



Meeting Date: May 8, 2025

To: Public Works Commission

Through: Carla Short, Public Works Director
Bruce Robertson, Deputy Director for Financial Management & Administration

From: Victor Tam, Contract Manager

Subject: Master As-Needed Agreement M22 General Building Services – Contract Award

Director’s Recommendation: Award Master As-Needed Agreement M22 General Building Services with a not-to-exceed amount of \$3,000,000 for 730 consecutive calendar days to Rubecon General Contracting, Inc. Also, authorize the Director of Public Works to approve future modifications to increase the contract duration by up to 1,095 calendar days, to a new total duration of up to 1,825 calendar days, and to increase the not-to-exceed amount by up to \$1,500,000, for a new total not-to-exceed amount of \$4,500,000.

Contract Background: The work to be performed under this contract consists of general building services at various locations in the City, and may include, but is not limited to, repair, alteration, modernization, maintenance, rehabilitation, demolition, and construction of infrastructure, buildings, structures, or real property. The work is performed on an “if-and-as-needed” basis in accordance with the San Francisco Administrative Code Section 6.64 requirements. Contractors who can demonstrate experience, expertise and quality of work may be awarded a master agreement for a term of up to two years and a Maximum Contract Amount of \$3,000,000. When work is needed, at least three contractors awarded a master agreement will be invited to submit a competitive quotation for the work. The contractor submitting the lowest responsive quotation may be awarded the Contract Service Order (CSO) to perform the work.

Solicitation Process: The Department advertised the continuous solicitation of the Request for Qualifications on December 21, 2022. Staff evaluated the Request for Qualifications submittal package from Rubecon General Contracting, Inc. and it determined that they meet the minimum qualifications of the solicitation.

Contract Details:

Contract Title:	Master As-Needed Agreement M22 General Building Services
Contract Award Amount:	Not-to-exceed \$3,000,000 with the option to increase the not-to-exceed amount by \$1,500,000, resulting in a total not-to-exceed amount of \$4,500,000
Cost Estimate:	N/A

Contract Funding Sources:	Dependent on CSO
Anticipated Project Schedule:	N/A
Contract Duration:	Initial duration of 730 consecutive calendar days with the option to extend the contract duration by up to 1,095 calendar days, to 1,825 consecutive calendar days
Contractor Name:	Rubecon General Contracting, Inc.
Compliance with Chapter 14B Local Business Enterprise Ordinance:	N/A
Environmental Determination (if applicable):	N/A
Other Compliance:	N/A
Additional Information:	N/A
Attachments:	Attachment 1: Resolution (Rubecon General Contracting, Inc.) Attachment 2: CMD Pre-Award Memo (Rubecon General Contracting, Inc)

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

RESOLUTION NO. _____

WHEREAS, On December 21, 2022, San Francisco Public Works (Public Works) advertised a Request for Qualifications for Master As-Needed Agreement M22 General Building Services; and

WHEREAS, When the applicable work is available, contractors awarded a master agreement will be invited to submit a competitive quotation for the work and the contractor submitting the lowest responsive quotation may be awarded the Contract Service Order to perform the work; and

WHEREAS, The work to be performed under this contract consists of general building services at various locations in the City, and may include, but is not limited to, repair, alteration, modernization, maintenance, rehabilitation, demolition, and construction of infrastructure, buildings, structures, or real property; and

WHEREAS, The work is performed on an “if-and-as-needed” basis in accordance with the San Francisco Administrative Code Section 6.64 requirements; and

WHEREAS, The not-to-exceed contract amount is \$3,000,000; and

WHEREAS, The initial contract duration is 730 calendars days; and

WHEREAS, Public Works staff and Contract Monitoring Division staff reviewed the bids and determined that Rubecon General Contracting, Inc. is responsive and responsible; and

WHEREAS, The Director recommends the Commission’s approval of the initial not-to-exceed contract amount and the initial contract duration referenced above as well as the Commission’s approval of an increase of up to 1,095 calendar days to the contract duration contingency and an increase of up to \$1,500,000 to the not-to-exceed amount contingency; now, therefore, be it

RESOLVED, That this Commission hereby awards Master As-Needed Agreement M22 General Building Services Contract on an if-and-as-needed basis, in the not-to-exceed amount of \$3,000,000 for 730 consecutive calendar days, to Rubecon General Contracting, Inc.; and be it

FURTHER RESOLVED, That this Commission hereby authorizes the Director to hereby approve an increase of up to 1,095 calendar days to the contract duration contingency and to increase the not-to-exceed amount contingency by up to of \$1,500,000 to the not-to-exceed amount contingency.

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 17, 2025

To: Victor Tam, PW
Ben Washington, PW

From: James Chung, Contract Monitoring Division

Subject: CMD Review of Request for Qualifications Submitted March 3, 2025 for Master As-Needed M22 General Building Services (Sourcing Event ID #0000007673)

The Contract Monitoring Division ("CMD") has reviewed the proposal and supporting documentation submitted for the subject Request for Qualifications ("RFQ"). Public Works ("PW") accepts requests for this RFQ on a continuous basis. Bidders awarded a master agreement through this RFQ will be invited to submit competitive quotes for the award of Contract Service Orders ("CSOs").

Rubecon General Contracting, Inc. ("Rubecon") is eligible for an award of a master agreement.

Bid Discount

The bid discount is not applicable at the RFQ stage. However, Rubecon will receive a 10% bid discount on each subsequent quote submitted for each CSO.

Proposer	Status	Bid Discount
Rubecon General Contracting, Inc	SF LBE-MBE (Small)	10%

LBE Subcontracting Participation and "Good Faith Efforts" Requirement

PW must contact CMD to set an LBE subcontracting participation requirement for each CSO prior to advertisement of each CSO.

Contractors in the Master As-Needed pool must meet or exceed the LBE subcontracting participation and "Good Faith Efforts" requirements for each CSO to be eligible for the award of the CSO.

CMD finds Rubecon 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: James Chung, James.Chung@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.

JC