



**Meeting Date:** September 10, 2024

**To:** Public Works Commission

**Through:** Carla Short, Public Works Director  
Ron Alameida, Deputy Director & City Architect

**From:** Olivia Lee, Contract Manager

**Subject:** As-Needed Cost Estimating Services No. 6 - Five Contract Awards

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**Director's Recommendation:** Award Professional Services Contract, As-Needed Cost Estimating Services No. 6 in the amount of \$1,800,000 each for 1,825 calendar days to the following five contractors (each a "Consultant") for cost estimating services: M Lee Corporation, Construction Management West, Inc. (CM West), MicroEstimating, Inc., Saylor Consulting Group (Saylor), and Dabri, Inc.

**Contract Background:** The work to be performed under this contract consists of cost estimating services. The Consultant will be required to provide cost estimating services for various building, infrastructure, and landscaping projects. Tasks may involve submittal of cost estimates at different phases of the design, field visits, attending coordination meetings with the project manager and designers, and other related work. Projects requiring cost estimating services may include various building facilities, such as, library buildings, fire stations, police stations, health service centers, hospital buildings, recreation centers, parks, pump stations, and other City-owned facilities. 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 for the City in the past.

**Solicitation Process:** On March 7, 2024, San Francisco Public Works advertised the Request for Qualifications for As-Needed Cost Estimating Services No. 6 (RFQ) . Public Works sought to award five contracts with an anticipated not-to-exceed contract amount of \$1,800,000 with a contract duration of 1,825 calendar days. The Contract Monitoring Division (CMD) established a 25% Local Business Enterprise (LBE) subcontracting requirement for this contract.

On April 18, 2024, Public Works received six proposals. City staff reviewed all proposals and determined that all six proposals were responsive and responsible.

The 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 five RFQ proposers for this contract were: M Lee Corporation, Construction Management West, Inc. (CM West), MicroEstimating, Inc., Saylor Consulting Group (Saylor), and Dabri, Inc.

**Contract Details:**

<b>Contract Title:</b>	As-Needed Cost Estimating Services No. 6
<b>Personal Services Contract No.:</b>	Civil Service Commission approved on February 05, 2024 (PSC No. 43520-23/24).
<b>Contract Award Amount:</b>	Up to \$1,800,000 for each contract
<b>Contract Funding Sources (if applicable):</b>	Client funding, depending on the project.
<b>Anticipated Project Schedule:</b>	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.
<b>Contract Duration:</b>	1,825 calendar days for each contract
<b>Contractors' Names:</b>	<ul style="list-style-type: none"> <li>• M Lee Corporation</li> <li>• Construction Management West, Inc. (CM West)</li> <li>• MicroEstimating, Inc.</li> <li>• Saylor Consulting Group (Saylor)</li> <li>• Dabri, Inc.</li> </ul>
<b>Compliance with Chapter 14B Local Business Enterprise Ordinance:</b>	<p>The Contract Monitoring Division (CMD) established a 25% Local Business Enterprise (LBE) subcontracting requirement for this contract.</p> <p>M Lee Corporation submitted LBE subconsultant participation of 25% with its proposal.</p> <p>Construction Management West, Inc. (CM West) submitted LBE subconsultant participation of 25% with its proposal.</p> <p>MicroEstimating, Inc. submitted LBE subconsultant participation of 25% with its proposal.</p> <p>Saylor Consulting Group (Saylor) submitted LBE subconsultant participation of 25% with its proposal.</p>

	Dabri, Inc. submitted LBE subconsultant participation of 25% with its proposal.
<b>Other Compliance:</b>	N/A
<b>Additional Information:</b>	N/A
<b>Attachments:</b>	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 March 7, 2024, San Francisco Public Works (Public Works) advertised the Request for Qualifications for As-Needed Cost Estimating Services No. 6 (RFQ) to establish a pool of qualified consultants; and

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

WHEREAS, Public Works intended to award contracts to a total of five pre-qualified prime consultants or joint ventures through the RFQ; and

WHEREAS, Contract Monitoring Division (CMD) established a 25% Local Business Enterprise (LBE) subcontracting requirement for this contract; and

WHEREAS, Public Works received six proposals in response to the RFQ on April 18, 2024; and

WHEREAS, The City found a total of six proposals responsive and responsible; and

WHEREAS, All six 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, The proposal of Construction Management West, Inc. (CM West) ranked second; now, therefore, be it

RESOLVED, That this Commission hereby awards Public Works professional Services Contract, As-Needed Cost Estimating Services No. 6, in an amount not to exceed \$1,800,000 and with a contract duration of 1,825 calendar days, to Construction Management West, Inc. (CM West).

