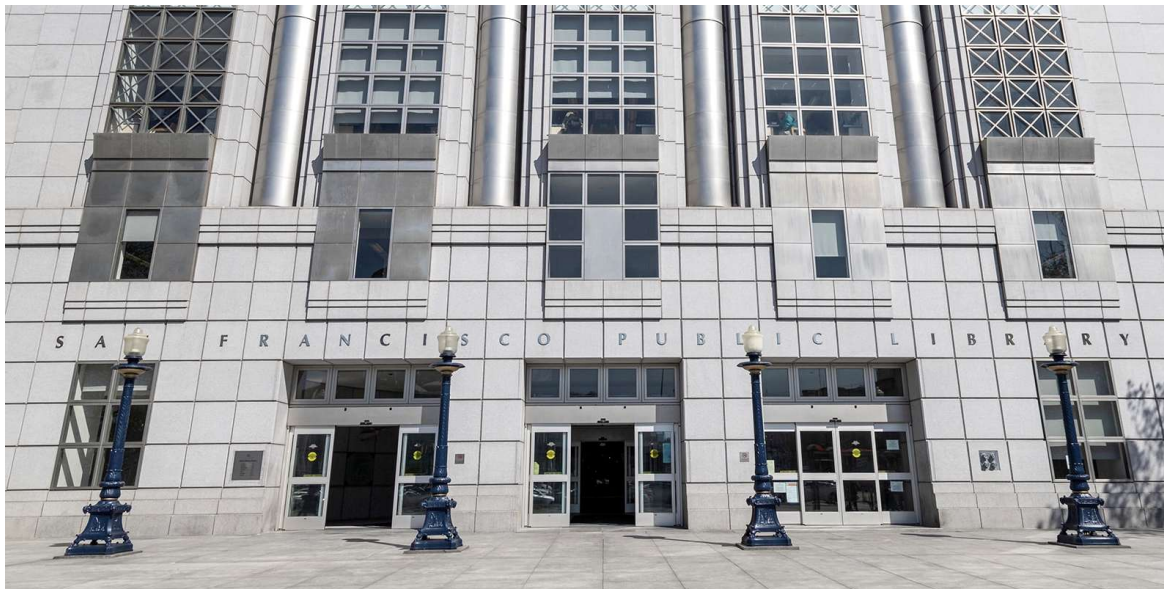


SF Main Library Atrium Smoke Exhaust Fan Replacement



Pre-Bid Meeting
July 24, 2026

Sourcing Event ID: 0000011878



SFPL Main Library Atrium Smoke
Exhaust Fan Replacement

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. Contractor Experience Statements
6. Bid Items
7. Temporary Facilities and Controls
8. Material Reduction and Recovery Plan
9. Bidders Forms Checklist
10. Bid/ Quotation Submission
11. Q&A



Project Description

The scope of work to be completed under this contract includes, but are not limited, to the following:

1. Demolition
2. Atrium smoke exhaust fan replacement
3. Associated Variable Frequency Drives replacement

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



SFPL Main Library Atrium Smoke
Exhaust Fan Replacement

Contract Details

Sourcing Event ID: 0000011878

Title: SF Main Library Atrium Smoke Exhaust Fan Replacement

Project Site Address: 100 Larkin St

Duration: 270 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 August 19, 2026**, 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.



SFPL Main Library Atrium Smoke
Exhaust Fan Replacement

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: SF MAIN LIBRARY ATRIUM SMOKE EXHAUST FAN REPLACEMENT	<table border="1"><thead><tr><th>City Use Only</th></tr></thead><tbody><tr><td>QBD No.</td></tr><tr><td>Received by:</td></tr><tr><td>Date Received:</td></tr><tr><td>Addendum Issued? ☐ Yes ☐ No</td></tr><tr><td>Date Sent Response:</td></tr></tbody></table>	City Use Only	QBD No.	Received by:	Date Received:	Addendum Issued? ☐ Yes ☐ No	Date Sent Response:										
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Sourcing Event No. 0000011878																	
To: Bureau of Project Management 49 South Van Ness Avenue, Suite 1100 San Francisco, CA 94103 Phone: (628) 271-2777 Attention: Lisa Zhuo Email: Lisa.Zhuo@sfdpw.org																	
<table border="1"><thead><tr><th colspan="2">BIDDER'S QUESTION</th></tr></thead><tbody><tr><td>Company Name: _____</td><td>Date _____</td></tr><tr><td>Contact Name: _____</td><td>Tel: _____</td></tr><tr><td>Title: _____</td><td>Fax: _____</td></tr><tr><td colspan="2"><i>Check One Only (Use separate form for each specification and drawing question.)</i></td></tr><tr><td>☐ Spec. Section: _____</td><td>Paragraph(s): _____</td></tr><tr><td>☐ Drawing Sheet: _____</td><td>Detail(s): _____</td></tr><tr><td colspan="2">Question: </td></tr></tbody></table>		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: 	
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Question: 																	



