

**Request for Qualifications
DESIGN-BUILD SERVICES
For
1660 MISSION HEALTH RECOVERY & CONNECTION CENTER PROJECT
CITYWIDE PROJECT LABOR AGREEMENT
(San Francisco Public Works Sourcing ID 000011199)**



RFP Pre-Proposal Conference

May 07, 2026

AGENDA

1. **Introduction**
2. **Project Information:** Youcef Bouhamama, Public Works Project Manager
3. **Project Scope Overview:** Frederic Simmons, DPH Project Manager
4. **City Contract Requirements:**
 - Office of Labor Standards Enforcement (OLSE) - **Lucio Sánchez (Breena Gonzales)**
 - Office of Economic Workforce Development (OEWD) - **Tajuana Gray**
5. **RFP Solicitation:** Youcef Bouhamama
 1. RFP Process for Design-Build Delivery
 2. RFP Anticipated Schedule
6. **Q&A**



PROJECT INFORMATION

- Owner: Department of Public Health (DPH)
- Managed by SF Public Works
- Delivery: Design-Build Delivery with Fixed Budget Limit (Stipulated Sum)
- Anticipated Fixed Budget Limit (FBL) for design and construction services shall not exceed **\$58M**
- The contract duration is twenty-seven (27) months, commencing with an anticipated Notice to Proceed (NTP) in October 2026 and ending with Substantial Completion in November 2028, plus a Closeout Period of (3) months.
- **Changes/ Updates from the RFQ:**
 - The anticipated amount for the FBL was increased from \$42M to \$58M
 - The Project is exempt from certain City requirements (Chapter 6, 14B and SF Environment Code) under SF Admin Code, Sec. 6.76 – Public Works Addressing Homelessness.
https://codelibrary.amlegal.com/codes/san_francisco/latest/sf_admin/0-0-0-61483
 - No Chapter 14B Requirements, including the LBE requirements for Design and Construction services
 - No LEED Requirements; the Project will still be subject to the 2022 Green Building Standards, Cal Green, Planning, T24. Refer to Green Building Submittal Form – GS3 (upcoming Addendum)
 - Project Electrification is not mandatory



PROJECT INFORMATION

Changes/ Updates from the RFQ (Continued)

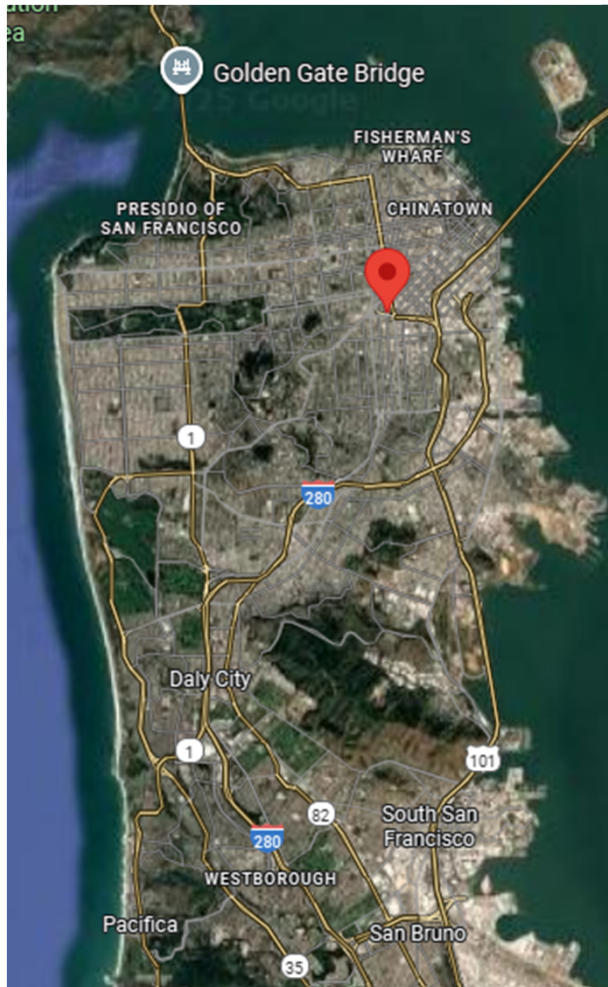
- The Project is exempt from the Art Enrichment Program and Civil Design Review (CDR).
- An Administrative Site Permit has been filed with DBI in Dec. 2025; attached as Exhibit 6 in the RFP
 - Applicable Code is the 2022 CA Building/MEP and Existing Building Code with SF Amendments
- Completed the Geotechnical Investigation, Seismic Evaluation with conceptual seismic retrofit options, Topographic Survey, HazMat Survey, attached as Exhibits to the RFP
- Developed Design Criteria Manual for this project, attached as Exhibit 1.
- The Department of Building Inspections (DBI) has jurisdiction over this project (Not HCAI)
- The project is anticipated to qualify for a Class 32 Categorical Exemption pursuant to CEQA
- The building has been purchased in Oct. 2025, and will be delivered to the Contractor vacant



PROJECT OVERVIEW

Health Recovery & Connection Center

LOCATION: 1660 MISSION ST



- 6-story office building (1987), vacant since 2021
- Previously used for DBI, Planning, Public Works counters
- New program: 24/7 Center, MHSC, City Clinic, DPH Admin
- ~~Full~~ **Selective** interior demolition and rebuild
- Complete MEP/FP replacement
- ~~All electric, LEED Gold,~~ new elevators + **new convenience stair connecting 3 floors (preferred)** + new security/IT

PROJECT OVERVIEW

Health Recovery & Connection Center

LOCATION: 1660 MISSION ST



Otis Street — main public entrance for the 24/7 Center



Mission → Otis pass-through with internal drop-off zone



Mission Street — lobbies for MHSC and City Clinic elevators.

