to questions	Tuesday, December 31, 2024	14
5	Receive proposals no later than 4:00 pm local time	Tuesday, January 14, 2025	1
6	City staff verify minimum qualifications	Wednesday, January 15, 2025	5
7	Panel starts evaluations of qualified proposers	Monday, January 20, 2025	9
8	Announce Shortlist of top <del>four</del> <sup>three</sup> qualified proposers and invite to Interview	Wednesday, January 29, 2025	7
9	Interviews	Wednesday, February 5, 2025	7
10	Notify successful candidate	Wednesday, February 12, 2025	14
11	Complete agreement negotiations	Wednesday, February 26, 2025	15
14	PW Commission Approval	Thursday, March 13, 2025	21
15	Agreement certification / NTP	Thursday, April 3, 2025	

See red text changes





# RFQP Submittal Requirements (Section XI)

Responses to the RFQP for the project shall be submitted online via ShareFile at the following URL:

<https://sanfranciscopublicworks.sharefile.com/i/id4ea7c6dcc24e7c8>

Proposers shall submit the proposal in three (3) separate .pdf files, as follows:

1. “SFFD DOT Package 1 – ABCD Construction” (Appendix A1 – Bid Form)
2. “SFFD DOT Package 2 – ABCD Construction” (Contract Monitoring Division Forms)
3. “SFFD DOT Package 3 – ABCD Construction” (Appendix A2 – CM/GC Team Qualifications and Proposal)

Questions:

Ben Washington, Contract Analyst  
ben.washington@sfdpw.org

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# RFQP Selection Process (Section XII)

- A. Step 1: RFQP Submittal Completeness Check
- B. Step 2: Minimum Qualifications
- C. Step 3: Non-Cost Criteria Evaluation ← **50% of evaluation**
  - 1) Written Submittal (max. 50 points)
  - 2) Oral Interview (max. 50 points)
- D. Step 4: Bid Form (Cost Component) Scoring ← **50% of evaluation**
  - 1) Bid Price (max. 100 points)



# RFQP Selection Process (Section XII)

## E. Overall Scoring Calculation

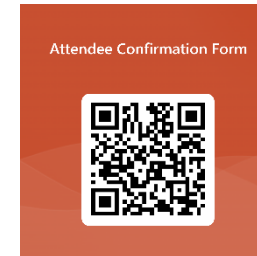
	<b>RFQP Evaluation Components</b>	<b>Percent Allocation</b>	<b>Maximum Points</b>
<b>1</b>	<b>Non-Cost Criteria Component</b>	<b>50%</b>	<b>100</b>
<b>2</b>	<b>Cost Criteria Components</b>	<b>50%</b>	<b>100</b>
	<b>Total Score</b>	<b>100%</b>	<b>200</b>

## F. Bid Award

# Q&A



To verify attendance,  
please sign-in **during** this meeting  
by using the website below or the QR code →  
<https://forms.office.com/g/hQHipMiEZt>



Deadline to submit questions on RFQP  
[scott.moran@sfdpw.org](mailto:scott.moran@sfdpw.org)

December 16, 2024, 3:00 pm PST

Submission Deadline

**January 14, 2025**, 4:00 pm PST