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

\_\_\_\_\_  
Commission Affairs Manager  
Public Works Commission



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



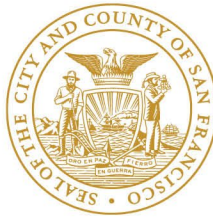
**PROFESSIONAL SERVICES RFQ**  
**TABULATION OF SCORES**

Title: As-Needed Cost Estimating Services No. 6

Sourcing Event ID No.: 0000009086

Date Proposals Received: April 18, 2024

<b>Firm Name</b>	<b>LBE Bonus %</b>	<b>Final Score</b>	<b>Final Rank</b>
<b>M Lee Corporation</b>	<b>10%</b>	<b>1095.60</b>	<b>1</b>
<b>Construction Management West Inc.</b>	<b>10%</b>	<b>1082.40</b>	<b>2</b>
<b>MicroEstimating, Inc.</b>	<b>10%</b>	<b>1078.00</b>	<b>3</b>
<b>Saylor Consulting Group (Saylor)</b>	<b>10%</b>	<b>1073.88</b>	<b>4</b>
<b>Dabri Inc</b>	<b>10%</b>	<b>1063.70</b>	<b>5</b>
<b>ABA</b>	<b>10%</b>	<b>864.88</b>	<b>6</b>



**MEMORANDUM**

Date: July 10, 2024  
 To: Project Controls & Services Team, Public Works  
 Contract Administration, Public Works  
 From: Antonio Tom, Contract Compliance Officer, CMD  
 Subject: 0000009086 - As-Needed Cost Estimating Services No. 6

The Contract Monitoring Division (“CMD”) has reviewed the consultant proposals and supporting documentation, and applied the appropriate rating bonuses submitted for the above referenced contracts. Based on this review, CMD has determined that the proposals were materially compliant with the pre-award Chapter 14B requirements.

**Rating Bonus, Score Sheets, and Score Tabulations**

CMD has reviewed the score sheets submitted by the panelists and the final score tabulations from Public Works. Based on this information and after the application of the LBE rating bonus, the proposers are ranked as follows:

RANK	FIRM	LBE Status	Rating Bonus
1	M Lee Corporation	LBE-MBE (Small)	Eligible for a 10% rating bonus
2	Construction Management West, Inc	LBE-MBE (Micro)	Eligible for a 10% rating bonus
3	MicroEstimating, Inc.	LBE-MBE (Micro)	Eligible for a 10% rating bonus
4	Saylor Consulting Group	LBE-MBE (Small)	Eligible for a 10% rating bonus
5	Dabri, Inc	LBE-MBE (Small)	Eligible for a 10% rating bonus
6	ABA	LBE-MBE (Micro)	Eligible for a 10% rating bonus

**LBE Subconsultant Participation Requirement**

M Lee Corporation achieved the highest score and met the 25% LBE subconsultant participation requirement. The following firms were listed on the CMD Form 2A:

Firm	Service	LBE Status	Listed Percent	LBE Credited Percent
Mercurial Consulting Inc.	Cost Estimating	LBE-OBE (Micro)	15.0%	15.0%
Hollins Consulting Inc.	Cost Estimating	LBE-MBE (Small)	5.0%	5.0%
Construction Management West Inc.	Cost Estimating	LBE-MBE (Micro)	5.0%	5.0%
<b>TOTAL:</b>			25.0%	25.0%

Construction Management West, Inc. achieved the second highest score and met the 25% LBE subconsultant participation requirement. The following firms were listed on the CMD Form 2A:

Firm	Service	LBE Status	Listed Percent	LBE Credited Percent
MicroEstimating, Inc.	Cost Estimating	LBE-MBE (Micro)	12.5%	12.5%
Azad Engineering PC	Cost Estimating	LBE-WBE (Micro)	12.5%	12.5%
MCK Americas Inc	Cost Estimating	LBE-OBE (SBA)	5.0%	0.0%
<b>TOTAL:</b>			30.0%	25.0%

MicroEstimating, Inc. achieved the third highest score and met the 25% LBE subconsultant participation requirement. The following firms were listed on the CMD Form 2A:

Firm	Service	LBE Status	Listed Percent	LBE Credited Percent
Construction Management West Inc.	Cost Estimating	LBE-MBE (Micro)	20.0%	20.0%
Mercurial Consulting Inc.	Cost Estimating	LBE-OBE (Micro)	5.0%	5.0%
<b>TOTAL:</b>			25.0%	25.0%

Saylor Consulting Group achieved the fourth highest score and met the 25% LBE subconsultant participation requirement. The following firms were listed on the CMD Form 2A:

Firm	Service	LBE Status	Listed Percent	LBE Credited Percent
Construction Management West Inc.	Cost Estimating	LBE-MBE (Micro)	25.0%	25.0%
<b>TOTAL:</b>			25.0%	25.0%

Dabri, Inc achieved the fifth highest score and met the 25% LBE subconsultant participation requirement. The following firms were listed on the CMD Form 2A:

Firm	Service	LBE Status	Listed Percent	LBE Credited Percent
Mercurial Consulting Inc.	Mechanical Estimating	LBE-OBE (Micro)	10.0%	10.0%
Alfred Martinez	Cost Estimating	LBE-WBE (Micro)	5.0%	5.0%
Effective Management	Cost Estimating	LBE-OBE (Micro)	10.0%	10.0%

	<b>TOTAL:</b>	25.0%	25.0%
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Public Works indicates that a contract will be awarded to the five (5) highest ranked proposers. Based on the foregoing, CMD has determined that M Lee Corporation, Construction Management West, Inc., MicroEstimating, Inc., Saylor Consulting Group, and Dabri, Inc have complied with the pre-award Chapter 14B requirements. Should you have any additional questions and/or concerns, please feel free to contact me at [antonio.tom@sfgov.org](mailto:antonio.tom@sfgov.org).