



Meeting Date: May 22, 2025

To: Public Works Commission

Through: Carla Short, Public Works Director
Bruce Robertson, Deputy Director

From: Jacky Ng, Contract Manager

Subject: As-Needed Landscape Architectural Services No. 3 -
5 Contract Awards

Director's Recommendation: Award Professional Services Contract, As-Needed Landscape Architectural Services No. 3 in the amount of \$800,000 each for 1,825 calendar days to the following 5 contractors (each a "Consultant"): Merrill Morris Partners, Inc.; Bionic; Interstice Architects, Inc.; SWA Group; and Royston Hanamoto Alley & Abey (RHAA) for landscape architectural services; approve a \$400,000 contingency to the total contract not-to-exceed amount; and authorize the Director of Public Works to approve future contract modifications, increasing the total not-to-exceed amount to \$1,200,000 per contract.

Contract Background: The work to be performed under this contract consists of landscape architectural services. Each selected Consultant provides specialized services in landscape architecture to support Public Work's design staff on an as-needed basis. Work includes full design consultation services for landscape architectural projects, constructability reviews of landscape projects, construction administration, and related support services. Consultant may provide the requested services for an entire project, a portion of a project, or any project phase. Consultants have provided these types of services to the City in the past.

Each as-needed contract to be awarded, has a term of five years (1,825 calendar days) with an initial not-to-exceed amount of \$800,000. According to San Francisco Administrative Code Section 6.43(b)(1), cumulative modifications to a multiple-project as-needed contract shall not exceed 150% of the original not-to-exceed contract amount. Therefore, each contract may be increased by up to \$400,000, bringing the total not-to-exceed amount to \$1,200,000.

Solicitation Process: On October 25, 2024, Public Works advertised the Request for Qualifications (RFQ) for As-Needed Landscape Architectural Services No. 3. Public Works sought to award 5 contracts, each with an anticipated not-to-exceed contract amount of \$800,000 and with a contract duration of 1,825 calendar days. The Contract Monitoring Division (CMD) established a 20% Local Business Enterprise (LBE) subcontracting requirement for this contract.

On December 18, 2024, Public Works received seven proposals. City staff reviewed the proposals and determined that all seven proposals were responsive and responsible.

The responsive and responsible proposals were then evaluated and scored by a panel comprised of individuals knowledgeable on the subject matter.

Optional oral interviews were not conducted.

The top 5 RFQ proposers for this contract were: Merrill Morris Partners, Inc., Bionic, Interstice Architects, Inc., SWA Group, and Royston Hanamoto Alley & Abey (RHAA).

Contract Details:

Contract Title:	As-Needed Landscape Architectural Services No. 3
Personal Services Contract No.:	Civil Service Commission approved on November 04, 2024 (PSC No. DHRPSC0004578).
Contract Award Amount:	Up to \$800,000 for each contract
Contract Funding Sources (if applicable):	Client funding, depending on the project.
Anticipated Project Schedule:	Notice To Proceed is expected to be issued shortly after the contract is certified by the Public Works Contract Administration staff. Contract will end 1,825 calendar days after it commences.
Contract Duration:	1,825 calendar days for each contract
Contractors' Names:	<ul style="list-style-type: none"> • Merrill Morris Partners, Inc. • Bionic • Interstice Architects, Inc. • SWA Group • Royston Hanamoto Alley & Abey (RHAA)
Compliance with Chapter 14B Local Business Enterprise Ordinance:	<p>The Contract Monitoring Division (CMD) established a 20% Local Business Enterprise (LBE) subcontracting requirement for this contract.</p> <p>Merrill Morris Partners, Inc. submitted LBE subconsultant participation of 20% with its proposal.</p> <p>Bionic submitted LBE subconsultant participation of 20% with its proposal.</p> <p>Interstice Architects, Inc. submitted LBE subconsultant participation of 20% with its proposal.</p> <p>SWA Group submitted LBE subconsultant participation of 27% with its proposal.</p>

	Royston Hanamoto Alley & Abey (RHAA) submitted LBE subconsultant participation of 37% with its proposal.
Other Compliance:	N/A
Additional Information:	N/A
Attachments:	Attachment 1: Tabulation of Scores and Ranking Attachment 2: CMD Determination Memo Attachment 3: Resolutions

**PUBLIC WORKS COMMISSION
CITY AND COUNTY OF SAN FRANCISCO**

RESOLUTION NO. _____

WHEREAS, On October 25, 2024, San Francisco Public Works (Public Works) advertised the Request for Qualifications (“RFQ”) for As-Needed Landscape Architectural Services No. 3 to establish a pool of qualified consultants; and

WHEREAS, The not-to-exceed contract amount is anticipated to be up to \$800,000; and the agreement will have a duration of 1,825 calendar days for these services; and