SFPL Main Library Atrium Smoke Exhaust Fan Replacement

City Requirements

Contract Monitoring Division (CMD)

Contact:

James Chung

415-554-0640

James.Chung@sfgov.org

Bid Discounts

- 10% to SF Micro and Small-LBEs
- 5% (if applicable) to SBA-LBEs
- Neighborhood LBE Pilot Program
 - Applicable to LBEs in Zip Code 94102 and Supervisorial District 5. Refer to CMD Attachment 1, Section 2.01
- Up to 1% to mentor contractors of the [Mentor-Protégé Program](#)

LBE Requirement

- **20% LBE subcontracting requirement**- only SF Micro and/or Small-LBE firms can be used to meet the 20% requirement
- LBE primes cannot count their self-participation towards the LBE requirement
- Bidders must meet the 20% LBE requirement at time of bid on document 00 43 36 (Proposed Subcontracting Form)
- Pre-award LBE credit will not be given for contingency or allowance bid items
- Final LBE compliance will be evaluated on the total contract amount, including the base scope, alternates, and change orders



SFPL Main Library Atrium Smoke
Exhaust Fan Replacement

City Requirements

Contract Monitoring Division (CMD),=

Good Faith Efforts (CMD Form 2B)

Bidders will utilize one of the following three approaches to meet the good faith requirement with their bid:

- Approach A – Exceed the 20% LBE requirement by 35%
 - 35% of 20% is 7%. Bidders must commit at least **27%** (20% + 7%) to LBE subcontractors with their bid
- Approach B – Utilizing a new micro-LBE
- Approach C – Achieve at least 50 points

FAQs

- LBE Bid Discounts are applicable to alternate bid items
- It's the bidder's responsibility to verify each LBE sub is certified in the appropriate category



SFPL Main Library Atrium Smoke
Exhaust Fan Replacement

City Requirements

Office of Economic Workforce Development (OEWD)

Contact:

Emily Chea

415-701-4848

emily.chea@sfgov.org

Office of Labor Standards Enforcement (OLSE)

Contact

Anna Liu

(415)554-5404

anna.liu@sfgov.org



SFPL Main Library Atrium Smoke
Exhaust Fan Replacement

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 has successfully completed a minimum of 3 building renovation or new building construction projects during the last 6 years with a minimum contract value of \$1,000,000 each. At least 1 of these projects shall have a minimum contract value of \$3,000,000 with a minimum of 2 subcontracted trades.



SFPL Main Library Atrium Smoke
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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:

Min. 10 years of experience managing building construction projects, completed at least 3 projects in the last 6 years with a min. contract value of \$1M.

- a) At least 1 of these projects shall have a min. contract value of \$3M with a min. of 2 subcontracted trades.
- b) At least 1 of these project shall involve construction on a public building owned or leased by a local city, county or state.

Prime Contractor's Site Superintendent:

Min. 15 years of experience, successfully completed at least 3 projects in the last 8 years with a min. contract value of \$1M.

- a) At least 1 of these projects shall have a min. contract value of \$3M with a min. of 2 subcontracted trades
- b) At least 2 of these projects shall involve implementation of smoke control system integration, including smoke exhaust fan installation and commissioning in accordance with SFFD AB-47

** Please refer to Spec Section 00 21 13 for details.*



SFPL Main Library Atrium Smoke
Exhaust Fan Replacement

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):*

HVAC Subcontractor: Possession of a California C-20 HVAC license and have successfully completed 5 HVAC installation projects in the last 5 years each with a minimum contract value of \$500,000 (of HVAC work for HVAC Subcontractor).

- a) At least 2 of these projects shall involve implementation of smoke control system integration, including smoke exhaust fan installation and commissioning in accordance with SFFD AB-47.

