

War Memorial Opera House Elevator Modernization

Sourcing Event ID No: 0000010730



Pre-Bid Meeting
Veterans Building Room 301
at 401 Van Ness Avenue
July 16, 2025
10:00AM



www.sfdpw.org

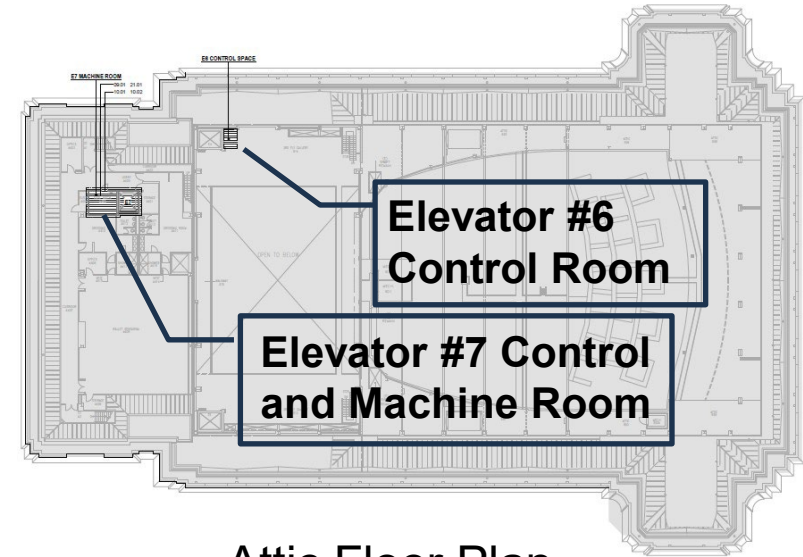
Agenda

1. Project Description
2. Contract Details
3. City Requirements
 - 3.1 Contract Monitoring Division (CMD)
 - 3.2 Office of Economic Workforce Development (OEWD)
 - 3.3 Office of Labor Standards Enforcement (OLSE)
4. Contractor and Subcontractor Qualifications
 - 4.1 Prime Contractor
 - 4.2 Project Manager
 - 4.3 Superintendent
 - 4.4 Elevator Contractor
5. Bid Items
 - 5.1 Schedule A – Construction Contract
 - 5.2 Schedule B – Service Contract
6. Temporary Facilities and Controls
 - 6.1 Facility access
 - 6.2 Scheduling Constraint
7. Material Reduction and Recovery Plan
8. Bidding Form Checklist
9. Bid/Quotation submission
10. Supplementary Bidding Forms
11. Q/A

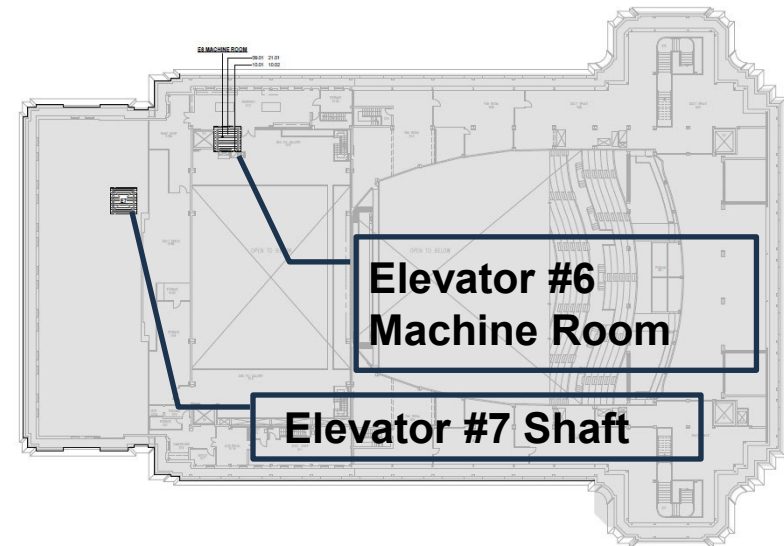
1.1 Project Description

War Memorial Opera House is an occupied historic building located at 301 Van Ness Avenue, San Francisco in Civic Center that is home of the SF Opera since opening night in 1932. The theater has 3,146 seats plus standing room for 200 behind the orchestra and balcony sections. There are total of six elevators in this building. The intent of this project is to modernize elevator #6 and #7. These two elevators are in different areas of the building and have their individual elevator machine rooms. Elevator #6's machine room on the fifth floor with control panels at the attic floor. Elevator #7's machine room and control panels are at the attic floor. The building will be fully operational and open to public during construction.

