



Meeting Date: January 9, 2025

To: Public Works Commission

Through: Carla Short, Public Works Director
Severino (Jun) Caranto, Acting Bureau Manager

From: Olivia Lee, Contract Manager

Subject: As-Needed Cost Estimating Services No. 7 (Micro-LBE Set-Aside Program) – Cancel Request for Qualifications Solicitation in Whole

Director’s Recommendation: Cancel Request for Qualifications 9087 – As-Needed Cost Estimating Services No. 7 (Micro-LBE Set-Aside Program) solicitation in whole.

RFQ Background: The goal of this Request for Qualifications (RFQ) 9087 was to create a pool of qualified consultants who can provide cost estimating services for various projects undertaken by Public Works and other City Departments. The selected consultant was 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 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 this type of services for the City in the past.

Under section 6.41(b), the Commission must approve the Public Works Director’s decision to reject or cancel an RFQ process.

Solicitation Process: RFQ 9087 was advertised on March 7, 2024, concurrently with RFQ 9086 – As-Needed Cost Estimating Services No. 6. In response to RFQ 9087, three proposals were received on April 30, 2024. One proposer decided not to pursue RFQ 9087 and decided to pursue RFQ 9086 instead. Another proposal did not meet the minimum qualifications. And the third proposer was evaluated poorly in RFQ 9086. No contracts were awarded under RFQ 9087. The Department requests the Commission’s approval to cancel the RFQ 9087 solicitation in whole.

As-Needed Cost Estimating Services No. 7 (Micro-LBE Set-Aside Program) – Cancel Request
for Qualifications Solicitation in Whole

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RFQ Details:

RFQ Title:	RFQ 9087 - As-Needed Cost Estimating Services No. 7 (Micro-LBE Set-Aside Program)
Advertised Contract Amount:	\$1,000,000.00
Advertised number of contracts	3
Advertised Contract Duration:	1825 Calendar Days
Notice to Proceed Date:	N/A
Related Commission Actions:	N/A
Additional Information:	N/A
Attachments:	Attachment 1: Resolution

**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 (RFQ) for As-Needed Cost Estimating Services No. 7 (Micro-LBE Set-Aside Program) to establish a pool of qualified consultants; and

WHEREAS, The not-to-exceed contract amount was anticipated to be up to \$1,000,000; and the agreement would 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 Cost Estimating Services No. 7 (Micro-LBE Set-Aside Program); and

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

WHEREAS, Public Works received three proposals in response to the RFQ As-Needed Cost Estimating Services No. 7 (Micro-LBE Set-Aside Program) on April 30, 2024; and

WHEREAS, One proposer decided not to pursue this RFQ; and

WHEREAS, No contracts were awarded; and

WHEREAS, Public Works has determined that cancellation of the RFQ As-Needed Cost Estimating Services No. 7 (Micro-LBE Set-Aside Program) would be appropriate and has recommended and requested the cancellation of this RFQ; and now, therefore, be it

RESOLVED, That this Commission approves the cancellation of RFQ As-Needed Cost Estimating Services No. 7 (Micro-LBE Set-Aside Program) in whole.

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

Commission Affairs Manager
Public Works Commission