PROJECT OVERVIEW

Health Recovery & Connection Center

LOCATION: 1660 MISSION ST

MEP / ELECTRICAL

- Full MEP/Fire Alarm replacement
- ~~All electric HVAC + new electrical service~~
- New BMS (Delta Controls)

STRUCTURE / ENVELOPE

- Seismic upgrades (as **if** required)
- Roof replacement + PV supports
- Select glazing replacement

ELEVATORS

- Modernize 2 existing elevators **for clients and staff**
- Addition of ~~at least one~~ elevator
- **New** dedicated elevators for City Clinic clients

SECURITY

- Lenel access control
- Milestone cameras
- Duress alarms

IT / LOW-VOLTAGE

- New MDF + IDF's
- CAT6A + fiber backbone
- Dedicated cooling + UPS

CLINICAL SPACES

- 24/7 Center (Level 1)
- MHSC - includes pharmacy (L2–3)
- City Clinic + BSL-1/2 lab (L4)

ACCESSIBILITY / SITE

- New Mission→Otis drop-off
- Sidewalk replacement (Mission + Otis)
- Path-of-travel improvements

FINISHES / INTERIORS

- ~~Full~~ **Targeted** interior rebuild
- Trauma-informed, durable materials
- Acoustics + lighting upgrades



PROJECT OVERVIEW

Health Recovery & Connection Center

LOCATION: 1660 MISSION ST

Note: Image for diagrammatic purposes only, not to scale

Otis Street

Mission Street

Level 6: DPH Admin + Training

Level 5: DPH Admin Offices

Level 4: City Clinic + Lab + Admin

Levels 2 & 3: MHSC; Pharmacy, BHAC, BEAM, & Admin Support

Level 1: 24/7 Center + 3 Public Lobbies

Basement: Fleet Parking / MEP / MPOE

Basement extends below sidewalk on Otis & Mission Street

BART



PROJECT OVERVIEW

Health Recovery & Connection Center

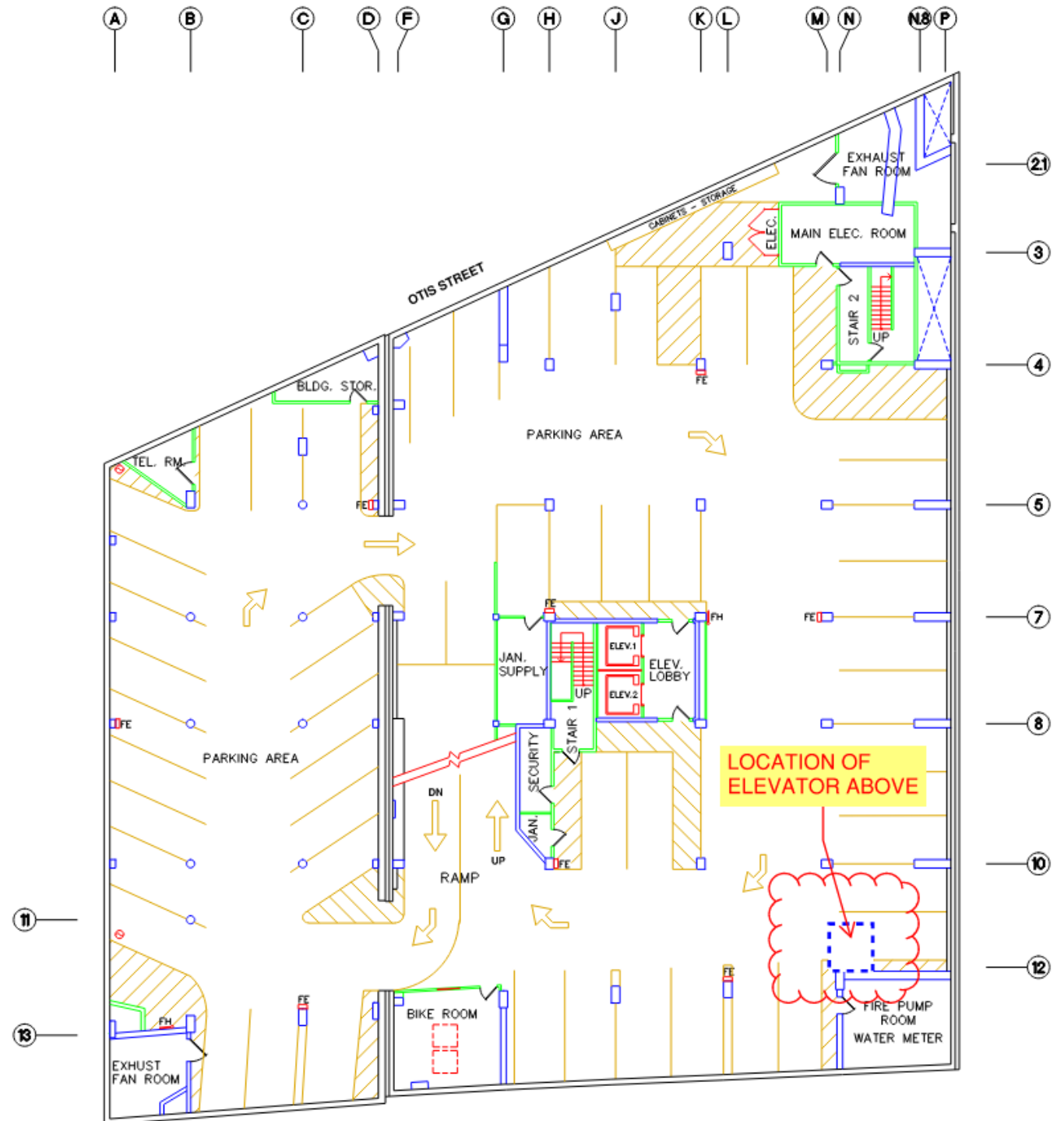
Address: 1660 MISSION ST

Basement Before:

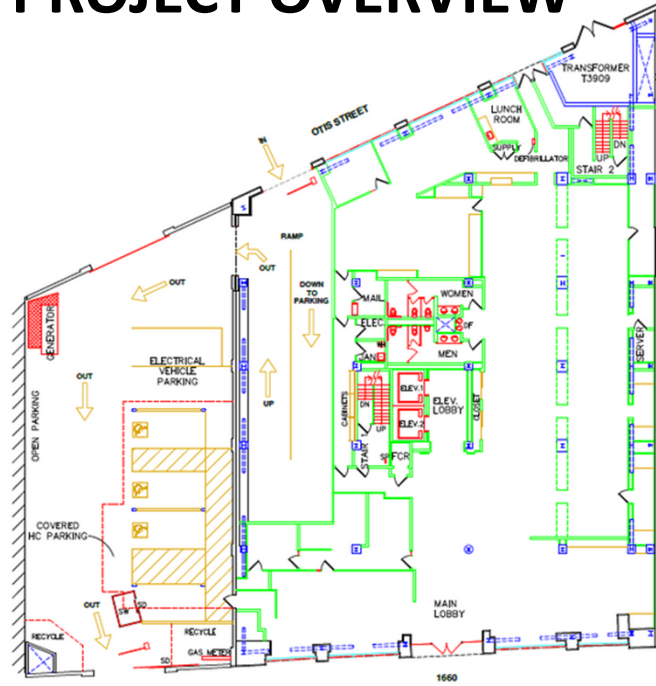
- Enclosed parking area with approx. 51 stalls
- Existing mechanical, electrical, and fire pump rooms
- Basic storage areas; no clinical infrastructure
- Original MDF/telecom not adequate for modern IT needs