Refer to Contract Drawings and Spec Section 01 11 00 SUMMARY OF WORK of the Project Manual.



Attic Floor Plan



Fifth Floor Plan

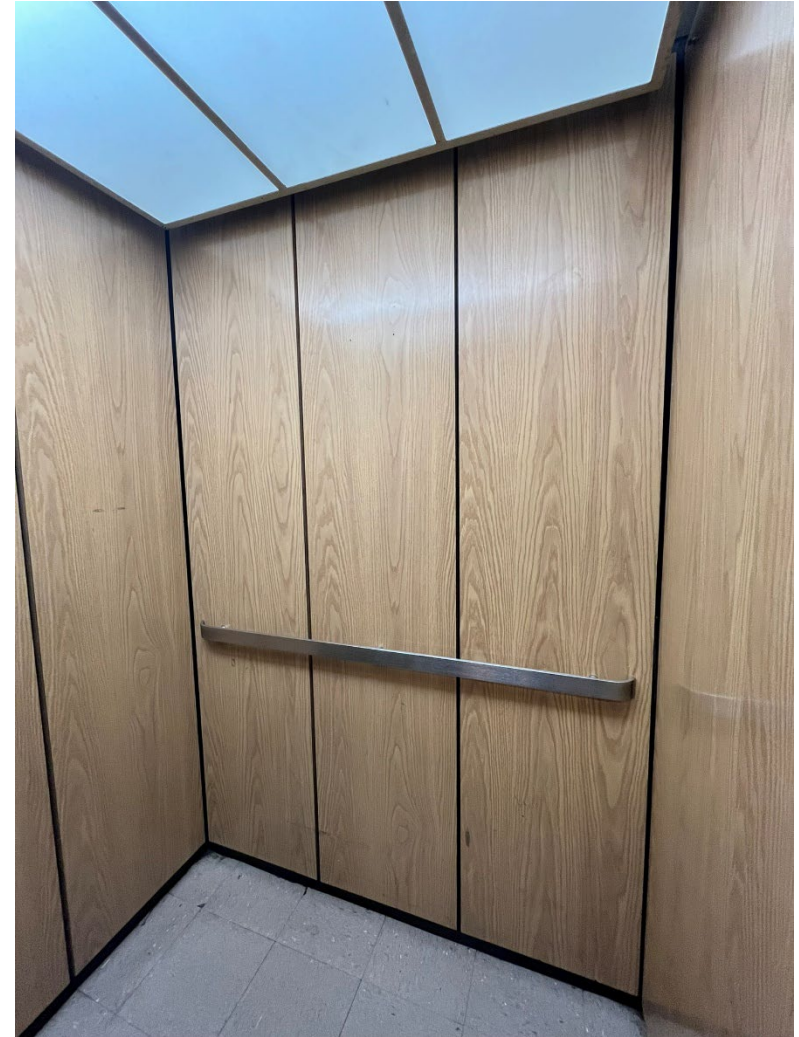
Van Ness Avenue

Van Ness Avenue

1.2 Project Description



Elevator #7



Elevator #6

2.1 Contract Details

Sourcing Event ID: 0000010730

Title: War Memorial Opera House Elevator Modernization

Project Site Address: 301 Van Ness Avenue, San Francisco, CA 94102

Bid Submission Date: Wednesday, August 13, 2025 until 2:30:00 PM, PST.

Bids shall be submitted online via ShareFile. See Project Manual Section 00 21 13 for specific bid submission instructions.

ShareFile : <https://sanfranciscopublicworks.sharefile.com/i/i00bde447db345ffa>

Bid Opening: 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.

Duration: 480 consecutive calendar days from NTP to Substantial Completion.

60 consecutive calendar days from Substantial completion to Final Completion.

Liquidated Damages: \$2,000.00 for each calendar day that transpires with the work not Substantially Completed after the time limit for achieving substantial Completion, \$500.00 for each calendar day that transpires with the Project not Finally Completed after the time for achieving Final Completion. Refer to Project Manual 00 73 02.

Refer to Project Manual Section 00 21 13 for specific bid submission instruction.