Electrical Subcontractor: Possession of a California C-10 Electrical Contractor license and have successfully completed 5 electrical projects in the last 5 years each with a minimum contract value of \$250,000 of electrical work.

- a) At least 2 of these projects shall involve implementation of smoke control system integration, including smoke exhaust fan installation and commissioning in accordance with SFFD AB-47.

Please refer to Spec Section 00 21 13 and 14 21 23 for details.



SFPL Main Library Atrium Smoke
Exhaust Fan Replacement

Bid Items

Spec.

§ 00 41 00

§ 01 20 00

SCHEDULE OF BID PRICES

Bid Item No.	Bid Item	Amount
1	The Work per Plans and Specifications (Excluding bid items listed below)	\$_____
2	Allowance for Partnering Facilitation and Related Costs	\$15,000
TOTAL BID PRICE (Summation of All Bid Items):		\$_____

The Bidder further proposes and agrees that if an Alternate is incorporated in the Contract within up to 3 months after the date of the City's written notification of award of the Contract, the Contract Sum will be adjusted by the addition of the Alternate Price bid for the selected Alternate.

Bid Alternate No.	Alternate	Amount
1	Bid Alternate No. 1 Equipment Replacement Work. ADD Lump Sum:	\$_____
2	Bid Alternate No. 2 Equipment Replacement Work. ADD Lump Sum:	\$_____

- *Pre-award compliance with the LBE Subcontractor Participation Requirement is determined on the amount of the base bid only (even if alternates are selected)*

- *The LBE subcontracting requirement described in Section 00 22 11 applies to the total contract value, including the base scope, bid alternates, and change orders approved by the City.*



SFPL Main Library Atrium Smoke Exhaust Fan Replacement

Temporary Facilities and Controls

Spec. § 01 50 00

1.03 Work Restrictions:

- A. The building will be occupied and open to the public during the Work of this Contract. Take all necessary precautions and implement mitigation controls to minimize disruption to occupied areas. Maintain access to these areas at all times during construction including entrances, accessible path of travel, and egress.
 - 1. Earliest starting time: Monday-Friday: 6AM
- B. Maintain a daily sign-in sheet. All workers including subcontractors shall sign in and sign out everyday. Provide the filled-out sign-in sheet to the City Representative the following business day.
- C. Freight Elevator Access:
 - 1. May use the freight elevator #5 while there are no special events or activities occurring at the facility.
 - 2. May use the freight elevator#5 for personnel and tools but not for heavy materials or equipment because of their load capacity.
 - 3. May use other freight elevators on the premise for materials with prior approval from the City.



SFPL Main Library Atrium Smoke
Exhaust Fan Replacement

Temporary Facilities and Controls

Spec. § 01 50 00

1.03 Work Restrictions (Continued):

D. Vehicular Access and Parking

1. No on-site parking will be provided to the Contractor.

1.04 Contract Access and Staging

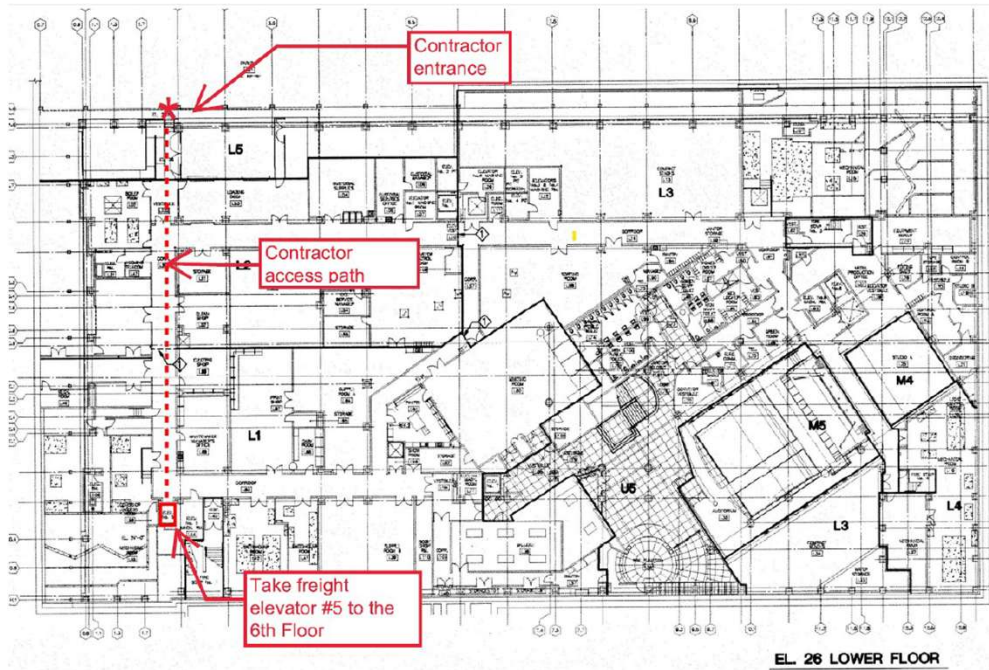
- A. A space of roughly 20'x20' on the premise can be provided by the City for the Contractor's staging and material storage area. The Contractor will be fully responsible for the security of the materials and equipment stored within and the safe use of the space. The City will not be responsible for any damage, lost, or stolen materials stored by the contractor in this space.



