

Meeting Date: December 15, 2023

To: Public Works Commission

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

From: Olivia Lee, Contract Manager

Subject: As-Needed Inspector of Record Inspection Services No. 3 - Two Contract Awards

Director’s Recommendation: Award Professional Services Contract, As-Needed Inspector of Record Inspection Services No. 3 in the amount of \$1,000,000 each for 1,825 calendar days each to Montgomery Corporation and King Construction Inspection, Inc. (KCI Inc) for inspector of record inspection services.

Contract Background: Public Works seeks to hire consultants to perform inspector of record inspection services. The consultants would perform specialized Inspector of Record (IOR) Inspection services for hospital projects on an as-needed basis. Such consultants would also oversee all inspections and witnesses work performed by other inspectors. The consultants would observe and report the results of each inspection to all responsible parties. Selected consultants may be required to provide the requested services for an entire project or for a portion of a project or for any project phase. Consultants have provided this type of services for the City in the past.

Solicitation Process: On August 16, 2023, San Francisco Public Works advertised the Request for Qualifications (RFQ) for As-Needed Inspector of Record Inspection Services No. 3. Public Works sought to award 3 contracts each with an anticipated not-to-exceed contract amount of \$1,000,000 and with a contract duration of 1,825 calendar days. The Contract Monitoring Division (CMD) waived the Local Business Enterprise (LBE) subcontracting requirement for this contract.

On September 27, 2023, Public Works received two proposals. City staff reviewed both proposals and determined that both 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.

Proposers Montgomery Corporation and King Construction Inspection, Inc. ranked in top two in the RFQ As-Needed Inspector of Record Inspection Services No. 3.

Contract Details:

Contract Title:	As-Needed Inspector of Record Inspection Services No. 3

Personal Services Contract No.:	Civil Service Commission approved on November 06, 2023 (PSC No. 48750-23/24).
Contract Award Amount:	Up to \$1,000,000 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:	Montgomery Corporation; King Construction Inspection, Inc. (KCI Inc.)
Compliance with Chapter 14B Local Business Enterprise Ordinance:	The Contract Monitoring Division (CMD) waived the Local Business Enterprise (LBE) subcontracting requirement for this agreement. Montgomery Corporation submitted LBE subconsultant participation of 0% with its proposal. King Construction Inspection, Inc. (KCI Inc.) submitted LBE subconsultant participation of 0% 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 August 16, 2023, San Francisco Public Works (Public Works) advertised the Request for Qualifications (RFQ) for As-Needed Inspector of Record Inspection Services No. 3 to establish a pool of qualified consultants; and

WHEREAS, The not-to-exceed contract amount is anticipated to be up to \$1,000,000; 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 three pre-qualified prime consultants or joint ventures through the RFQ As-Needed Inspector of Record Inspection Services No. 3; and

WHEREAS, Contract Monitoring Division (CMD) waived the Local Business Enterprise (LBE) subcontracting requirement for this contract; and

WHEREAS, Public Works received two proposals in response to the RFQ As-Needed Inspector of Record Inspection Services No. 3 on September 27, 2023; and

WHEREAS, the City found both proposals responsive and responsible; and

WHEREAS, Both 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 Montgomery Corporation ranked first in the RFQ As-Needed Inspector of Record Inspection Services No. 3; now, therefore, be it

RESOLVED, That this Commission hereby awards Public Works professional Services Contract, As-Needed Inspector of Record Inspection Services No. 3, in the amount not to exceed \$1,000,000, with a contract duration of 1,825 calendar days to Montgomery Corporation.

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 Inspector of Record Inspection Services No. 3

Sourcing Event ID No.: 0000008564

Date Proposals Received: September 27, 2023

Firm Name	Final Score	Final Rank
Montgomery Corporation	526.67	1
King Construction Inspection, Inc. (KCI Inc.)	523.67	2



MEMORANDUM

Date: November 9, 2023

To: Project Controls & Services Team, Public Works
Contract Administration, Public Works

From: Antonio Tom, Contract Compliance Officer, CMD

Subject: 0000008564 - As-Needed Inspector of Record Inspection Services No.3

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	Montgomery Corporation	Non-LBE	Not applicable
2	King Construction Inspection, Inc. (KCI Inc.)	Non-LBE	Not applicable

LBE Subcontracting Requirement

The LBE subcontracting requirement has been waived on contracts resulting from the subject RFP.

Montgomery Corporation and King Construction Inspection, Inc. (KCI Inc.) did not list any LBE subconsultants.

Public Works indicates that a contract will be awarded to the two (2) highest ranked proposers. Based on the foregoing, CMD has determined that Montgomery Corporation and King Construction Inspection, Inc. (KCI 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.