2.2 Contract Details

Question on Bid Documents:

Send to Simon Chu at
simon.m.chu@sfdpw.org

Potential Bidders must complete a QBD form and submit no later than 10 calendar days before the bid opening date.

Refer to Project Manual Section 00 21 14

SECTION 00 21 14

QUESTION ON BID DOCUMENTS (QBD) FORM

Potential Bidders must complete this QBD Form and submit to the address below no later than 10 calendar days before the Bid Submission Due Date.

Project: WAR MEMORIAL OPERA HOUSE ELEVATOR MODERNIZATION

Sourcing Event No. 0000010730

To: San Francisco Public Works
Bureau of Project Management
49 South Van Ness Avenue, Suite 1171
San Francisco, CA 94103
Phone: (628) 271-2957
Attention: Simon Chu
Email: Simon.M.Chu@sfdpw.org

City Use Only	
QBD No.	
Received by:	
Date Received:	
Addendum Issued?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Date Sent Response:	

BIDDER'S QUESTION	
Company Name: _____	Date _____
Contact Name: _____	Tel: _____
Title: _____	Fax: _____
<i>Check One Only (Use separate form for each specification and drawing question.)</i>	
<input type="checkbox"/> Spec. Section: _____	Paragraph(s): _____
<input type="checkbox"/> Drawing Sheet: _____	Detail(s): _____
Question:	

CITY'S REPLY	
<input type="checkbox"/> Mark this box if the QBD can be answered by Bidder's review of the documents. Reply with location(s) where the information can be obtained.	
Reply:	
By: _____	Bureau/Firm: _____
Date: _____	

The reply is an answer to a Bidder's question. The reply does not change the Bid Documents unless the information contained therein is issued in an Addendum. At the sole discretion of the City, the question and reply may be returned to the questioner and distributed to all bidding general contractors for informational purposes.



3.1 City Requirement

Contract Monitoring Division (CMD)

Contact: Vivian Liu | Vivian.y.liu@sfgov.org | 415-554-0656 | www.sfgov.org/cmd

Standard LBE Bid Discounts

- 10% to SF Micro and Small-LBEs
- 5% (if applicable) to SBA-LBEs
- Refer section 00 22 11 for more detail.

LBE Requirement

- There is no LBE subcontracting for this project.

Good Faith Efforts (CMD Form 2B)

- Good Faith Efforts are not required.

3.2 City Requirements

Office of Economic Workforce Development (OEWD)

Contact: Ricardo Arias
Contract Compliance Officer
ricardo.arias@sfgov.org

SAN FRANCISCO LOCAL HIRING POLICY FOR CONSTRUCTION FACT SHEET

OVERVIEW

- Applies to contracts for public work or improvement projects in excess of \$1,170,000.
- The mandatory participation level is 30% of all project hours within each trade to be performed by local residents.
- At least 50% of the project work hours performed by apprentices within each trade shall be performed by local residents.
- A local resident is defined as an individual who is domiciled within the City and County of San Francisco at least 7 days prior to commencing work on the project. An individual may have only one domicile, which is their principal residence and where they intend to return when they are absent.

GUIDELINES

- **Form 1: Local Hiring Plan:** Must be submitted to CityBuild within 15 days from Notice of Award. Contractors are required to identify trade(s) and estimated total and local work hours to be utilized on the project.

Pursuant to Chapter 82 of the San Francisco Administrative Code, all local hire forms must be submitted PRIOR to the Awarding Department issuing a Notice to Proceed (NTP).

- **City's Electronic Certified Payroll System:** All contractors will be required to submit certified payroll for all workers through the City's Electronic Certified Payroll System. An account is required to access the system.
- **Evaluation:** Compliance of the Policy requirements will be evaluated on the actual work hours reported through the City's Electronic Certified Payroll System.

PENALTIES

- The ordinance establishes various consequences of non-compliance with the policy, including the authority of assessment of penalties against contractors that do not meet the local hiring requirements.
- The penalty for failing to meet the local hiring requirement shall be the amount equal to the journeyman or apprentice prevailing wage rate for the primary trade used by the contractor for each hour the contractor fell short.
- Contractors may request a conditional waiver from local hiring requirements on a project-specific basis for "specialized trades," by receiving credit for local hiring on non-covered projects, sponsoring new apprentices, or making "direct-entry" hires.