Basement After:

- Reconfigured fleet parking with EV-ready infrastructure (per SFFD AB 4.29)
- Updated MEP rooms
- MDF with dedicated cooling
- Improved layout to support full-building IT, security, and BMS systems
- **Building Engineer's Office**
- **City Clinic elevator is preferred to have a suspended pit from the first floor, specifically to avoid foundation work**



PROJECT OVERVIEW

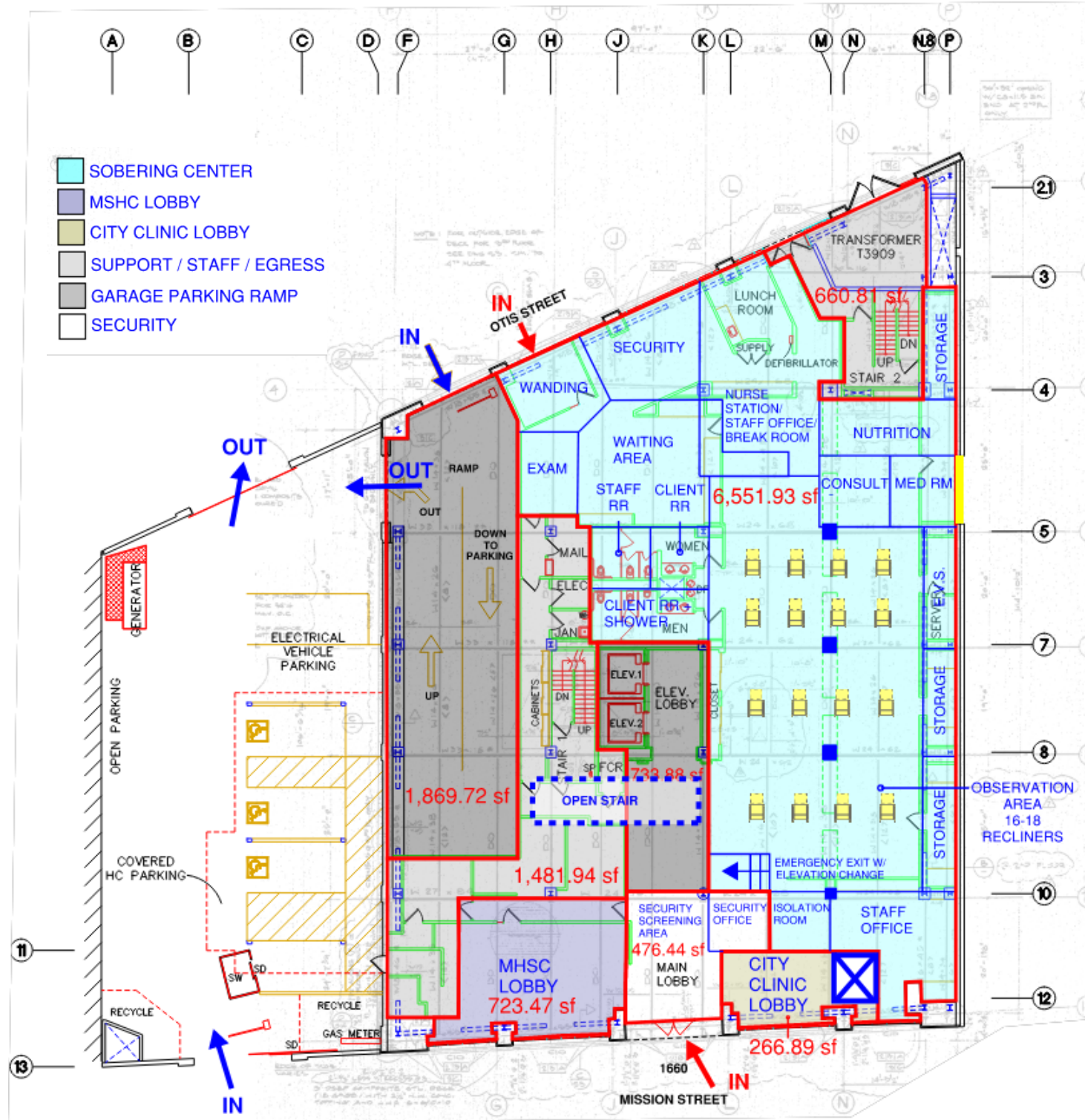


Level 1 Before:

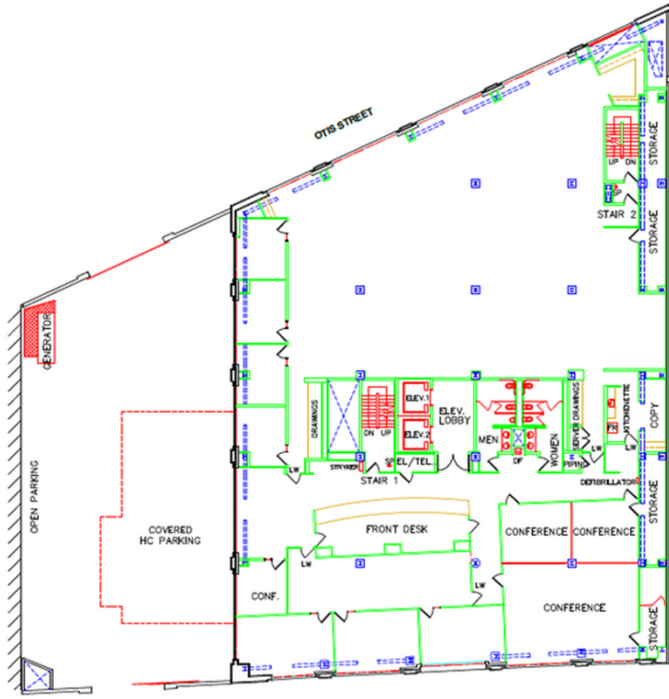
- Large open public lobby for DBI / Planning counters
- Multiple public service windows and waiting areas

Level 1 After:

- New 24/7 Center with controlled entry and client intake
- ~~Three~~ **Two** new separate lobbies for: MHSC, and City Clinic
- Reconfigured arrival area tied to Mission → Otis drop-off flow
- Upgraded finishes, lighting, and security systems throughout