WHEREAS, Public Works recommends an increase of \$400,000 to the not-to-exceed amount contingency; and

WHEREAS, Public Works intended to award contracts to a total of 5 pre-qualified prime consultants or joint ventures through the RFQ for As-Needed Landscape Architectural Services No. 3; and

WHEREAS, Contract Monitoring Division established a 20% Local Business Enterprise (LBE) subcontracting requirement for this contract; and

WHEREAS, On December 18, 2024, Public Works received seven proposals in response to the RFQ As-Needed Landscape Architectural Services No. 3; and

WHEREAS, The City found all seven proposals responsive and responsible; and

WHEREAS, All seven responsive and responsible proposals were evaluated and scored by a panel comprised of individuals knowledgeable on the subject matter of the RFQ; and

WHEREAS, Optional oral interviews were not conducted; and

WHEREAS, Proposer Merrill Morris Partners, Inc. ranked first in the RFQ As-Needed Landscape Architectural Services No. 3; now, therefore, be it

RESOLVED, That this Commission hereby awards Public Works Professional Services Contract, As-Needed Landscape Architectural Services No. 3, in an amount not to exceed \$800,000, with a contract duration of 1,825 calendar days to Merrill Morris Partners, Inc; and be it

FURTHER RESOLVED, That this Commission hereby approves a \$400,000 contingency to increase the total not-to-exceed contract amount to \$1,200,000.

I hereby certify that the foregoing resolution was adopted by the Public Works Commission at its meeting of _____.

Commission Affairs Manager
Public Works Commission



MEMORANDUM

Date: March 14, 2025

To: Olivia Lee, Project Manager, PW
Belle Macaranas, Contract Administration, PW

From: Vivian Liu, Contract Monitoring Division

Subject: CMD Review of Proposals Submitted on December 18, 2024 for PW As-Needed Landscape Architectural Services No. 3, Sourcing Event number 0000010056

****Note to Public Works ("PW") -- Please use the tables with the blue headers for your Peoplesoft project team entry.**

The RFP indicates that a contract will be awarded to five (5) the highest ranked proposers.

Merrill Morris Partners, Inc. ("MMP"), Bionic, Interstice Architects ("Interstice"), SWA Group ("SWA"), and Royston Hanamoto Alley & Abey ("RHAA") are the highest ranked proposers after the rating bonus.

The rating bonus was applied to proposers that are certified by the Contract Monitoring Division, ("CMD") as an LBE in the type of work that is specified for the prime by the Contract Awarding Authority.

Proposer	Rating Bonus	Rank with Rating Bonus	LBE Status, Type and Size
Merrill Morris Partners, Inc.	10%	1	SF LBE-WBE (Micro)
Bionic	10%	2	SF LBE – OBE (Micro)
Interstice Architects, Inc.	10%	3	SF LBE-OBE (Micro)
SWA Group	N/A	4	
Royston Hanamoto Alley & Abey	N/A	5	
Verde Design, Inc.	N/A	6	
CMG Landscape Architecture	N/A	7	

MMP satisfactorily demonstrated how they will meet the LBE subcontractor participation requirement.

A combination of Micro-LBE and Small-LBE participation will count toward LBE subcontractor participation compliance. MMP's commitment for this contract:

	Requirement %	Commitment %
Micro/Small LBE	20%	20%

MMP intends to perform landscape architecture, CAD drafting, renderings, and irrigation.

In their proposal, MMP listed the following subcontractors on this contract.

Supplier Name	Scope of Work	LBE	LBE Size	LBE Percent	Percent Of Work
Telamon Engineering Consultants, Inc. ("TECI")	Civil Engineering, CAD drafting, surveying	LBE	SML	100%	10%
SOHA Engineers	Structural Engineering	LBE	SML	100%	4%
F W Associates, Inc.	Electrical Engineering	LBE	SML	100%	4%
Saylor Consulting Group	Cost Estimation	LBE	MICR	100%	2%
Verde Design, Inc.	Synthetic Turf & Drainage Landscape Arch Support				2%

MMP satisfied the "Good Faith Efforts" requirement.

MMP utilized Approach A and exceeded the LBE subcontractor participation requirement by 35%.

Bionic satisfactorily demonstrated how they will meet the LBE subcontractor participation requirement.

A combination of Micro-LBE and Small-LBE participation will count toward LBE subcontractor participation compliance. Bionic's commitment for this contract:

	Requirement %	Commitment %
Micro/Small LBE	20%	20%

Bionic intends to perform landscape architecture design, CAD drafting support, landscape rendering and illustrations.

In their proposal, Bionic listed the following subcontractors on this contract.