3.3 City Requirements

Office of Labor Standards Enforcement (OLSE)

Contact: Anna Liu
anna.liu@sfgov.org
(415) 554-5404



Labor Standards Fact Sheet (Locally-Funded Projects)

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 Admin Code 6.22(e)(1); CA Labor Code § 1773 and 1774; 40 USC §3141 et seq; CCR § 16001*
- Submit certified payroll reports and fringe benefit statements into the City's electronic payroll reporting system (LCP Tracker). *SF Admin Code 6.22(e)(6); CA Labor Code §1776; 29 CFR 5.5(a)(3)(II)(A)*
- Maintain Office of Labor Standards Enforcement (OLSE) daily sign-in sheets documenting all hours worked and the classifications of work performed. *SF Admin Code 6.22(e)(7)(C)*
- Display the OLSE Prevailing Wage poster on the jobsite in a prominent and accessible place, informing workers of Prevailing Wage requirements. *SF Admin Code 6.22(e)(7)(D); 48 CFR § 22.404-10.*
- Furnish employees with itemized pay stubs and retain payroll records. *CA State LC §226*
- Employ apprentices registered in a DIR-approved apprenticeship program and make apprenticeship training contributions. Submit DIR's apprentice certifications into LCP Tracker. *CA Labor Code §1777.5; 29 CFR 5.5(a)(4)(I)*
- Register with the DIR. *CA State Labor Code §1725.5*
- Comply with local labor laws including *Minimum Compensation Ordinance, Health Care Accountability Ordinance, Health Care Security Ordinance, Fair Chance Ordinance and miscellaneous Prevailing Wage Ordinances* where applicable. *SF Admin Code Ch. 14; SF Labor and Employment Code Articles 111, 21, 142, and 102.*
- For projects awarded under CM/GC or Design-Build contracting models: OLSE will use the bid advertisement date or contract date of the trade package, to calculate the applicable Prevailing Wage determination. *8 CCR § 16000; CA Public Works Manual.*

- All work is subject to compliance monitoring and enforcement by OLSE. *SF Admin 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 regulations may result in penalties between \$50 and \$200 per day, per worker, and may lead to disqualification from public works with the City and County of San Francisco. *SF Administrative Code 6.22.(e)(8)(A); CA Labor Code Section § 1775.*





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
<https://www.sf.gov/information/prevailing-wage>



DIR Prevailing Wage Rates
<http://www.dir.ca.gov/OPRL/PWD/>



Davis-Bacon Wage Rates
<https://sam.gov/wage-determinations>
Formula to search by WD: [State] + [year] + [0018]. Example: CA20240018



DIR Public Works Contractor Registration
<https://www.dir.ca.gov/Public-Works/Contractor-Registration.html>



DIR Public Works Manual
<http://www.dir.ca.gov/dlse/PWManualCombined.pdf>



Apprentice Wage Rates
<https://www.dir.ca.gov/oprl/pwappwage/PWAppWageStart.asp>



Apprenticeship Programs, Requirements & Forms
<http://www.dir.ca.gov/DAS/PublicWorksForms.htm>



Contractors State License Status
<https://www2.cslb.ca.gov/OnlineServices/CheckLicense/CheckLicense.aspx>



Information on laws for non-trade employees performing work on City Contracts
<https://www.sf.gov/information/prevailing-wage-non-construction-workers>

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

2025 OLSE / LCPtracker Training Schedule

No fees or registration required

Payroll Reporting Training

Includes an overview of Prevailing Wage and Citywide PLA

2nd Tuesday of the Month

10:30 am to 12:00 pm – City Contractors & Subcontractors

For City Staff - upon request - please email prevailingwage@sfgov.org

Tuesday, January 14, 2025*	Tuesday, July 08, 2025*
Tuesday, February 11, 2025*	Tuesday, August 12, 2025*
Tuesday, March 11, 2025*	Tuesday, September 09, 2025*
Tuesday, April 08, 2025*	Tuesday, October 14, 2025*
Tuesday, May 13, 2025*	Tuesday, November 11, 2025*
Tuesday, June 10, 2025*	No Training in December 2025

*Live webinars will be conducted on Microsoft Teams.



