

1011 Turk Street Switchboard, UPS2, and HVAC Replacement



**Pre-Bid Meeting
September 15, 2026**

Sourcing Event ID: 0000011919



1011 Turk Street Switchboard,
UPS2, and HVAC 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



1011 Turk Street Switchboard,
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Project Description

The scope of work to be completed under this contract includes:

- Replacement of the existing low-voltage switchboards serving the facility, including associated feeder modifications, terminations testing, and commissioning. The work also includes temporary power provisions, phased shutdown sequencing, and cutover coordination to maintain facility operations during construction.
- Like-for-like replacement of Uninterrupted Power System (UPS) 2, relocation of a new like-for-like low voltage transformer replacement, and electrical connections to new mechanical equipment.
- HVAC equipment replacement and improvement in the Telecom Room, Server Room, and UPS1 Room. The work includes air duct and AHU modifications, installation of new air circulation between the Server Room and Telecom Room, system integration with the existing BMS, testing, and commissioning; the work also includes power distribution system and HVAC equipment cutover coordination.

** 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*



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Contract Details

Sourcing Event ID: 0000011919

Title: 1011 Turk Street Switchboard, UPS2, and HVAC Replacement

Project Site Address: 1011 Turk Street

Duration:

- Interim Milestone (IM): 400 consecutive calendar days from NTP to reach substantial completion for the Switchboard Replacement scope
- Substantial Completion (SC): 600 consecutive calendar days from NTP
- Final Completion (FS): 60 consecutive calendar days from Substantial Completion

Liquidated Damages:

- \$1,000 per day for not achieving IM.
- \$2,000 per day for not achieving SC.
- \$500 per day for not achieving FC.

** Refer to Project Manual Section 00 73 02 for further detail.*



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Contract Details

Bid/Quotation Submission:

Bids shall be submitted **online** via ShareFile **until 2:30:00 p.m., PST on October 14, 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.*



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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

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.

Project: 1011 TURK STREET SWITCHBOARD, UPS2, AND
HVAC REPLACEMENT

Sourcing Event No. 0000011919

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

City Use Only	
QBD No. _____	
Received by: _____	
Date Received: _____	
Addendum Issued?	☐ Yes ☐ No
Date Sent Response: _____	

BIDDER'S QUESTION

Company Name: _____	Date: _____
Contact Name: _____	Tel: _____
Title: _____	Fax: _____

Check One Only (Use separate form for each specification and drawing question.)

☐ Spec. Section: _____	Paragraph(s): _____
☐ Drawing Sheet: _____	Detail(s): _____

Question: _____



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City Requirements

Contract Monitoring Division (CMD)

Contact:

Norbu Dhonyo

415-554-0648

Norbu.Dhonyo@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
- It's the bidder's responsibility to verify each LBE sub is certified in the appropriate category
- 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



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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

TO SUMMARIZE

Forms to be submitted with bid: Form 00 43 36 and Form 2B

5 Day Submittals: Form 3 (Compliance Affidavit), Form 6 (LBE Sub Participation Affidavit) and Form 6A (Trucking form if applicable).

REMINDER: ALWAYS ASK QUESTIONS IF NOT SURE ABOUT COMPLETING ANY CMD FORMS!



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City Requirements

Office of Economic Workforce Development (OEWD)

Contact:

Lilli Morales

415-701-4817

Lilli.morales@sfgov.org

Office of Labor Standards Enforcement (OLSE)

Contact

Anna Liu

(415)554-5404

anna.liu@sfgov.org



1011 Turk Street Switchboard,
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Bidder Qualifications

Spec. § 00 21 13

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 that include similar scope and complexity during the last 10 years involving critical HVAC and electrical equipment replacement work with a minimum contract value of \$4,000,000 each.
 - a. At least 1 of these projects shall have a minimum 3 subcontracted trades.
 - b. At least 1 of these projects shall be at a facility that operates 24 hours a day and 7 days a week providing emergency and public safety services such as in police stations, fire stations, 911 call centers, data centers, or hospitals.



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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. 20 years of experience managing building construction projects, completed at least 2 projects in the last 5 years.

- a) At least 1 of these projects shall have a min. contract value of \$4M with a min. of 3 subcontracted trades.
- b) At least 1 of these project shall involve construction in a facility that operates 24 hours a day and 7 days a week providing emergency and public safety services such as in police stations, fire stations, 911 call centers, or hospitals.

Prime Contractor's Site Superintendent:

Min. 20 years of experience serving as superintendent for building construction and have successfully completed at least 2 projects in the last 5 years.

- a) At least 1 of these projects shall have a min. contract value of \$4M with a min. of 3 subcontracted trades
- b) At least 1 of these project shall involve construction in a facility that operates 24 hours a day and 7 days a week providing emergency and public safety services such as in police stations, fire stations, 911 call centers, or hospitals.

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



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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):*

Electrical Subcontractor: Possession of a California C-10 Electrical Contractor license and have successfully completed 3 electrical projects in the last 10 years with a min. electrical construction value of \$2M.