PROJECT OVERVIEW

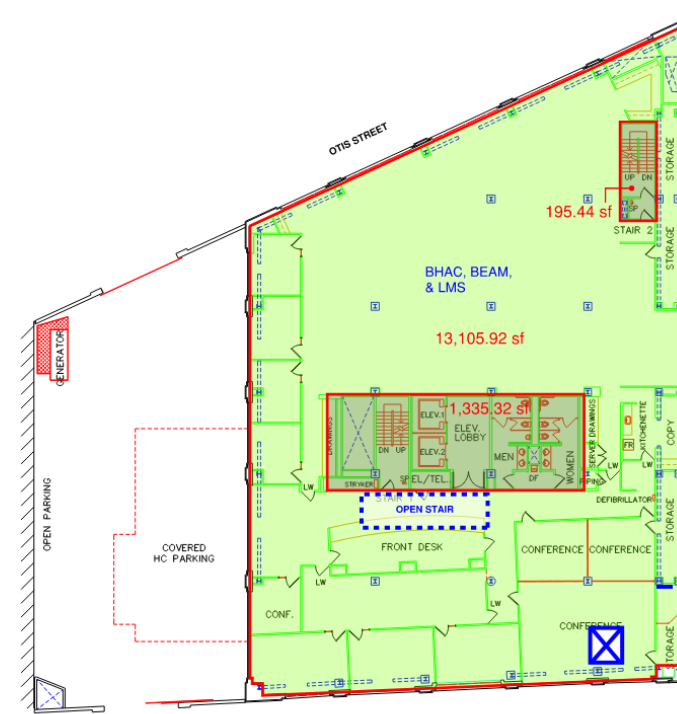


Levels 2 & 3 Before:

- Open office floor with cubicles and enclosed offices

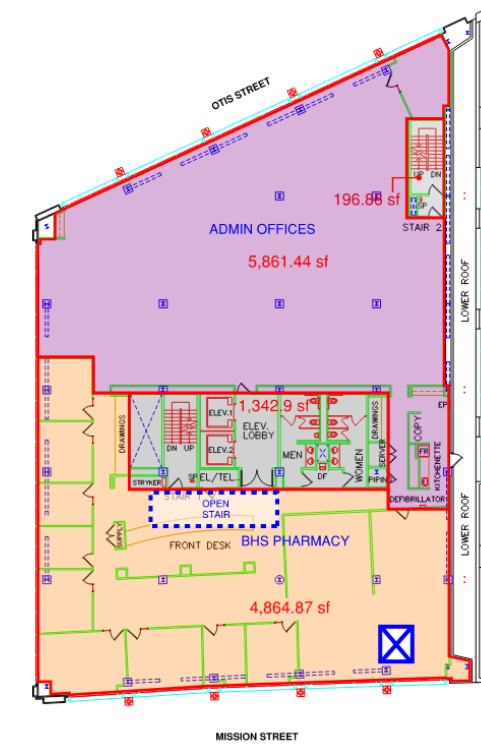
Levels 2 & 3 After:

- MHSC - (Pharmacy, BHAC, ~~OBIC~~ **BEAM**, & admin support)
- Exam, consult, group rooms, team spaces
- New clinical circulation with secure boundaries
- Upgraded HVAC with clinical ventilation requirements
- Improved acoustic/privacy performance + trauma-informed finishes