On-Demand Webinar:
Available 24/7 & covers the basics of submitting certified payrolls.
Please visit OLSE's website for up-to-date information
<https://www.sf.gov/take-payroll-training>

For certified payroll reporting training questions, please contact Jimmy Hewitt by phone at (415) 554-6211 or email james.hewitt@sfgov.org.

San Francisco Labor Laws for City Contractors

Effective July 1, 2025

(Revised: July 2025)

Minimum Compensation Ordinance (MCO) Wages and Paid Time Off (PTO)

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

Any employee who works on a City contract for services:

- For-profit rate is \$21.54/hour as of 7/1/25
- Non-profit rate is \$21.55/hour as of 7/1/25
- Public Entities rate is \$22.00/hour as of 7/1/25; \$23.00/hour as of 1/1/26
- 0.04615 hours of 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:
Email: mco@sfgov.org
Phone: (415) 554-7903
Website: <https://www.sf.gov/information/minimum-compensation-ordinance>

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 \$7.50* per hour to SF General Hospital (not Healthy San Francisco and not a benefit to employees) OR
 - C. Pay \$7.50* 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 1st



Contact the HCAO unit:
Email: hcao@sfgov.org
Phone: (415) 554-7903
Website: <https://www.sf.gov/information/health-care-accountability-ordinance>

San Francisco Labor Laws for City Contractors

Effective July 1, 2025

(Revised: December 2024)

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 1/1/2025, spend \$2.56* or \$3.85* (depending on your size) per hour on their health care (e.g. health insurance, or a contribution to SF City Option Program)
- Employees 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 1st



Contact the HCSO unit:
Email: hcsos@sfgov.org
Phone: (415) 554-7892
Website: <https://www.sf.gov/information/health-care-security-ordinance>

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:
Email: fco@sfgov.org
Phone: (415) 554-5192
Website: <https://www.sf.gov/information/fair-chance-ordinance>

4.1 Contractor and Subcontractor Qualifications

Spec. 00 21 13

Bidder shall submit with its Bid:

- (i) a completed Bidder's Qualifications form (§ 00 45 13)
- (ii) a completed Bidder's Safety Record form (§ 00 45 14)

Bidder's Qualifications Statement: Prime Contractor

1. Submit sufficient information on the Bidder's Qualifications form (Section 00 45 13), and additional sheets as necessary, to demonstrate to the satisfaction of the City that the Prime Contractor has successfully completed a minimum of two (2) projects that include similar scope and complexity during the last six (6) years involving elevator modernization, replacement or new installation with a minimum contract value of \$2,000,000 and at least 2 subcontracted trades.
2. Submit sufficient information on the Safety Prequalification Form and additional documentation as necessary (per Section 00 45 14 - Bidder's Safety Record) to demonstrate to the satisfaction of the City that the Prime Contractor substantiates its record of safe performance on construction projects.

4.2 Contractor and Subcontractor Qualifications

Spec. 00 21 13

Experience Statements *(submit within 10 working days after the date of the City's notification of the lowest bidder):*

1. **Project Manager:** The "Project Manager" is the individual responsible for managing the overall contract for the work to be performed. The Project Manager shall demonstrate a minimum of ten (10) years of experience managing building construction projects and have successfully completed at least two (2) projects that include similar scope and complexity in the last six (6) years with a minimum contract value of \$2,000,000 with a minimum of two (2) subcontracted trades.
 - a. At least one (1) of these project shall involve construction on public property owned or leased by a local city, county or state.
 - b. Management experience shall include but not limited to managing project schedule, budget and subcontractors.

4.3 Contractor and Subcontractor Qualifications

Spec. 00 21 13

Experience Statements (*submit within 10 working days after the date of the City's notification of the lowest bidder*):

2. **Superintendent:** The "Superintendent" is the individual responsible for supervising the construction work to be performed. The Project Superintendent shall demonstrate a minimum of ten (10) years of experience serving as the superintendent for building construction and have successfully completed at least three (3) projects that include similar scope and complexity in the last eight (8) years with a minimum contract value of \$2,000,000 and at least two (2) subcontracted trades.
 - a. At least one (1) of these project shall involve construction on public property owned or leased by a local city, county or state.