- a) At least 2 of these projects shall involve replacement, modification, testing, and commissioning of 480V low-voltage switchboards, motor control centers, distribution switchboards, or similar 1200 amperes or larger. Qualifying projects shall include work involving temporary power, standby generator and automatic transfer switch, phased outages, shutdown planning, field verification of existing conditions, removal and replacement of existing electrical equipment, coordination with the owner, serving utility, and authority having jurisdiction and startup/commissioning of new electrical distribution equipment.
- b) At least 1 of these projects shall involve work on comparable low-voltage switchboard replacement in an occupied facility, that operates 24 hours a day and 7 days a week, providing emergency and public safety services such as in police stations, fire stations, 911 call centers, data centers, or hospitals.

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



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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):*

HVAC Subcontractor: Possession of a California C-20 Warm-Air Heating, Ventilating, and Air-Conditioning Contractor license and have successfully completed 5 HVAC installation projects in the last 8 years each with a minimum contract value of \$500,000 of HVAC work.

- a) At least 2 of these projects shall involve the installation of HVAC systems in Data Centers or critical facilities.

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



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Bid Items

Spec.

§ 00 41 00

§ 01 20 00

SCHEDULE OF BID PRICES

Bid Item No.	Bid Item	Amount
1	Switchboard Replacement Work	\$ _____
2	UPS2 Replacement Work	\$ _____
3	HVAC Replacement Work	\$ _____
4	Allowance for Partnering Facilitation and Related Costs	\$15,000
TOTAL BID PRICE (Summation of All Bid Items):		\$ _____



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Temporary Facilities and Controls

Spec. § 01 50 00

1.03 Work Restrictions:

- A. The Department of Emergency Management (DEM) facility will be occupied during the Work of this Contract. The Contractor shall take all necessary precautions and implement mitigation controls to minimize disruption to open areas. Contractor shall maintain access to these areas outside of the construction area at all times during construction: building's main entrance, passenger elevator, parking garage, entrance to the 911 Call Center, data center, and telephone room.
- The City's 911 Call Center operates 24 hours a day, 7 days a week, non-stop, and is expected to remain operational during the entire duration of construction. It is important for the contractor to take all precaution necessary to keep construction noise level at the lowest extent possible by utilizing equipment and tools that do not generate excessive noise; sound barricades may be utilized to reduce noise transmission. Contractor shall coordinate with City Representative when activities that result in high noise levels are expected. At the City Representative's discretion, the Contractor may be restricted to use certain tools and equipment during certain critical times of the day (i.e., peak hours of 911 calls).
 - The Contractor is hereby informed that under emergency circumstances the City has the right to stop work when the City determines construction activity to be a disruption to the 911 Call Center operation. Contractor must build-in a 20 day float in the schedule to accommodate the potential stop work orders.



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Temporary Facilities and Controls

Spec. § 01 50 00

1.03 Work Restrictions:

- B. At the beginning of each workday, contractors, subcontractors, material suppliers, and any other members of the construction team must check-in with the sheriffs at the building lobby on the first floor. Contractors must leave their IDs with the sheriffs, a contractor badge will be issued. Contractors must wear their contractor badge on their person at all times while on site, ensuring that it remains visible to others without obstruction. At the end of each workday, contractors must return their badge to the sheriffs and pick up their IDs before they depart the premise.
- C. There is one elevator in the building and it is dedicated for personnel use only. The Contractor may not use the elevator to transfer construction materials, tools, and equipment to and from the project area.
- D. The Contractor shall provide site access for City Staff and for regularly scheduled garbage pickup at all times and all other activities as needed which will include access to the building's main entrance, passenger elevator, parking garage, entrance to the 911 Call Center, data center, and telephone room.



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Temporary Facilities and Controls

Spec. § 01 50 00

1.03 Work Restrictions:

E. The Contractor will be working in a building where sensitive and confidential material may be present. While the majority of the project's scope of work is not in areas where sensitive and confidential materials are stored, the Contractor may occasionally need access to such areas to conduct the construction work. The Contractor shall coordinate such access with City Representative in advance, the City Representative shall at their discretion determine if the Contractor needs to be escorted.

F. BACKGROUND CHECK: Site Superintendent who is responsible to coordinate construction activities with their subcontractors, laborers, and other site staff shall successfully pass a background check conducted by the City. The Site Superintendent is responsible for escorting those individuals from the Contractor's team when they need access to the project area. Background check consists of a Live-Scan and California Law Enforcement Telecommunications System (CLETS). Contractor will submit the forms to the City, the City will schedule a Live-scan appointment with the applicant. Only individuals who pass the background check will be issued a DEM badge and be authorized to escort and provide access to their subcontractors. Please see example forms in Exhibit 'A' after Section 01 50 00. The cost of the initial background check will be covered by the City. The contractor will be responsible for any other subsequent or additional background checks.

