



**Meeting Date:** February 26, 2024

**To:** Public Works Commission

**Through:** Carla Short, Public Works Director  
Ronald Alameida, City Architect and Deputy Director for Buildings

**From:** Teenchee Le, Job Order Contract (JOC) Program Manager

**Subject:** JOC-J58 General Building Services [Micro-LBE Set-Aside] – Contract Award

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**Director’s Recommendation:** Award Job Order Construction contract JOC-J58 General Building Services [Micro-LBE Set-Aside] with a not-to-exceed amount of \$5,000,000 for 730 consecutive calendar days to Svala Construction, Inc; and 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 \$2,500,000, for a new total not-to-exceed amount of \$7,500,000.

**Contract Background:** Work is accomplished by issuing Task Orders during the term of the contract. The scope of work may include repair, alteration, modernization, maintenance, rehabilitation, demolition and construction of buildings, structures, or other real property. The work is performed on an “if-and-as-needed” basis in accordance with the San Francisco Administrative Code Section 6.62 requirements. The initial master agreement term is two years and not-to-exceed amount of \$5,000,000. Per San Francisco Administrative Code section 6.62(g), the Contract Term may be extended up to 5 years, but no new Task Orders will be issued after the first 4 years. Per San Francisco Administrative Code section 6.62(f) the not-to-exceed amount of the Contract can be increased to 150% of the original contract amount to a not-to-exceed amount of \$7,500,000.

**Solicitation Process:** The Department advertised the project on November 28, 2023, and received two bids on January 3, 2024. Staff evaluated the low bid proposal from Svala Construction, Inc. and it was determined that:

1. The bid was deemed responsive by Public Works Contract Administration staff
2. The bidder was deemed responsible by Public Works Project Controls and Services
3. The bid received Contract Monitoring Division’s award recommendation

**Contract Details:**

<b>Contract Title:</b>	JOC-J58 General Building Services [Micro-LBE Set-Aside]
<b>Contract Award Amount:</b>	Initial not-to-exceed amount of \$5,000,000 with the option to increase the not-to-exceed amount by \$2,500,000, resulting in a total not-to-exceed amount of \$7,500,000

<b>Cost Estimate:</b>	N/A, as-needed contract
<b>Contract Funding Sources:</b>	Depends on the task order
<b>Anticipated Project Schedule:</b>	N/A, as-needed contract
<b>Contract Duration:</b>	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
<b>Contractor Name:</b>	Svala Construction, Inc.
<b>Compliance with Chapter 14B Local Business Enterprise Ordinance:</b>	Contract Monitoring Division (CMD) determined that bidder is a certified micro-LBE firm and this solicitation is a Micro-LBE Set-Aside contract
<b>Environmental Determination (if applicable):</b>	N/A, as-needed contract
<b>Other Compliance:</b>	12B Equal Benefits Ordinance Compliant
<b>Additional Information:</b>	N/A
<b>Attachments:</b>	Attachment 1: Resolution Attachment 2: Bid Tabulations Attachment 3: CMD Award Memo

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

**RESOLUTION NO. \_\_\_\_\_**

WHEREAS, On November 28, 2023, San Francisco Public Works (Public Works) advertised as-needed Job Order Contracting (JOC) JOC-J58 General Building Services [Micro-LBE Set-Aside] contract; and

WHEREAS, The work is accomplished by issuing Task Orders during the term of the contract. The scope of work may include repair, alteration, modernization, maintenance, rehabilitation, demolition and construction of buildings, structures, or other real property; and

WHEREAS, The work is performed on an “if-and-as-needed” basis in accordance with the San Francisco Administrative Code Section 6.62 requirements; and

WHEREAS, The initial not-to-exceed contract amount is \$5,000,000; and

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

WHEREAS, On January 3, 2024, Public Works received and opened publicly two bids; and

WHEREAS, Public Works staff and Contract Monitoring Division (CMD) staff reviewed the bids and determined that Svala Construction, Inc. is a responsive and responsible bidder that submitted the lowest responsive bid; 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 \$2,500,000 to the not-to-exceed amount contingency; now, therefore, be it

RESOLVED, That this Commission hereby awards Public Works Construction Contract, JOC-J58 General Building Services [Micro-LBE Set-Aside], in the not-to-exceed amount of \$5,000,000 for 730 consecutive calendar days to Svala Construction, Inc.; and be it

FURTHER RESOLVED, That this Commission hereby authorizes the Director to 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 \$2,500,000.

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

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

**City and County of San Francisco  
Department of Public Works  
TABULATION OF BIDS**

Sourcing ID No. 0000008875  
Contract No. JOC-J58

Title: **JOB ORDER CONTRACT J58 GENERAL BUILDING SERVICES [Micro-LBE Set Aside]**

Bids Received: January 3, 2024

Bidders: (In the order of bids received & opened)

Svala Construction   Urban West Construction, Inc.

LBE Status Claimed    Micro-LBE    Micro-LBE

**Adjustment Factors**

1.0 Normal Working Hours Adjustment Factor	1.0800	1.2500
2.0 Other Than Normal Working Hours Adjustment Factor	1.1400	1.5000

**Award Criteria Figure Formula**

**Prorated Factors**

1.0 x 0.90	0.9720	1.1250
2.0 x 0.10	0.1140	0.1500

<b>Award Criteria Figure (Sum of the Prorated Factors)</b>	<b>1.0860</b>	<b>1.2750</b>
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cc:	Teenchee Le	Carla Short	Julia Laue
	Aaron Lee	Ron Alameida	Jieting Yu
	Selormey Dzikunu	Jun Caranto	K2Systems
	Sheila Tagle	Laura Tanigawa	All Bidders

January 3, 2024    Advertisement:    <https://bidopportunities.apps.sfdpw.org/CaseLoad/Details/2491>





## MEMORANDUM

Date: January 12, 2024

To: JOC Team, Public Works  
Contract Administration, Public Works

From: Antonio Tom, Contract Compliance Officer, CMD

Subject: 000008875 - Job Order Contract J58 General Building Services [Micro-LBE Set-Aside]

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The Contract Monitoring Division (“CMD”) has reviewed the bids submitted for the above referenced project, applied the appropriate bid discounts, and determined responsiveness to the Chapter 14B pre-award requirements. Below is a summary of CMD’s review.

### **Bids**

The following were received:

<b>Bidder</b>	<b>Status</b>	<b>Award Criteria Figure</b>	<b>Discounted Award Criteria Figure</b>
Svala Construction, Inc.	LBE-OBE (Micro)	1.0860	N/a
Urban West Construction, Inc.	LBE-OBE (Micro)	1.2750	N/a

Public Works requests to award this contract to Svala Construction, Inc., (“Svala”).

### **LBE Subcontracting Requirement**

The LBE subcontracting requirement does not apply to Micro-LBE set-aside contracts. The Micro-LBE Prime must perform at least 25% of the contract work.

### **Chapter 14B Determination**

Based on the foregoing, CMD has determined that Svala has materially complied with the pre-award Chapter 14B requirements. Should you have any questions, or if I can be of further assistance, please do not hesitate to contact me at [antonio.tom@sfgov.org](mailto:antonio.tom@sfgov.org).