



Meeting Date: October 20, 2023

To: Public Works Commission

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

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

Subject: JOC-J61 General Engineering Services [Micro-LBE Set-Aside] – Contract Award

Director’s Recommendation: Award Job Order Construction contract JOC-J61 General Engineering Services [Micro-LBE Set-Aside] with a not-to-exceed amount of \$5,000,000 for 730 consecutive calendar days to Ground Control 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 \$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 infrastructure, rights-of-way, retaining walls, parks, playgrounds, medians and other similar works, 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 May 12, 2023, and received two bids on June 7, 2023. Staff evaluated the low bid from Ground Control 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:

Contract Title:	JOC-J61 General Engineering Services [Micro-LBE Set-Aside]

Contract Award Amount:	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
Cost Estimate:	N/A, as-needed contract
Contract Funding Sources:	Depends on the task order
Anticipated Project Schedule:	N/A, as-needed contract
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:	Ground Control Inc.
Compliance with Chapter 14B Local Business Enterprise Ordinance:	Contract Monitoring Division (CMD) determined that bidder is a certified micro-LBE firm and this solicitation is a Micro-LBE Set-Aside contract
Environmental Determination (if applicable):	N/A, as-needed contract
Other Compliance:	12B Equal Benefits Ordinance Compliant
Additional Information:	N/A
Attachments:	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 May 12, 2023, San Francisco Public Works (Public Works) advertised as-needed Job Order Contracting (JOC) JOC-J61 General Engineering 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 infrastructure, rights-of-way, retaining walls, parks, playgrounds, medians and other similar works, 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 calendars days; and

WHEREAS, On June 7, 2023, 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 Ground Control, 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-J61 General Engineering Services [Micro-LBE Set-Aside], in the not-to-exceed amount of \$5,000,000 for 730 consecutive calendar days to Ground Control, 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. 000008223
Contract No. JOC-J61

Title: **JOB ORDER CONTRACT J61 GENERAL ENGINEERING SERVICES [MLBE SET ASIDE PROGRAM]**

Bids Received: June 7, 2023

<u>Bidders: (In the order of bids received & opened)</u>	<u>Ground Control, Inc.</u>	<u>Hernandez Engineering</u>
LBE Status Claimed	Micro-LBE	Micro-LBE

Adjustment Factors

1.0 Normal Working Hours Adjustment Factor	1.1400	1.2600
2.0 Other Than Normal Working Hours Adjustment Factor	1.2000	1.2700
3.0 Normal Working Hours Adjustment Factor <i>In San Joaquin/Stanislaus/Tuolumne Counties</i>	1.1800	1.2800
4.0 Other Than Normal Working Hours Adjustment Factor <i>In San Joaquin/Stanislaus/Tuolumne Counties</i>	1.2500	1.2900

Award Criteria Figure Formula

Prorated Factors

1.0 x 0.75	0.8550	0.9450	-	-
2.0 x 0.10	0.1200	0.1270	-	-
3.0 x 0.10	0.1180	0.1280	-	-
4.0 x 0.05	0.0625	0.0645	-	-

Award Criteria Figure (Sum of the Prorated Factors)	1.1555	1.2645	-	-
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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

June 7, 2023 Advertisement: <https://bidopportunities.apps.sfdpw.org/CaseLoad/Details/2448>



CONTRACT MONITORING DIVISION OFFICE OF THE CITY ADMINISTRATOR



London N. Breed, Mayor
Carmen Chu, City Administrator

Stephanie Tang, Director

MEMORANDUM

Date: August 21, 2023

To: Ben Washington, Contract Administration, SF Public Works
Robert Loftus, Contract Administration, SF Public Works
Teenchee Le, Project Manager, SF Public Works

From: Ivan Oldenkamp, Contract Monitoring Division

Subject: Sourcing ID: 0000008223 JOC J61 General Engineering Services MLBE – CMD Review Memo

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

Bidder	Status	Award Criteria Figure
Ground Control, Inc.	SF LBE - MBE (Micro)	1.1555
Hernandez Engineering	SF LBE - MBE (Micro)	1.2645

Ground Control, Inc. (“GCI”) is the lowest responsive bidder.