** See Project Manual Section 01 50 00 sample Background Check forms.*



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Temporary Facilities and Controls

Spec. § 01 50 00

1.03 Work Restrictions:

G. Fragrance-Free Work Space: In consideration of those people who have sensitivities to various chemical-based or scented products, the Department of Emergency Management(DEM) requires the Contractor to comply and accommodate these health concerns. Mild scents may be used sparingly, but strong or offensive scents that become detrimental to the work unit will not be tolerated. DEM strongly recommends that all offices and spaces used by employees and visitors remain free of scented products. Specific guidelines pursuant to this concern include the following requests:

- Use only non-scented body products (e.g., lotion, hair spray, deodorant, etc.).
- Use cleaning products, disinfectants, etc. that contain the “least toxic,” chemical makeup.
- Refrain from the use of any products/items in work areas that give off any scent (e.g., air fresheners, potpourri, etc).



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Temporary Facilities and Controls

Spec. § 01 50 00

1.03 Work Restrictions (Continued):

H. **Work Blackout Dates** -There shall be no construction work on the following days, and the Contractor shall schedule the work around those days. The work areas must be clean, safe and secured before each blackout period. Contractor shall cooperate with the City for any additional blackout dates that may come up.

- Bay-to-Breakers Race
- Pride Weekend
- Outside Lands Music Festival
- Hardly Strictly Bluegrass Music Festival
- Fleet Week
- Halloween
- Thanksgiving to New Years Day.

** Refer to Section 01 50 00 for specific start dates / times and duration of blackout period.*

I. **Vehicular Parking** – No on-site parking will be provided to the Contractor.



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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:

- GH068-427-9310 (Switchboard Replacement)
- TBD (UPS2 Replacement)
- TBD (HVAC Replacement)



1011 Turk Street Switchboard,
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Bidding Forms Checklist

Spec. § 00 40 13

BIDDING FORMS CHECKLIST

To be submitted with Bid for:

1011 TURK STREET SWITCHBOARD, UPS2, AND HVAC REPLACEMENT

(San Francisco Public Works Sourcing Event ID No. 0000011919)

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).
- ☐ 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:

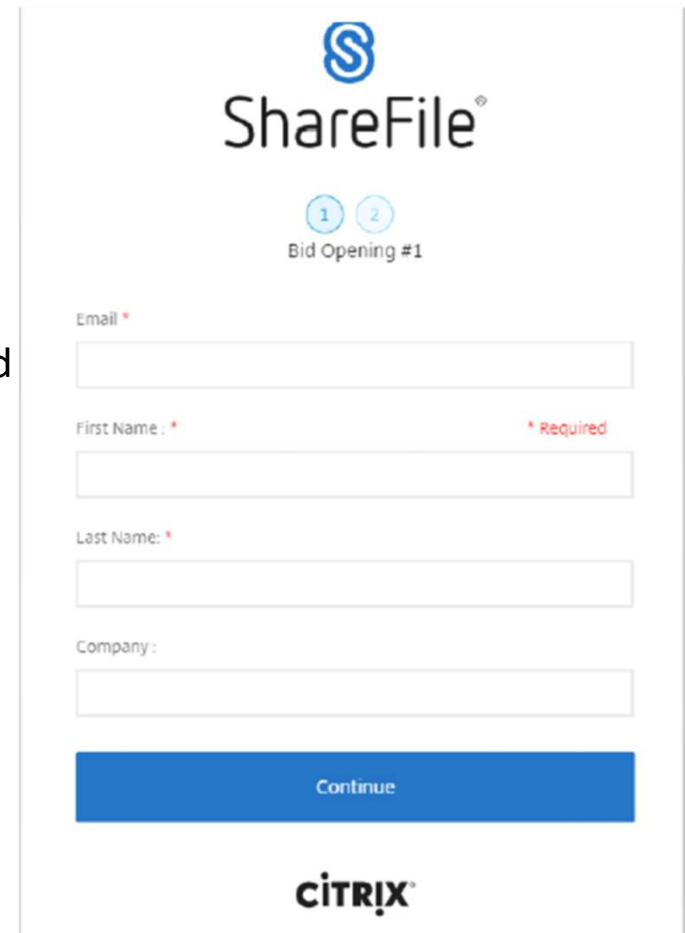
<https://sanfranciscopublicworks.sharefile.com/i/i73acdf12a214c388>

Submit as a single file in PDF format containing all pages of the Bid and named as **“Bid for Sourcing Event ID No. 0000011919 by <Bidder Name>.pdf”** by **October 14, 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



The image shows a ShareFile login interface. At the top is the ShareFile logo. Below it, there are two numbered circles (1 and 2) and the text "Bid Opening #1". The form contains four input fields: "Email" with a red asterisk, "First Name" with a red asterisk and a red "Required" label, "Last Name" with a red asterisk, and "Company". Below these fields is a blue "Continue" button. At the bottom of the form is the Citrix logo.



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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: **October 14, 2026, until 2:30PM, PST** – electronic submission ONLY



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