Level 2

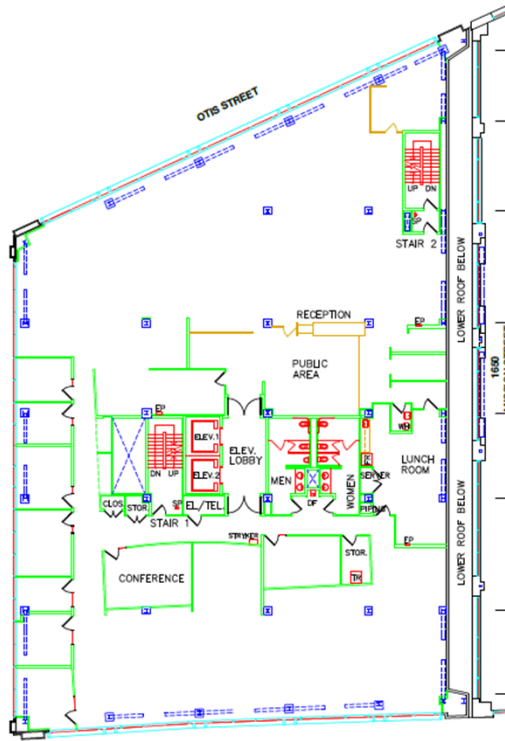
- BHAC & BEAM
- SUPPORT / EGRESS



Level 3

- ADMIN OFFICES
- BHS PHARMACY
- SUPPORT / EGRESS

PROJECT OVERVIEW

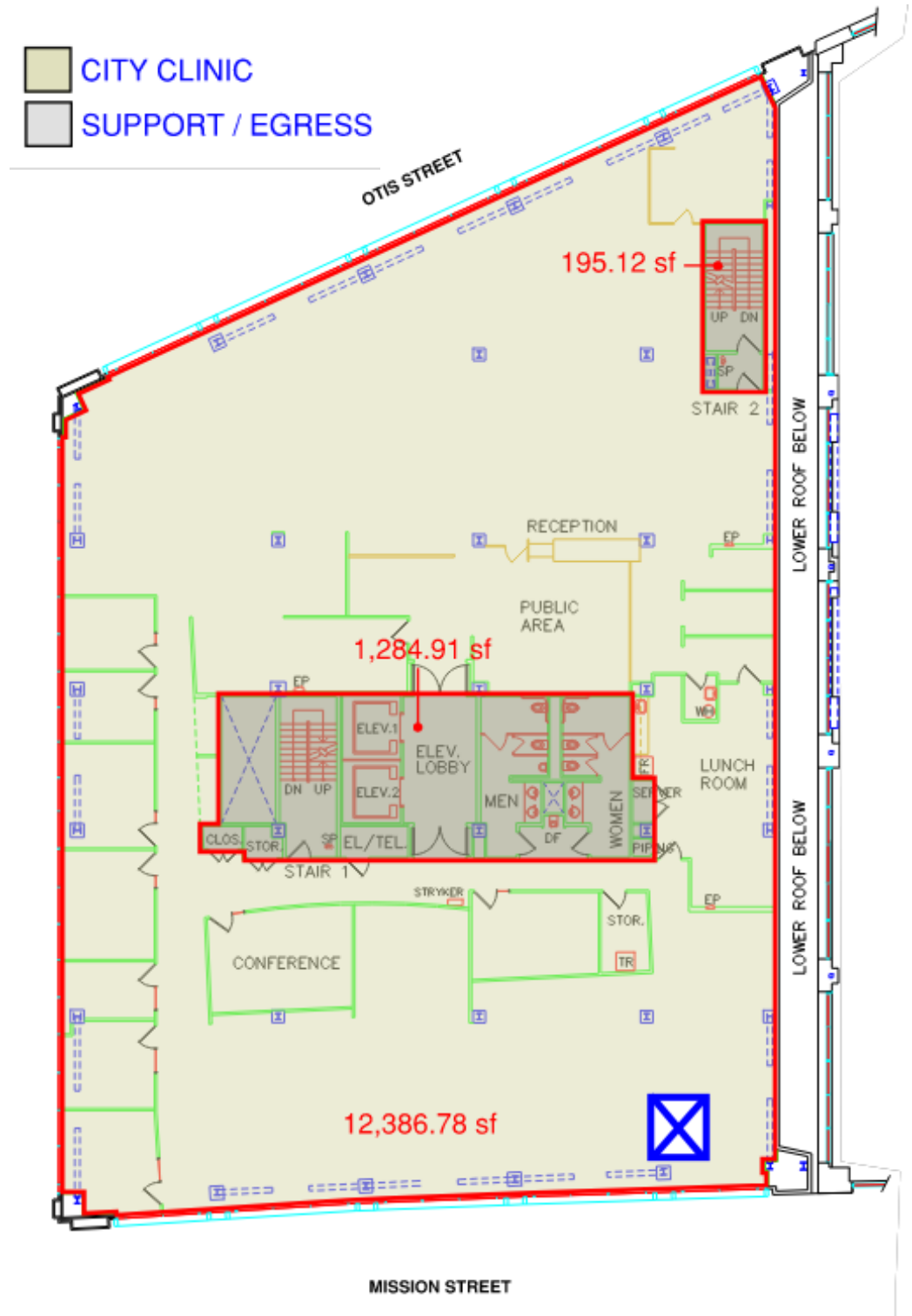


Level 4 Before:

- Open office floor with cubicles and enclosed offices

Level 4 After:

- City Clinic with exam room, lab, pharmacy / medication room, & admin support
- BSL-1/BSL-2 laboratory per CDC BMBL requirements
- Separate patient and staff circulation routes
- Upgraded HVAC, plumbing, and finishes for infection control



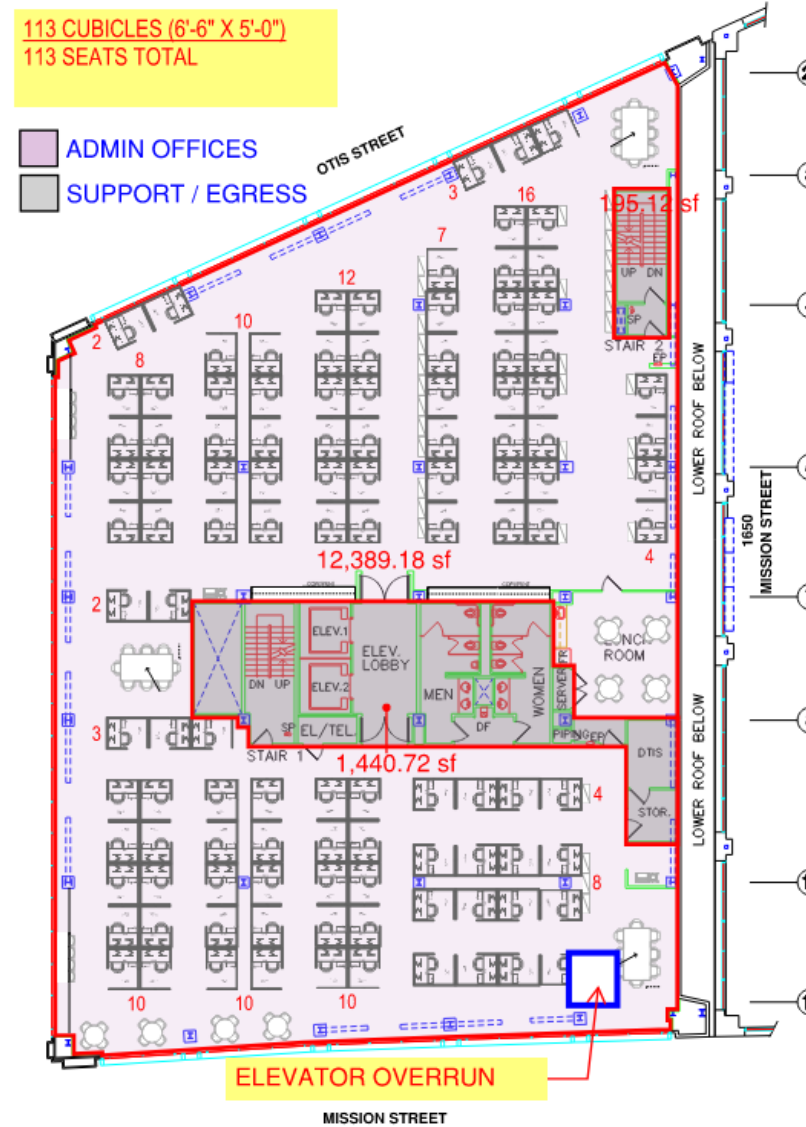
PROJECT OVERVIEW

Levels 5 & 6 Before:

