

ZSFG Building 5 Cargo Elevator Modernization



**Pre-Bid Meeting
November 19, 2025**

Sourcing Event ID: 0000011078



ZSFG Building 5 Cargo
Elevator Modernization

www.sfdpw.org

Agenda

1. Project Description
2. Contract Details
3. City Requirements
 - Contract Monitoring Division (CMD)
 - Office of Economic Workforce Development (OEWD)
 - Office of Labor Standards Enforcement (OLSE)
4. Bidder Qualifications
5. Subcontractor Qualifications
6. Contractor Experience Statements
7. Bid Items
8. Special Project Procedures for Zuckerberg San Francisco General
9. Temporary Facilities and Controls
10. Material Reduction and Recovery Plan
11. Bidders Forms Checklist
12. Bid/ Quotation Submission
13. Q&A



Project Description

The project is to modernize two existing service elevators at San Francisco General Hospital, Building 5. The scope of work to be completed under this contract includes, but are not limited, to the following:

1. Demolition
2. Hazardous material abatement
3. Elevator machine, equipment, and control panel replacement
4. Hall fixtures, buttons, and signage replacement
5. Electrical / lighting / mechanical system modification
6. Fire alarm system modification

The project scope of work also includes the following delegated designs:

1. Fire alarm modification
2. Elevator equipment anchor, support, and attachment

In case of discrepancies, the official Contract Documents and addenda, if any, shall govern.

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



Contract Details

Sourcing Event ID: 0000011078

Title: ZSFG Building 5 Cargo Elevator Modernization

Project Site Address: 1001 Potrero Avenue, Building 5

Duration: 550 calendar days for substantial completion; 60 calendar days for final completion.

Liquidated Damages: \$2,000 per day

Bid/Quotation Submission:

Bids shall be submitted **online** via ShareFile **until 2:30:00 p.m., PST on December 17, 2025**, 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.

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



ZSFG Building 5 Cargo
Elevator Modernization

Contract Details

Questions on Bid Documents:

Send to Lisa Zhuo at lisa.zhuo@sfdpw.org

Refer to Project Manual Section 00 21 14

SECTION 00 21 14													
QUESTION ON BID DOCUMENTS (QBD) FORM													
<i>Potential Bidders must complete this QBD Form and submit to the address or email below no later than 10 calendar days before the Bid Submission Due Date.</i>													
Project: ZSFG BUILDING 5 CARGO ELEVATOR MODERNIZATION	<table border="1"><thead><tr><th colspan="2">City Use Only</th></tr></thead><tbody><tr><td colspan="2">QBD No. _____</td></tr><tr><td colspan="2">Received by: _____</td></tr><tr><td colspan="2">Date Received: _____</td></tr><tr><td>Addendum Issued?</td><td>☐ Yes ☐ No</td></tr><tr><td colspan="2">Date Sent Response: _____</td></tr></tbody></table>	City Use Only		QBD No. _____		Received by: _____		Date Received: _____		Addendum Issued?	☐ Yes ☐ No	Date Sent Response: _____	
City Use Only													
QBD No. _____													
Received by: _____													
Date Received: _____													
Addendum Issued?	☐ Yes ☐ No												
Date Sent Response: _____													
Sourcing Event No. 0000011078													
To: Bureau of Project Management San Francisco Public Works 49 South Van Ness Avenue, Suite 1100 San Francisco, California 94103 Telephone: (628) 271-2777 Attention: Lisa Zhuo Email: Lisa.Zhuo@sfdpw.org													
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>													
☐ Spec. Section: _____	Paragraph(s): _____												
☐ Drawing Sheet: _____	Detail(s): _____												
Question: _____													



ZSFG Building 5 Cargo
Elevator Modernization

City Requirements

Contract Monitoring Division (CMD)

Contact:

James Chung

415-554-0640

James.Chung@sfgov.org

- 10% Bid Discount for Small-LBE or Micro LBE Bidders
- Refer to Section 00 22 11 for more details

There are **NO Requirements for LBE Subcontracting Participation Requirement and Good Faith Efforts**

- Other CMD requirements shall apply



ZSFG Building 5 Cargo
Elevator Modernization

City Requirements

Office of Economic Workforce Development (OEWD)

Contact:

Ricardo Arias

415-701-4848

Ricardo.Arias@sfgov.org

Office of Labor Standards Enforcement (OLSE)

Contact

Anna Liu

(415)554-5404

anna.liu@sfgov.org



ZSFG Building 5 Cargo
Elevator Modernization

Bidder Qualifications

Spec. § 00 21 13

Bidder shall submit with its Bid:

- (1) a completed Bidder's Qualifications form (§ 00 45 13)
- (2) a completed and executed Release and Waiver Agreement (§ 00 45 16)
- (3) a completed Bidder's Safety Record form (§ 00 45 14)

Bidder's Qualifications (Section 00 21 13):

- 1. Possess a 'B' license.
- 2. Prime Contractor shall have successfully completed a minimum of 3 projects in the last 10 years involving elevator modernization, replacement, or new installation
 - 1. At least one of the projects shall involve work in an occupied and operational OSHPD / HCAI Type 1, Type 1R, or Type 2 building substantially completed within the past 10 years with a total construction cost of \$500K or greater; alternatively, a completion of a series of individual separately permitted OSHPD / HCAI projects with a total cumulative total construction cost of \$750K or greater.
 - 2. At least two projects shall involve new construction or renovation scopes with each project having a total construction cost of \$1M or greater



Subcontractor Qualifications

Spec. § 00 21 13

Elevator Subcontractor Qualifications (Section 00 21 13):

1. Possess a California C-11 license.
2. Elevator Subcontractor shall have completed at least 3 elevator modernization, replacement, or new installation projects with a minimum contract value of \$500K in similar or greater scope and complexity in the last 10 years.
3. Elevator Subcontractor shall occupy an office within fifty (50) miles of the 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.