4.4 Contractor and Subcontractor Qualifications

Spec. 00 21 13

Experience Statements *(submit within 10 working days after the date of the City's notification of the lowest bidder):*

3. **Elevator Subcontractor:** The "Elevator Subcontractor" is responsible for modernizing the existing elevators as well as providing preventative maintenance and service. The Elevator Subcontractor shall demonstrate:
 - a. Possession of a California C-11 Elevator Contractor license.
 - b. Successfully completed at least three (3) projects of comparable scope / complexity in last five (5) years.
 - c. Supervisor assigned to work on this project shall have a minimum of 4 years of journey-level experience with the last ten years.
 - d. All elevator technicians assigned to work on this project shall hold Elevator Technician (CET) credentials or equivalent.
 - e. OSHA 10/13-Hour certification for all field personnel that will work on this project.
 - f. Elevator Subcontractor shall, at a minimum, occupy an office within 50 miles from project site and directly employ no fewer than three (3) qualified, State-Licensed service mechanics whose primary residence is within fifty (50) miles of the project site.
 - g. Modernization work and maintenance duties shall routinely be separately performed by specialized crews and individuals.

5.1 Bid Items – Schedule of Bid Prices

Spec. 00 41 00

SCHEDULE A: CONSTRUCTION CONTRACT

Bid Item No.	Bid Item	Amount
A1	The Work per Plans and Specifications (Excluding bid items listed below)	\$ _____
A2	Hazardous Materials Abatement Work	\$ _____
A3	Allowance for Unforeseen Hazardous Materials Work	\$25,000
A4	Allowance for Partnering Facilitation and Related Costs	\$20,000
A5	Allowance for Unforeseen Federal Tariffs	\$25,000
TOTAL BID PRICE (Summation of All Bid Items):		\$ _____

5.2 Bid Items – Schedule of Bid Prices

Spec. 00 41 00

SCHEDULE B: SERVICE CONTRACT

Schedule B will count towards determination of low bid but will not be included in the contract award. The bid items from Schedule B shall be part of a separate contract between the Elevator Maintenance Service Provider and the War Memorial & Performing Arts Center. Refer to Section 01 20 00 – Price and Payment Procedures.

Bid Item No.	Bid Item Name	Estimated Quantity	Unit*	Unit Price	Extension
B1	Elevator Maintenance and Service During Construction	16	M	\$ _____	\$ _____
B2	Elevator Maintenance and Service After Substantial Completion	24	M	\$ _____	\$ _____
B3	Elevator Repair Service - Straight Time Rate	100	HR	\$ _____	\$ _____
B4	Elevator Repair Service - Premium Time Rate	100	HR	\$ _____	\$ _____
TOTAL BID PRICE OF SCHEDULE B (Summation of All Bid Items):				\$ _____	

*Note: LS = Lump Sum; HR = hour; M = month.

6.1 Temporary Facilities and Controls

Spec. 01 50 00

The building facility will be occupied and opened to the public during the Work of this Contract. The Contractor shall take all necessary precautions and implement mitigation controls to minimize disruption to occupied areas. Contractor shall always maintain access to these areas during construction including entrances, accessible path of travel, and egress.

Security Check-in: Contractor will need to sign in and out at the security desk at the staff entrance located at the northwest corner of the building everyday every time accessing the interior of the building.

Site Access: If vehicular or pedestrian access is limited at any time during construction including access to properties adjacent to the limit of work, the contractor shall notify the city Representative in writing and obtain approval to closing vehicular or pedestrian access.

Elevator Access: Both elevator #6 & #7 will be taken out of service for the duration of the project. Contractor will make arrangement with elevator subcontract for access of the elevators.

6.2 Temporary Facilities and Controls

Spec. 01 50 00

Work Hours: Monday – Friday: 7 AM to 4 PM

Work Scheduling:

Contractor shall coordinate its operation with the City and shall incorporate in its Progress Schedule activities for all special events that will require the Contractor to suspend its operation at the project site.

Work Blackout Dates:

There will be no construction work on those days, and contractor shall schedule the work around those Days. The work area must be clean, safe and secured from the public during the events. All heavy Equipment and materials shall be temporary relocated as required. The street around the facility shall Not be blocked or obstructed by any construction related items including but not limited to materials, Equipment, or vehicles. Vehicular and pedestrian traffic in the public right-of-way shall not be blocked Under any circumstances.