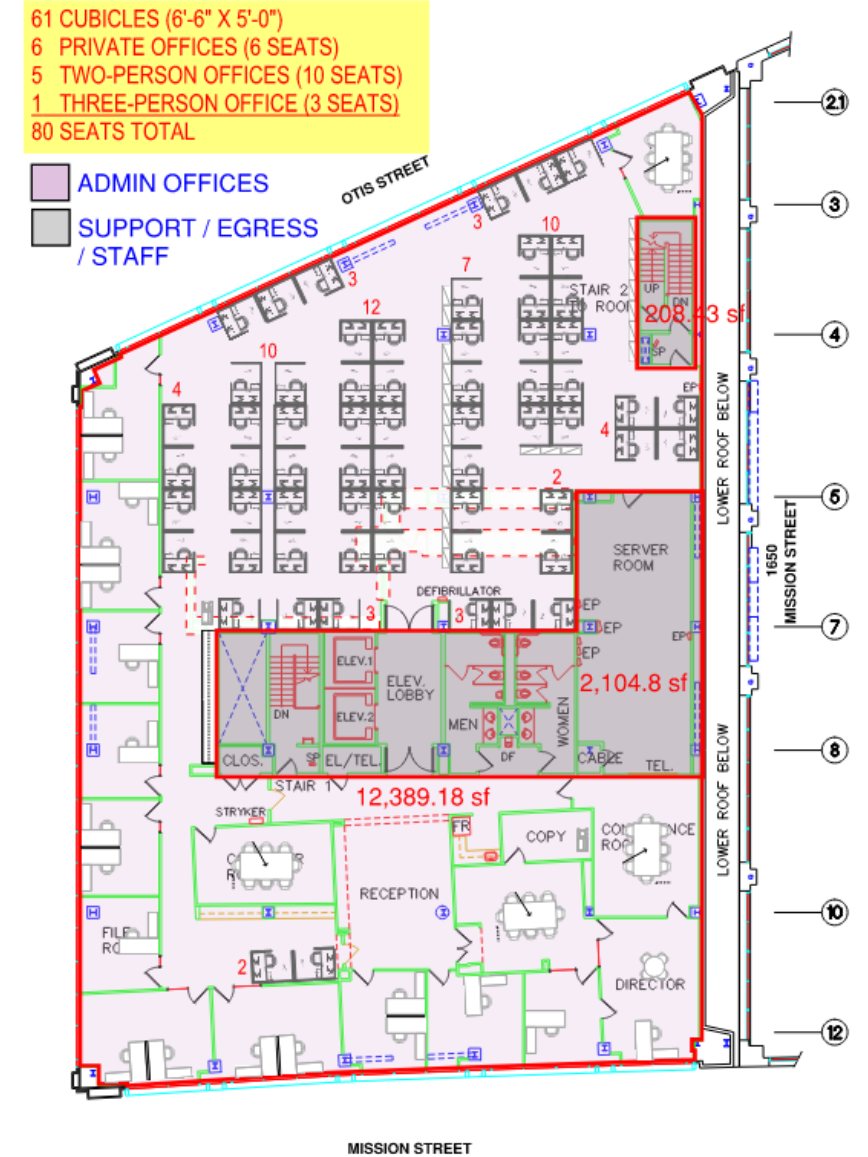
- **5th Floor:** Standard open office layout with older finishes
- **6th Floor:** Private offices and conference rooms with older finishes
- No modern IT, security, or acoustic controls
- Aging lighting, ceiling systems, and HVAC distribution

Levels 5 & 6 After:

- **5th Floor:** Administrative Offices - Open workstations – **Maintain existing layout**
- **6th Floor:** private offices, conference rooms, large training/meeting rooms – **Maintain existing layout**
- Updated finishes + improved acoustics and lighting
- New low-voltage, security, and IT infrastructure throughout



Level 5



Level 6

PROJECT OVERVIEW

Items to be priced as Additional Desired Project Enhancements. Refer to Appendix J (will be issued in Addendum #2)

ID	*Enhancement	DCM / Exhibit Reference
1	Convenience stair, Levels 1–3	Sec. 5.2.1; Sec. 8
2	Structural retrofit scope	Sec. 2.4; Sec. 6.5; Exhibit 5
3	EV/ACS fire alarm system	Sec. 12.1.3
4	LEED Gold / sustainability premium	Sec. 17.1–17.2
5	PV / PV-ready roof provisions	Sec. 12.1.7
6	Full-building electrification	Project Description; Sec. 4; Sec. 17.1

ID #2 - Structural scope to be priced separately:

1. **2A** Clip angles at non-structural walls
2. **2B** Kicker braces / lateral bracing at chevron brace beams
3. **2C** Header studs at collector beams
4. **2D** Replace existing HSS braces with BRBs
5. **2E** Add braces at Lines 2, 12, and F
6. **2F** Strengthen columns with cover plates
7. **2G** Add braces at each side of penthouse

*Cost and schedule impact to be provided by **Design-Build Teams** for each enhancement (Refer to Appendix J – Additional Desired Project Enhancements)

PROJECT OVERVIEW

DBI/SFFD Pre-Application Meeting: Key Outcomes

(Meeting Minutes will be issued in Addendum #2)

DBI/SFFD generally confirmed that the project's reduced-scope renovation strategy is viable, provided the design team carefully separates permitted work, permit-exempt work, and future/deferred work.

Takeaway: The code strategy is workable, but success depends on disciplined permit packaging, clear scope boundaries, and early structural/fire-life-safety coordination.

Issue Discussed	Direction Received
2/3 Story-Count Strategy	Analysis is applied by story, excluding the basement. Floors count only when walls, partitions, or ceilings exceed the alteration threshold.
Limited Work on Levels 3, 5 & 6	Strategy is viable if work remains limited and does not trigger wall/partition/ceiling thresholds.
MEP / Fire Alarm / Sprinkler Work	Does not count by itself; only the actual wall, partition, or ceiling disturbance counts.
Roof / Penthouse Work	Does not count as an additional story, but new loads may require local structural review.
Convenience Stair / Shuttle Elevator	Does not automatically trigger a seismic upgrade, but requires local structural review; stair may trigger atrium/shaft/smoke-control requirements if open across more than two stories.
Green Building / §6.76 Path	DBI recommended documenting the exemption/waiver path for plan review – COMPLETE

PROJECT OVERVIEW

Design Criteria Manual: What it is...

The Design Criteria Manual is DPH's primary roadmap for the 1660 Mission project.

It explains what DPH needs the building to do, what each program requires, and what the Design-Build Team must understand before developing the design.

What the DCM establishes:

Category	Purpose
Program Intent	Defines the needs of the Sobering Center, MHSC, City Clinic, DPH Administration, Fleet, IT, Security, EVS, and Facilities.
Project Constraints	Frames the project as a complex existing-building renovation with cost, schedule, code, seismic, accessibility, and operational constraints.
Design Priorities	Uses Requirements / Preferences / Goals to distinguish mandatory scope from preferred or aspirational outcomes.
Technical Expectations	Sets DPH's expectations for architecture, MEP/FP, electrical, IT, security, furniture, elevators, sustainability, accessibility, and operations.

PROJECT OVERVIEW

Design Criteria Manual: How the DCM Is Organized

The DCM brings the full complexity of the project into one coordinated reference document.

It should be read together with its appendices, which contain the program data, standards, inventories, and technical backup that inform the criteria.

How it is organized:

Section	What It Contains
Part 1: Project Overview	Project background, goals, program summary, regulatory framework, quantitative targets, and floor-by-floor narrative.
Part 2: Discipline & Program Criteria	Architectural, mechanical, plumbing, fire protection, electrical, IT, security, furniture, cubicles, and elevator criteria.
Part 3: Sustainability & Operations	Sustainability goals, accessibility, emergency preparedness, operational resilience, O&M, documentation, and submittal expectations.
Appendices	DPH standards, program documents, City Clinic equipment inventories, IT/security requirements, clinic standards, medication-room policy, seismic reports, and supporting exhibits.

PROJECT OVERVIEW

Design Criteria Manual: How it should be used

- Starting point for design and pricing
- As a coordination tool between DPH programs, Facilities, IT, Security, EVS, and the Design-Build Team
- To identify conflicts, feasibility issues, cost impacts, and schedule risks early
- The basis for evaluating whether proposed design solutions meet DPH's operational needs

The appendices are part of the criteria package — they are not optional background. They provide the standards and source information needed to understand and implement the DCM correctly.