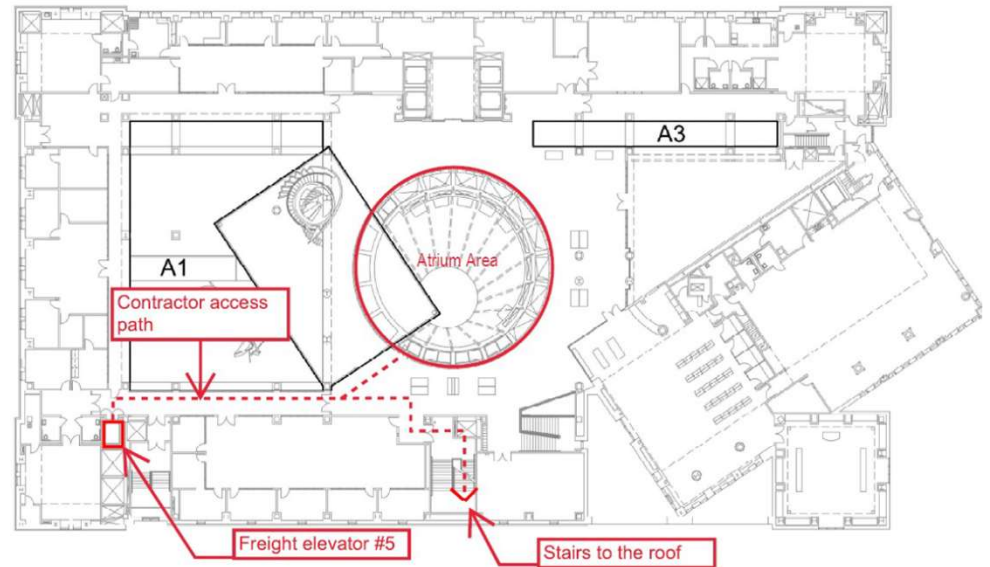
Temporary Facilities and Controls

Spec. § 01 50 00

1.04 Contract Access and Staging



1 EXISTING LOWER FLOOR
SCALE: NOT TO SCALE



3 EXISTING SIXTH FLOOR
SCALE: NOT TO SCALE



SFPL Main Library Atrium Smoke
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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:

- **GH491-054-7010**



SFPL Main Library Atrium Smoke Exhaust Fan Replacement

Bidding Forms Checklist

Spec. § 00 40 13

SF MAIN LIBRARY ATRIUM SMOKE EXHAUST FAN REPLACEMENT

(San Francisco Public Works Sourcing Event ID No. 0000011878)

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).
- ☐ Proposed Subcontractors Form for Alternate Bid Items (Section 00 43 37)
- ☐ 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).
- ☐ FORM 2B: "Good Faith Efforts" Requirement Form and any required supporting documentation.



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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/folderinvite/accept/i62963e88c3d452e8>

Submit as a single file in PDF format containing all pages of the Bid and named as “**Bid for Sourcing Event ID No. 0000011878 by <Bidder Name>.pdf**” by **August 19, 2026 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



SF Main Library Atrium Smoke Exhaust Fan Replacement

Please provide your information to receive an activation email.

Email: *

First Name: *

Last Name: *

Company:

Continue



SFPL Main Library Atrium Smoke
Exhaust Fan Replacement

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: **August 19, 2026, until 2:30PM, PST** – electronic submission ONLY

