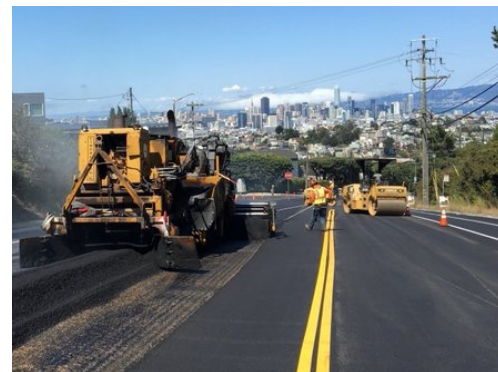




August 19, 2022

Contracting at Public Works

Alex Burns
Manager of Contract Administration



San Francisco Governing Documents

San Francisco, a Charter City

Relevant Administrative Codes:

- Chapter 6
- Chapter 21
- Chapter 21G

The screenshot displays the American Legal Publishing Corporation website. On the left, a tree view lists the San Francisco Administrative Code, including chapters from 1 to 22. The main content area shows the title page of the San Francisco Charter, which states it was last amended on June 5, 2018, and provides a link to the Comprehensive Ordinance Table. The American Legal Publishing Corporation logo and contact information are also visible.



Administrative Code Chapter 6

Outlines rules and regulations for selecting and contracting for the design, management and construction of public work projects.



Administrative Code

Chapter 6

Types of Contracts:

- Design-Bid-Build
- Design-Build
- Construction Manager / General Contractor (CM/GC)
- Best Value
- Job Order Contracting
- Negotiation Upon Failure of Bids
- Defined Scope Professional Services
- Emergency
- As-needed Professional Services and Construction



City and County of San Francisco
SAN FRANCISCO PUBLIC WORKS

SAN FRANCISCO CITY HALL ELEVATOR MODERNIZATION

SOURCING EVENT ID No. 000006607
(PW SF CITY HALL ELEV MDRNZTN)

PROJECT MANUAL

(Division 0 to 26)

JULY 2022

Administrative Code

Chapter 21

PROFESSIONAL SERVICES



services that require extended analysis... and/or the specialized type of knowledge or expertise

Examples:
accountants, software developers and financial consultants

GENERAL SERVICES



more common, non-professional services

Examples:
janitorial, security guard, pest control, and landscaping service

COMMODITIES



products, including materials, equipment and supplies

Examples:
doorknobs, shovels, brooms, screws, toilet paper

Administrative Code

Chapter 21



The image shows a browser window displaying the website for the Office of Contract Administration. The browser's address bar is empty, and the page title is "OFFICE OF CONTRACT ADMINISTRATION". Below the title is a dark blue banner featuring a photograph of the San Francisco City Hall dome. To the right of the dome, a white text box contains a welcome message. Below the banner are six dark blue buttons with white text, arranged in two rows of three. The buttons are: "PURCHASING & CONTRACTING GUIDELINES", "GRANT AWARD GUIDELINES (City as Grantor)", "SUPPLIER QUICK LINKS", "PROCUREMENT TRAINING", "GREEN PURCHASING GUIDELINES", and "OTHER CITY AGENCIES".

OFFICE OF CONTRACT ADMINISTRATION

Welcome to the City and County of San Francisco's Office of Contract Administration (OCA), a division of the City's Administrator's Office. We support the procurement of goods and services to provide the people of San Francisco with essential governmental services.

- PURCHASING & CONTRACTING GUIDELINES
- GRANT AWARD GUIDELINES (City as Grantor)
- SUPPLIER QUICK LINKS
- PROCUREMENT TRAINING
- GREEN PURCHASING GUIDELINES
- OTHER CITY AGENCIES



Administrative Code Chapter 21

A 1993 charter amendment that changed the City's purchasing procedures.

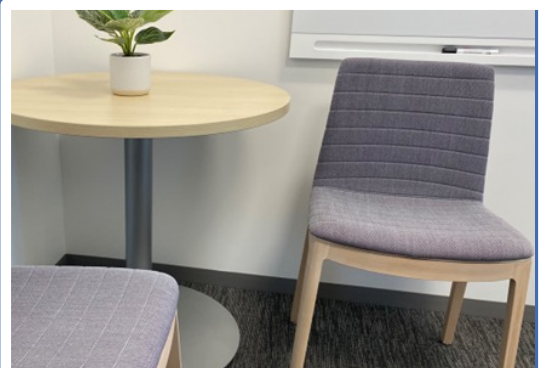
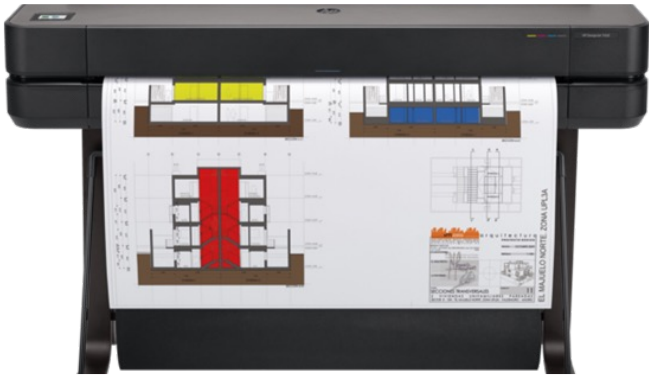
Expedited process for small quick procurement.

Last year,
Public Works issued

1,350

purchase orders
worth approximately

\$2 million



Administrative Code

Chapter 21G - Grants

**Contracting guidelines for grants.
Grants are awards of funds to a
grantee that have a "public purpose"**



Additional Administrative Code Provisions

CHAPTER

14B

local business
enterprise (LBE)
program

CHAPTER

12B

non-discrimination
in contracts
(equal benefits)

CHAPTER

12X

ban against
contracting in
discriminatory
states



Thank you!