Friendly Reminder: The DCM will be used as the Basis of Design and must be reviewed in its entirety ...there may be a quiz!

CITY REQUIREMENTS

Office of Labor Standards Enforcement (OLSE)

Contact Compliance Officer: **LUCIO SANCHEZ**

Email: Lucio.sanchezgarfias@sfgov.org

Phone: (415) 554 - 4108



Labor Standards Fact Sheet

(Locally-Funded Covered Local Projects - Citywide Project Labor Agreements)

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. *San Francisco Labor & Employment Code § 101.1, 103.1; CA Labor Code § 1773 and 1774*
- Submit certified payroll reports and fringe benefit statements into the City's electronic payroll reporting system (LCP Tracker). *San Francisco Labor & Employment Code § 103.3(e)(2)(A); CA Labor Code § 1776*
- Maintain Office of Labor Standards Enforcement (OLSE) daily sign-in sheets documenting all hours worked and the classifications of work performed. *San Francisco Labor & Employment Code § 103.3(c)(3)*
- Display the OLSE Prevailing Wage poster on the jobsite in a prominent and accessible place, informing workers of Prevailing Wage requirements. *San Francisco Labor & Employment Code § 103.3(c)(4)*
- Furnish employees with itemized pay stubs and retain payroll records. *San Francisco Labor & Employment Code § 103.3(e)(1) and (2); CA State LC § 226*
- Employ apprentices registered in a DIR-approved apprenticeship program and make apprenticeship training contributions. *San Francisco Labor & Employment Code § 104.2; CA Labor Code § 1777.5*
- 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, Prevailing Wage Provisions in Covered Contracts*, and the *Citywide Project Labor Agreement*. *SF Admin Code Section 6.27; 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. *San Francisco Labor & Employment Code § 103.3(c)(1)*.
- 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. *San Francisco Labor & Employment Code § 103.3(c)(2)*.
- 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. *San Francisco Labor & Employment Code § 103.3(c)(5); CA Labor Code Section § 1776(h)*.

CITY REQUIREMENTS

Office of Labor Standards Enforcement (OLSE)

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>



Apprenticeship 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/CheckLicenseII/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

CITY REQUIREMENTS

Office of Labor Standards Enforcement (OLSE)



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 our website, call our office, or email us.

PLA Hotline: (415) 554-6573 | Email: prevailingwage@sfgov.org

Website: <https://www.sf.gov/information/citywide-project-labor-agreement>

CITY REQUIREMENTS

Office of Labor Standards Enforcement (OLSE)



2026 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 13, 2026*	Tuesday, July 14, 2026*
Tuesday, February 10, 2026*	Tuesday, August 11, 2026*
Tuesday, March 10, 2026*	Tuesday, September 08, 2026*
Tuesday, April 14, 2026*	Tuesday, October 13, 2026*
Tuesday, May 12, 2026*	Tuesday, November 10, 2026*
Tuesday, June 09, 2026*	No Training in December 2026

*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.

CITY REQUIREMENTS

Office of Labor Standards Enforcement (OLSE)

San Francisco Labor Laws for City Contractors Effective January 1, 2026

Labor Requirements per CCSF Contract

Minimum Compensation Ordinance (MCO)

Wages and Time Off Requirements

Covered Employers

- Applies to a company that has 5 or more employees, anywhere in the world AND subcontractors working on the City Contract

Covered Employees

- Any employee who works on a City contract for services

Employer Requirements

- For-profit rate is \$21.54/hour as of 7/1/25
- Non-profit rate is \$21.55/hour as of 7/1/25; \$23.00/hour as of 1/1/26
- Public Entities rate is \$22.00/hour as of 1/1/25; \$23.00/hour as of 1/1/26
- 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
- Posting Requirements
- Employee must sign a “Know Your Rights” form

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

Health Care Accountability Ordinance (HCAO)

Covered Employers

- If a non-profit with a grant contract, the contract is exempt from HCAO
- For a company that has > 20 workers (for profit)/ > 50 workers (nonprofit), anywhere in the world
- Applies to your subcontractors working on the City Contract.

Covered Employees

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

Employer Requirements

- 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.
- Posting Requirements
- Employee must sign a “Know Your Rights” form

*Rate changes every July 1

Contact the HCAO unit: hcao@sfgov.org and (415) 554-7903

City and County Labor Laws for Companies Operating in the City & County of San Francisco

Health Care Security Ordinance (HCSO)

Covered Employers

- Employers with 20 or more workers worldwide

Covered Employees

- 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

Employer Requirements

- As of 1/1/2026, spend \$2.74* or \$4.11* (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 1st

Contact the HCSO unit: hcsos@sfgov.org and (415) 554-7892

Office of Labor Standards and Enforcement (OLSE)

City Hall Room, 430

1 Dr. Carlton B. Goodlett Place

San Francisco, CA 94102

CITY REQUIREMENTS

Office of Economic Workforce Development (OEWD)

Contact Compliance Officer: **TAJUANA GRAY**

Email: Tajuana.gray@sfgov.org

Phone: (628) 652 – 8452 (direct)
(628) 652 – 8400 (main)

DESIGN SERVICES – First Source Hiring Program



CityBuild
Office of Economic and Workforce Development

One South Van Ness Avenue, 5th Floor
San Francisco, CA 94103
(628) 652-8400
oewd.org

FIRST SOURCE HIRING PROGRAM FOR PROFESSIONAL SERVICES

OVERVIEW

- Applies to all Professional Service Contracts in excess of \$50,000 and shall include but not limited to As-Needed Services, Architectural, Engineering, Construction Management, and Design Services.
- Consultants shall notify the First Source Hiring Program of all available Entry Level Positions and shall make Good Faith Efforts to hire Referrals to fulfill all available Entry Level Positions.
- Consultants shall meet with the First Source Hiring Program and present their workforce plan to meet the First Source Hiring Goals.

EMPLOYER SERVICES

- CityBuild is the First Source Hiring Administrator and provides Employment Networking Services such as prescreening job seekers for the appropriate training, employment background, and skill sets that an employer seeks.
- CityBuild actively recruits, prepares and trains San Francisco's workforce for the professional services industry and assist employers in creating a successful workforce plan.
- CityBuild refers graduates from the City's Construction Administration Training Program which prepares individuals in a career of professional services.
- The First Source Hiring Program is a free service to all employers.

NONCOMPLIANCE

- Failure to meet the criteria of the First Source Hiring Program does not impute bad faith but rather shall trigger a review for compliance. If the Consultant is deemed noncompliant, then the City may assess liquidated damages as defined in San Francisco Administrative Code Chapter 83.