7. Material Reduction and Recovery Plan

Spec. 01 74 50

Contractor shall submit Material Reduction and Recovery Plan (MRRP), monthly summaries, supporting documentation and final report in Electronic format (Green Halo System Platform) :

<http://sfgov.wastetracking.com/>

Green Halo Tracking Number:

GH194-141-4514



8. Bid Forms Checklist

Spec. 00 40 13

SECTION 00 40 13

BIDDING FORMS CHECKLIST

To be submitted with Bid for:

WAR MEMORIAL OPERA HOUSE ELEVATOR MODERNIZATION
(San Francisco Public Works Sourcing Event ID No. 0000010730)

- A. Each Bidder shall submit with its Bid the following forms, properly completed and executed:
- Executed Bid Form (Section 00 41 00) with contractor's license number and expiration date.
 - Bid security equal to 10% of the Bid (Section 00 43 13).
 - Acknowledgment of Receipt of Addenda (Section 00 43 20).
 - Proposed Subcontractors Form (Section 00 43 36).
 - Bidder's Qualifications (Section 00 45 13)
 - Bidder's Safety Record (Section 00 45 14)
 - Release and Waiver Agreement (Section 00 45 16).
 - Highest Prevailing Wage Rate Certification (Section 00 45 60).
 - Certificate of Bidder Regarding Apprenticeship Training Program (Section 00 45 65).
 - Certificate of Bidder Regarding Nondiscrimination in Contracts and Benefits (Section 00 45 70).
 - Non-collusion Affidavit (Section 00 45 80).
 - Certification of Bidder Regarding Debarment and Suspension (Section 00 45 82).
- B. Digital file of the Bid shall be submitted by following the instructions in Section 00 21 13 Appendix A. Submitted Bid shall be a single file in PDF format containing all pages of the Bid and named as "Bid for Sourcing Event ID No. 0000010730 by <Bidder Name>.pdf". Unreadable files or pages may result in a Bid being found non-responsive.
- C. The Director of the San Francisco Public Works reserves the right after opening Bids to reject any or all Bids, and to waive any minor irregularity in a Bid.
- D. Bids must be submitted no later than the date and time specified in the Advertisement for Bids, or as subsequently specified if changed by Addendum by following the instructions provided in Section 00 21 13 Instructions to Bidders.

END OF SECTION

9. Bid/Quotation Submission

Spec. 00 21 13 appendix A

Responses to the bid for the project shall be submitted online via ShareFile as the following URL:

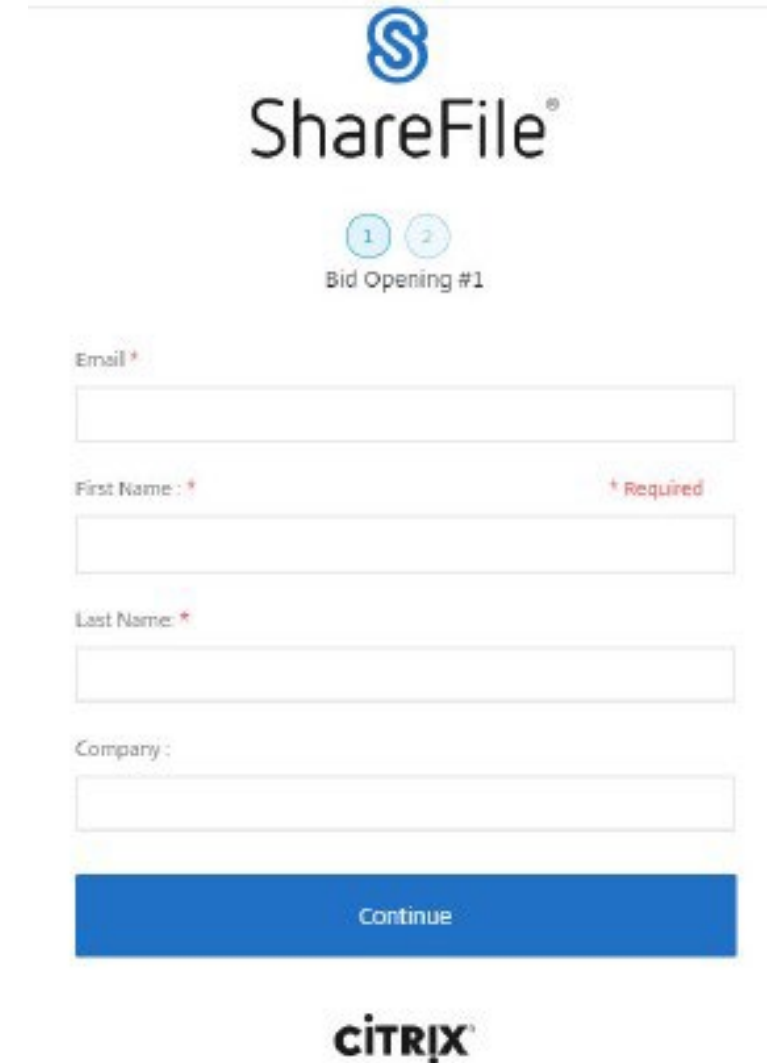
<https://sanfranciscopublicworks.sharefile.com/i/i00bde447db345ffa>