As a Micro Set-Aside contract, there is no LBE subcontracting requirement, however GCI must self-perform at least 25% of the contract. GCI has not listed any subcontractors.

Based on the foregoing, CMD has determined that GCI has complied with the Chapter 14B pre-award requirements. Should you have any questions, please contact Ivan Oldenkamp at ivan.oldenkamp@sfgov.org



Jun Caranto, PE, Acting Bureau Manager | Project Controls & Services

severino.caranto@sfdpw.org | T. 628.271.2206 | 49 South Van Ness Ave. Suite 700, San Francisco, CA 94103

Date: August 28, 2023

To: Carla Short, Interim Director of Public Works

From: Teenchee Le, Job Order Contracting (JOC) Manager

RE: Request to Recommend Award of Contract to Sole Eligible Bidder
Sourcing Event ID 000008223
Job Order Contract J61 General Engineering Services
[Micro-LBE Set Aside Program]

Director Short:

In accordance with San Francisco Public Works (SFPW) Contract Administration policy and procedure, I am requesting your approval to recommend Award of Contract to the sole eligible, responsive bidder for Job Order Contract J61 General Engineering Services [Micro-LBE Set Aside Program] (Sourcing Event ID. 000008223).

On May 12, 2023, San Francisco Public Works (Public Works) advertised a formal contract for general engineering construction services via the Job Order Contracting Program. The work on this contract will be accomplished by issuing task orders to the successful contractor during the term of the contract. The scope of work may include repair, alteration, modernization, maintenance, rehabilitation, demolition and construction of infrastructure, rights-of-way, retaining walls, parks, playgrounds, medians and other similar works, structures, or other real property.

One eligible, responsive bid and one ineligible bid were received on June 7, 2023, from Ground Control, Inc. (GCI) and Hernandez Engineering, Inc. (Hernandez Engineering) respectively. Hernandez Engineering's bid was deemed ineligible due to San Francisco Administrative Code Chapter 6.62(j), which states: *"A Contractor who enters into a JOC Contract with a particular City department is not eligible during the term of such JOC Contract to submit a Bid on a subsequent JOC Contract advertised by the same contracting department, except in the following circumstances: (1) the Contractor's existing JOC Contract will expire in 120 days or fewer; (2) the contracting department has issued task orders valued by the City in an amount equal to or exceeding 90% of the maximum dollar amount of the existing JOC Contract..."*. Hernandez Engineering was deemed the apparent low bidder on Job Order Contract J57 General

Engineering Services [Micro-LBE Set-Aside] and therefore, does not qualify to bid on this contract.

This contract is a Job Order Contract (JOC) with no predetermined work. Therefore, no engineer's estimate was provided. The required qualifications for Bidders were similar to those in previous solicitations of JOC contracts and are necessary to perform the work. Further, the ineligible bid cannot be easily cured since the San Francisco Administrative Code clearly prohibits a contractor from holding two concurrent JOC contracts with the same department; bidder Hernandez Engineering does not qualify for any of the exceptions to this rule. SFPW performed outreach via SF City Partner and Public Works websites approximately four weeks prior to the bid opening; a pre-bid meeting was held on May 24, 2023 where several potential bidders attended. Attached is the pre-bid attendance sign-in sheet. Hence, neither further outreach nor removal or modification of certain requirements would result in more bids.

Given the above information, Public Works recommends award of contract to the sole responsive bidder, GCI.

If you have any questions regarding this matter, please feel free to direct them to Teenchee Le, JOC Program Manager – Teenchee.Le@sfdpw.org.

My determination is to adopt the recommendation above.

DocuSigned by:

073CE73A4EA6486

Carla Short
San Francisco Public Works
Interim Director

8/28/2023 | 8:56:21 AM PDT

Date

Attachments: Bid tabulations
Pre-bid sign-in sheet