Supplier Name	Scope of Work	LBE	LBE Size	LBE Percent	Percent Of Work
Sustainable Watershed Designs, Inc. DBA Lotus Water	Consultation and Design Services, CAD Drafting Support	LBE	SML	100%	15%
Niteo California LLC	Consultation and Design Services, CAD Drafting Support	LBE	MICR	100%	5%
Russell D Mitchell & Associates, Inc. ("RMA")	Irrigation Design				30%

Lotus Water's scope of work will primarily be stormwater management, hydrology, and related civil engineering tasks. In addition, Lotus water will be involved in consultation on water resource considerations and related design documentation.

Niteo's scope of work will include lighting-related planning, analysis, and CAD drafting specific to illumination design.

Bionic satisfied the "Good Faith Efforts" requirement.

Bionic utilized Approach A and exceeded the LBE subcontractor participation requirement by 35%.

Interstice satisfactorily demonstrated how they will meet the LBE subcontractor participation requirement.

A combination of Micro-LBE and Small-LBE participation will count toward LBE subcontractor participation compliance. Interstice's commitment for this contract:

	Requirement %	Commitment %
Micro/Small LBE	20%	20%

Interstice intends to perform landscape architecture.

In their proposal, Interstice listed the following subcontractors on this contract.

Supplier Name	Scope of Work	LBE	LBE Size	LBE Percent	Percent Of Work
Urban Design Consulting Engineers	Civil Engineering	LBE	MICR	100%	10%
FTF Engineering	Structural Engineering	LBE	SML	100%	5%
M Lee Corporation	Cost Estimating	LBE	MICR	100%	5%
Brookwater Design	Irrigation System Design				10%

Interstice satisfied the "Good Faith Efforts" requirement.

Interstice utilized Approach A and exceeded the LBE subcontractor participation requirement by 35%.

SWA satisfactorily demonstrated how they will meet the LBE subcontractor participation requirement.

A combination of Micro-LBE and Small-LBE participation will count toward LBE subcontractor participation compliance. SWA's commitment for this contract:

	Requirement %	Commitment %
Micro/Small LBE	20%	27%

SWA intends to perform landscape architecture.**In their proposal, SWA listed the following subcontractors on this contract.**

Supplier Name	Scope of Work	LBE	LBE Size	LBE Percent	Percent Of Work
Civid Edge Consulting	Outreach and Engagement	LBE	MICR	100%	4%
Saylor Consulting Group	Cost Estimating	LBE	MICR	100%	5%
Volume Design Inc.	Environmental Graphics	LBE	MICR	100%	8%
SOHA Engineers	Structural Engineering	LBE	SML	100%	6%
Niteo California LLC	Lighting Design	LBE	MICR	100%	4%
Russell D Mitchell & Associates, Inc. ("RMA")	Irrigation				3%

SWA satisfied the "Good Faith Efforts" requirement.

SWA utilized Approach A and exceeded the LBE subcontractor participation requirement by 35%.

RHAA satisfactorily demonstrated how they will meet the LBE subcontractor participation requirement.

A combination of Micro-LBE and Small-LBE participation will count toward LBE subcontractor participation compliance. RHAA's commitment for this contract:

	Requirement %	Commitment %
Micro/Small LBE	20%	37%

RHAA intends to perform landscape architecture, project management.**In their proposal, RHAA listed the following subcontractors on this contract.**

Supplier Name	Scope of Work	LBE	LBE Size	LBE Percent	Percent Of Work
Riz Gache Design	Landscape Architecture	LBE	MICR	100%	37%

RHAA satisfied the "Good Faith Efforts" requirement.

RHAA utilized Approach A and exceeded the LBE subcontractor participation requirement by 35%.

CMD finds MMP, Bionic, Interstice, SWA, and RHAA are responsive to pre-award requirements of Chapter 14B. Once awarded, the contract(s) will be monitored for compliance with the LBE subcontractor participation commitment, as well as other 14B requirements.

Primary CMD contact for the contract: Vivian Liu, vivian.y.liu@sfgov.org

CMD must be contacted immediately for:

- Subcontractor addition/substitution;
- Contract modification that cumulatively increases the original contract value by 20%;
- Prompt payment issues;
- Any other issues pertaining to LBE subcontractor participation.

Noncompliance may result in penalties, including monetary fines. Please communicate with CMD early.

[CCO/VL]



City and County of San Francisco
San Francisco Public Works
Project Controls and Services



PROFESSIONAL SERVICES RFQ
TABULATION OF SCORES

Title: As-Needed Landscape Architectural Services No. 3

Sourcing Event ID No.: 0000010056

Date Proposals Received: December 18, 2024

Firm Name	LBE Bonus %	Final Score	Final Rank
Merrill Morris Partners, Inc.	10%	1018.60	1
Bionic	10%	989.18	2
Interstice Architects, Inc.	10%	932.53	3
SWA Group	0%	918.50	4
Royston Hanamoto Alley & Abey (RHAA)	0%	910.75	5
Verde Design, Inc.	0%	896.75	6
CMG Landscape Architecture	0%	885.25	7