CITY REQUIREMENTS

Office of Economic Workforce Development (OEWD)

Contact Compliance Officer: **TAJUANA GRAY**

Email: Tajuana.gray@sfgov.org

Phone: (628) 652 – 8452 (direct)
(628) 652 – 8400 (main)

CONSTRUCTION SERVICES – Local Hiring Policy

SAN FRANCISCO LOCAL HIRING POLICY FOR CONSTRUCTION FACT SHEET

OVERVIEW

- Applies to contracts for public work or improvement projects in excess of \$1,000,000.
- 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

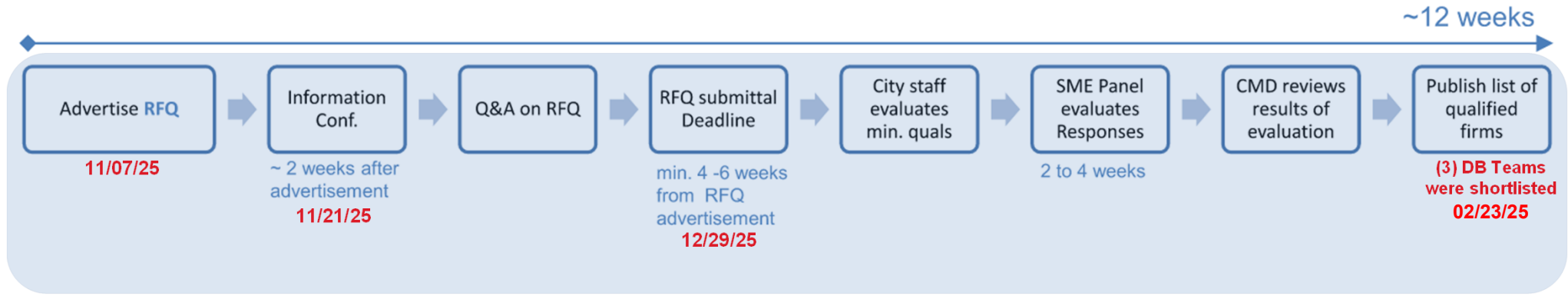
- The ordinance establishes various consequences of non-compliance with the policy, including the authority of assessment of penalties against contractors that do not meet the local hiring requirements.
- The penalty for failing to meet the local hiring requirement shall be the amount equal to the journeyman 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.

RFQ + RFP PROCESS

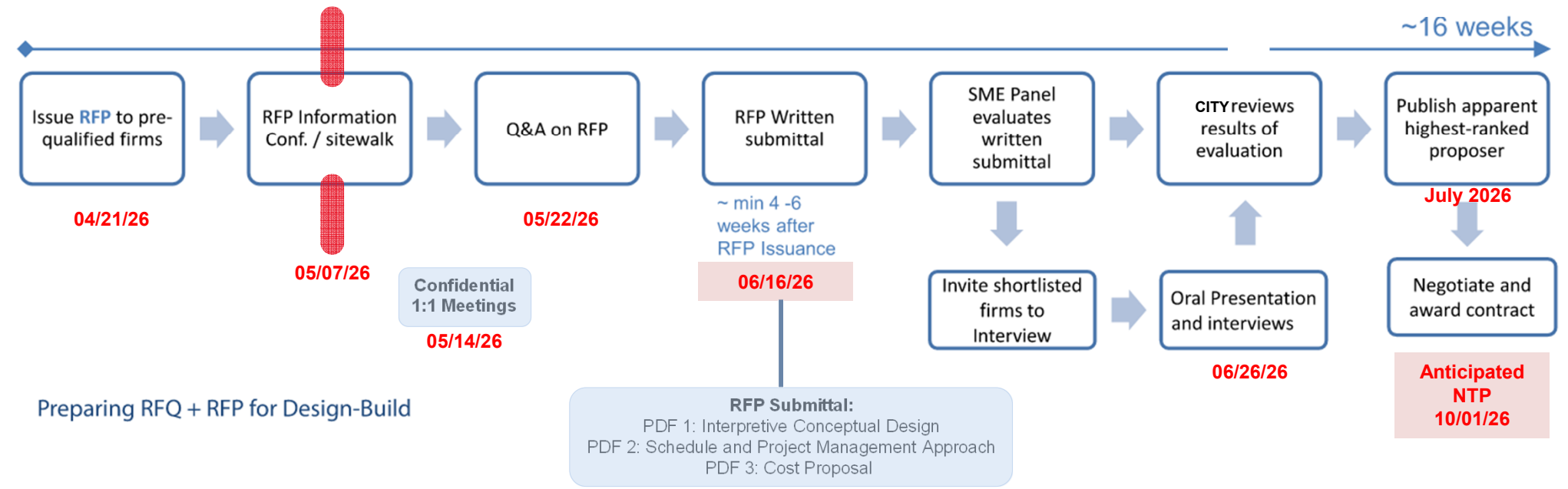
RFQ + RFP Process for Design-Build

ONLY the top three highest-ranked Responders will be shortlisted for the next round - "RFP" Stage

STEP
1
RFQ
COMPLETE



STEP
2
RFP
CURRENT STEP



QUESTIONS ON THE RFP DOCUMENTS

- Respondents are advised that any oral exchange with the City in response to questions DOES NOT amend/ alter or modify the RFP Requirements. Any changes to the RFP Documents will be made through a written addendum or addenda.
- Requests for information/clarification regarding the RFP shall be in writing and submitted via email. Email: DPW-1660MissionHealthRCC@sfdpw.org and to youcef.bouhamama@sfdpw.org
- Addenda will be noted on the San Francisco City Partner and posted on the Public Works Bid Documents websites. It is each Proposer's responsibility to obtain all RFP addenda prior to submitting its RFP response/ proposal.

* Use QBD Forms provided in the RFP Document



RFQ + RFP TOTAL ALLOCATION POINTS

Evaluation Criteria	Maximum Points
RFQ: Completed	300
RFP	
Confidential One-on-One Proposer Meetings Prior to Interpretive Conceptual Design Submission	0
Interpretive Conceptual Design	300
Schedule and Project Technical Approach	300
Price Proposal	500
Oral Interviews	200
RFP Score - Total	1,300
RFQ + RFP Total Score	1,600

* Proposer with the highest cumulative scores from the RFQ and RFP will advance to Contract Award.





Pre-Proposal Site Walk

Date: May 7, 2026

Time: **1:30 PM PST**

Location: 1660 Mission Street, San Francisco, CA

Meet in front of the main entrance

Q/A

- [SF City Partner](#)
- [SFPW Bid Opportunities](#)