Contractor Experience Requirements

Spec. § 00 21 13

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

Prime Contractor's Project Manager: Experience working in private or public hospital facilities under HCAI jurisdiction in California and successfully completed a min. of one HCAI Type 1, Type 1R, or Type 2 hospital building construction projects similar or greater in scope and complexity in the last 10 year.

Prime Contractor's Site Superintendent: Experience working in private or public hospital facilities under HCAI jurisdiction in California and successfully completed a min. of one HCAI Type 1, Type 1R, or Type 2 hospital building construction projects similar or greater in scope and complexity in the last 10 year.

Elevator Modernization Project Manager: Minimum of 3 years of direct experience coordinating elevator modernizations of comparable size and complexity.

Elevator Modernization Superintendent: Minimum of 10 years of experience supervising field teams in execution of elevator modernizations of comparable size and complexity.

Elevator Modernization Mechanics (3): shall have successfully completed a minimum of 5 modernization projects of comparable size and complexity.

Please refer to Spec Section 00 21 13 for details.



Bid Items

Spec. § 00 41 00
 § 01 20 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	\$15,000
A5	Allowance for Unforeseen Federal Tariffs	\$30,000
TOTAL BID PRICE (Summation of All Bid Items):		\$ _____

← Contract amount
 (between PW and Prime Contractor)

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 Real Estate Division. 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 After Substantial Completion	24	M	\$ _____	\$ _____
B2	Elevator Repair Service - Straight Time Rate	100	HR	\$ _____	\$ _____
B3	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.

← Elevator Maintenance contract (to be executed between Elevator Subcontractor and RED after Final Acceptance of Elevator Work)

SUM TOTAL OF SCHEDULE A & SCHEDULE B:

The following sum shall be used to determine the low bid.

SUM OF TOTAL BID PRICE OF SCHEDULE A + SCHEDULE B:	\$ _____
--	----------

← Amount used to determine low bid



ZSFG Building 5 Cargo
 Elevator Modernization

Special Project Procedures for Zuckerberg San Francisco General

Spec. § 01 35 13

Zuckerberg San Francisco General Hospital & Trauma Center (ZSFG) requires the contractor to obtain permits, attend training / orientation, submit work plans and follow other requirements. The procurement of these items is the responsibility of the Contractor.

- **Mandatory Safety Hospital Orientation Seminar** – *only workers that have completed this safety seminar are allowed to work on site.*
- **Combined Contractor's Work Permit (CCWP)**– *must be obtained prior to starting any work on site.*
- **Infection Control Construction Permit (ICCP)** – *must be obtained prior to starting any abatement, demolition, or construction work.*
- **Hot Work Permit**
- **Shutdown Permit**
- **Evidence of Baseline TB Test and Flu Shot** – *contractor shall ensure all workers have a baseline TB test performed within 3 months of starting work at ZSFG and receive seasonal flu shots.*
- **Daily Check-in of All Contractor Personnel** – *all contractor and subcontractor must sign-in with the Service Building watch desk at the beginning of each shift. The watch desk will provide temporary "contractor badge" which is to be displayed on each worker while on ZSFG Campus.*



Temporary Facilities and Controls

Spec. § 01 50 00

Work Hours: 7:00am to 5:00pm Monday – Friday (*unless otherwise stated in other sections of the Project Manual*)

Contractor Access and Staging Plan: must be submitted and approved prior to commencement of work

Work Restrictions:

1. The building will be occupied and operational during the work of this contract. The contractor shall take all necessary precautions and implement mitigation controls to minimize disruption to occupied areas.
2. The contractor shall maintain access to the building at all times during construction, including building entrances, accessible path of travel, and egress.
3. The Contractor must complete the modernization work of each service elevator individually and in sequential order. At least one elevator shall be in service at all times.

Material Reduction and Recovery Plan

Spec. § 01 74 50

Contractor shall submit MRRP, monthly summaries, supporting documentation and final report in electronic format (Green Halo Systems Platform): <http://sfgov.wastetracking.com/>

Green Halo Tracking Number:

- **GH345-345-6981**



ZSFG Building 5 Cargo
Elevator Modernization

Bidding Forms Checklist

Spec. § 00 40 13

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).

Bid/ Quotation Submission

Spec. § 00 21 13 Appendix A

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

<https://sanfranciscopublicworks.sharefile.com/i/i0e83e470ea740f99>

Submit as a single file in PDF format containing all pages of the Bid and named as

“Bid for Sourcing Event ID No. 0000011078 by <Bidder Name>.pdf”

by

December 17, 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

12

Bid Submission 0000011078 – ZSFG Building 5 Cargo Elevator Modernization project

Please provide your information to receive an activation email.

Email: *

First Name: *

Last Name: *

Company:

Continue



ZSFG Building 5 Cargo
Elevator Modernization

Q&A

1. For questions on bid documents, please use Questions on Bid Documents (QBD) Form – Spec. § 00 21 14

Send questions to: Lisa Zhuo, lisa.zhuo@sfdpw.org

2. For questions on bid submission, please contact contractadmin.staff@sfdpw.org

Quote Submission Date: **December 17, 2025, until 2:30PM, PST** – electronic submission
ONLY