Submit as a single file in PDF format containing all pages of the bid
And named as “Bid for Sourcing Event ID No. 0000010730 by
<Bidder Name>.pdf” by August 13, 2025 until 2:30PM, PST.

Late submissions will not be considered.

(Please leave sufficient time for the document to upload)

Any questions please email: contractadmin.staff@sfdpw.org



The image shows a screenshot of a ShareFile web interface for a bid opening. At the top, the ShareFile logo is displayed, followed by a progress indicator showing two steps, with the first step highlighted. Below this, the text "Bid Opening #1" is visible. The form contains several input fields: "Email" with an asterisk, "First Name" with an asterisk and a "Required" label, "Last Name" with an asterisk, and "Company". A blue "Continue" button is located at the bottom of the form. The Citrix logo is visible at the bottom right of the page.

10. Supplementary Bidding Forms

Spec. 00 49 00

SECTION 00 49 00

END OF SECTION

SUPPLEMENTARY BIDDING FORMS CHECKLIST

To be submitted after bid opening for:

WAR MEMORIAL OPERA HOUSE ELEVATOR MODERNIZATION
(San Francisco Public Works Sourcing Event ID No. 0000010730)

- A. Within ten (10) working days after date of the City's notification of the lowest Bidder the apparent low Bidder and any other Bidder so requested shall submit the following completed forms and additional sheets as necessary:
- Experience Statement (Section 00 49 12).
Submit above forms by email to: Simon.M.Chu@sfdpw.org with the subject line "Supplementary Bidding Forms for War Memorial Opera House Elevator Modernization."
 - Certification of Subcontractor, Lower-Tier Subcontractor or Supplier Regarding Debarment and Suspension (Section 00 49 14), completed by each subcontractor, lower-tier subcontractor and supplier for lower tier covered transactions of \$25,000 or more.
 - Certificate of Subcontractor Regarding Apprenticeship Training Program form (Section 00 49 15).
Submit above forms to ContractAdmin.Staff@sfdpw.org with the subject line "Supplementary Bidding Forms for Sourcing Event ID No. 0000010730."
- B. Escrow Bid Documents: Within ten (10) working days after receiving notification of the award of Contract, Contractor shall submit a set of Escrow Bid Documents accompanied by a signed original Escrow Bid Documents Declaration form (Section 00 49 16) in a sealed container in accordance with Section 00 22 30 - Escrow Bid Documents
- C. **Local Hiring Requirements:** The Office of Economic and Workforce Development (OEWD) administers the City's Local Hiring requirements and are located at One South Van Ness Ave., 5th Floor, San Francisco, CA 94103. Contractors shall submit Local Hiring forms, as applicable, to OEWD within ten (10) working days of notice of Award. Refer to Section 00 73 30 for Local Hiring forms required to be submitted after Award of Contract. Should the Contractor not submit the required forms in the timeline specified, the Contractor may be found unresponsive and the Award of Contract may be rescinded.

Questions and submission of Local Hiring forms should be directed to the assigned OEWD CityBuild Compliance Officer. Additional questions may be sent to local.hire.ordinance@sfgov.org.
- D. Should the Contractor not submit the required forms in the timeline specified, the Contractor may be found unresponsive and the Award of Contract, if issued, may be rescinded.

11. Q & A

For question, please use Question on Bid Documents (QBD) Form – Spec 00 21 14

See questions to: Simon Chu, simon.m.chu@sfdpw.org

Bid Submission Date: Wednesday, August 13, 2025 until 2:30PM, PST

Electronic Submission Only