



# CONTRACT MONITORING DIVISION OFFICE OF THE CITY ADMINISTRATOR



Daniel Lurie, Mayor

Carmen Chu, City Administrator

Regina Chan, Director

Pier 96 Crane Demolition  
Pre-Bid Meeting February 25, 2026@10:30AM  
Heron's Head Park located at  
32 Jennings Street, San Francisco, CA

CMD Contact Information: Melinda Kanios (415)554-0657; [melinda.kanios@sfgov.org](mailto:melinda.kanios@sfgov.org)

CMD Attachment 1: Please read carefully. Chapter 14B requirements and forms are included in Attachment 1, found in the specs or on CMD's website: [www.sfgov.org/cmd](http://www.sfgov.org/cmd) 11/01/25 version

## LBE Bid Discount

- San Francisco Micro- and Small-LBE Primes will receive a 10% bid discount for this project. LBE primes that apply for the bid discount must be certified on the bid due date.
- SBA-LBES will receive a 5% bid discount. However, the SBA-LBE bid discount will not be applied in cases where the Micro- or Small -LBE is the apparent low bidder.
- If you are interested in becoming certified please contact our certification unit as soon as possible. Please be aware that CMD may not be able to complete the certification of new firms by the bid due date. Contact the Certification Unit [lbecert@sfgov.org](mailto:lbecert@sfgov.org) or CMD's general number to leave a message (415)554-0630.
- Joint Ventures. Under the current Chapter 14B Ordinance, for construction contracts, there is no bid discount for Joint Ventures with LBE participation.

## LBE Subcontracting Requirement(s)

### Combined Micro/Small -LBE Requirement:

- The LBE subcontracting participation requirement is **10%**. Bids must meet the 10% LBE subcontracting requirement on Section 00 43 36 at the time of bid or the bid may be deemed nonresponsive.
- Only SF Micro and Small -LBEs certified by CMD can be utilized to meet the LBE subcontracting requirement. A list of certified firms is available on the CMD website. LBE subs must be certified on the bid due date (3/11/26) and they must be certified in the areas that they are being listed to perform.
- LBE prime participation cannot count towards meeting the LBE subcontracting requirement.
- The Prime cannot use deletable bid items, allowances and contingency bid items to meet the LBE subcontracting participation requirement.

## Good Faith Efforts Requirements

There are three approaches you can utilize to meet the good faith efforts requirements. However, you must still meet the LBE subcontracting participation requirement(s).

1. Under Approach A, the Prime Bidder must exceed the sum of the project's stated LBE participation requirement(s) by 35%.

For this project, 35% of 10% subcontracting requirement is 3.5%. Add 3.5% to 10%. Which equals 13.5%. In order for the Prime to meet the "GFE" requirements with respect to Approach A, the Prime's LBE participation must meet or exceed 13.5%. If the Prime will be utilizing this approach, the Prime must check YES under Approach A of CMD Form 2B.

\*Note for LBE Prime bidder: LBE primes may count their own work towards the extra 35% portion for Approach A. The LBE prime must still use LBE subcontractors to meet the LBE subcontracting participation requirement(s) as stated above, but may use their own work towards exceeding the requirement by 35% under Approach A

OR

2. Under Approach B, the Prime bidder must list a Micro-LBE subcontractor on its Bid that they have not listed on its last five (5) most recent City awarded contracts that have a LBE sub participation requirement.

OR

3. Under Approach C, the Prime must earn at least 50 points by demonstrating that it negotiated with LBEs in good faith. The Prime must submit supporting documentation as outlined under this approach at the time of bid in order to earn points. \*Note that for each Item, you cannot earn partial points.

Pay attention to the instruction for each Approach on Form 2B. Form 2B will walk you through the three options that I just mentioned. Please have your outreach person contact me so I can walk them through the CMD website. The LBE Online Directory is also on the CMD website [www.sfgov.org/cmd](http://www.sfgov.org/cmd)

- While Primes are performing good faith efforts, it is the responsibility of the Prime to communicate with the LBE subs and determine qualifications for the scopes of work/services that the LBE subs are being listed for and expected to perform.

Other Requirements: None

- Trucking: The Prime must list all lower tier trucking subs on CMD Form 6A when subcontracting out any portion of the trucking work. The Prime will receive 100% participation credit when a LBE trailer is pulled by a LBE owned tractor. The Prime will only receive 60% participation credit when a LBE owned trailer is pulled by a non-LBE owned tractor.
  - Keep in mind that disposal fees do not count towards meeting the LBE sub requirement; make sure you separate that part out if the LBE trucking firm provides a quote that includes the disposal fees.
  - Please make sure the LBE trucking firm that you are listing to do the hauling work owns its trucks, and the trucks must be listed under its certification.
  - Any equipment like grit separators, tanks, and debri boxes fall under the LBE category "Construction Equipment" and not under the "Trucking and Hauling" category. Make sure you indicate the correct LBE category for the appropriate scope that you are listing them to perform on Section 00 43 36. LBE firms under the "Construction Equipment" category are equipment sale and rental firms, which only 60% of the equipment

rental fee (current market rate) can be credited towards meeting the LBE sub requirement

- Special Materials: For the cost of items deemed special materials/equipment in Section 00 16 00, you will receive *only* 5% of the purchase price of these items towards meeting the LBE subcontracting requirement if you utilize a LBE Supplier to purchase these items and that Supplier is CMD certified for these types of items. Otherwise, you will receive 0% LBE credit for the purchase of these items. Note that LBE subcontractors will only receive 100% for the installation (labor) and 5% for the purchase price of the special material that it will be installing.

Forms to be submitted with the Bid:

- CMD Form 2B along with all supporting documentation as required from CMD Attachment 1
- Section 00 43 36 of the bid specifications must be submitted with the Bid. If you are using a LBE to meet the LBE subcontracting requirement(s), even if the percentage of LBE work is under ½ of 1%, the sub must be listed on Section 00 43 36 in order to receive LBE credit. This includes LBE trucking firms and LBE suppliers.

#### 5-Day Submittals from CMD Attachment 1

The apparent low bidder must submit, by 5:00pm on the fifth business day after bid opening:

- Form 3 CMD Compliance Affidavit
- Form 6 LBE Subcontractor Participation Affidavit
- Form 6A LBE Trucking Form (if applicable)

#### Tracking LBE Utilization

Prime contractors and all subcontractors who are awarded City contracts are required to enter and confirm payment information in a City approved payment system (e.g., City's PeopleSoft System, SOLIS, etc.) For the City's PeopleSoft System, additional information and self-service training can be found at <https://sfcitypartner.sfgov.org/Training>

CMD strongly encourages each Prime bidding on this project to contact me if you have any questions regarding any of the CMD requirements or forms.