



**Meeting Date:** May 19, 2023

**To:** Public Works Commission

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

**From:** Olivia Lee, Contract Manager

**Subject:** As-Needed Historic Preservation Specialty Services No. 4, and As-Needed Historic Preservation Specialty Services No. 5 (Micro-LBE Set-Aside Program) - Three Contract Awards

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**Director's Recommendation:** Award the As-Needed Historic Preservation Specialty Services No. 4 Contracts in the amount of \$400,000 each for 1,825 calendar days to Architectural Resources Group (ARG), and Page & Turnbull for historic preservation specialty services. Award the As-Needed Historic Preservation Specialty Services No. 5 (Micro-LBE Set-Aside Program) in the amount of \$400,000 for 1,825 calendar days to Garavaglia Architecture, Inc. for historic preservation specialty services.

**Contract Background:** The work to be done under these contracts consists of historic preservation specialty services that consultants have provided on past City projects. The consultants will provide historic preservation consultation services for various building projects on an as-needed basis. Services may include cultural resource inventories, assessments, historical evaluations, management documents, and other necessary studies. Consultants will prepare historic structure reports, certificate of appropriateness, contract documents, and cost estimates. In addition, the consultants will provide design consultation, construction support, and Quality Assurance / Quality Control (QA/QC). Projects may include various building facilities, such as library buildings, fire stations, police stations, health service centers, hospital buildings, recreation centers, and other City-owned facilities. 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.

**Solicitation Process:** On November 1, 2022, San Francisco Public Works advertised the Request for Qualifications (RFQ) for the As-Needed Historic Preservation Specialty Services No. 4. Contract. While on November 2, 2022, San Francisco Public Works advertised the Request for Qualifications (RFQ) for As-Needed Historic Preservation Specialty Services No. 5 (Micro-LBE Set-Aside Program). Public Works had sought to award a total of four contracts with an anticipated not-to-exceed contract amount of \$400,000 and a contract duration of 1,825 calendar days. The RFQ for the As-Needed Historic Preservation Specialty Services No. 5 (Micro-LBE Set-Aside Program) is open only to small local firms that have CMD Micro-LBE certification in the Architectural, Including Historical and Conservator Services certification category.

On December 14, 2022, Public Works received three proposals for the As-Needed Historic Preservation Specialty Services No. 4 RFQ. City staff reviewed all proposals and determined that all three proposals were responsive and responsible.

On December 12, 2022, Public Works received one proposal for the As-Needed Historic Preservation Specialty Services No. 5 (Micro-LBE Set-Aside Program) RFQ. City staff reviewed the proposal and determined the proposal 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 Garavaglia Architecture, Inc., Architectural Resources Group (ARG), and Page & Turnbull were the three highest ranked proposals for the As-Needed Historic Preservation Specialty Services No. 4 RFQ. For the As-Needed Historic Preservation Specialty Services No. 5 (Micro-LBE Set-Aside Program) RFQ, Garavaglia Architecture, Inc., the sole proposer was determined to meet the RFQ requirements.

Proposer Garavaglia Architecture, Inc. submitted proposals in response to both RFQs, and scored high enough on both RFQ's for a contract. Only one historic preservation specialty services contract can be awarded to each consultant. Proposer Garavaglia Architecture, Inc. selected to pursue the Micro-LBE contract.

**Contract Details:**

<b>Contract Title:</b>	As-Needed Historic Preservation Specialty Services No. 4; As-Needed Historic Preservation Specialty Services No. 5 (Micro-LBE Set-Aside Program)
<b>Personal Services Contract No.:</b>	Civil Service Commission approved on December 19, 2022 (PSC No. 40710-22/23).
<b>Contract Award Amount:</b>	Up to \$400,000 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. Each contract will end 1,825 calendar days after it commences.
<b>Contract Duration:</b>	1,825 calendar days
<b>Contractors:</b>	Architectural Resources Group (ARG); Page & Turnbull;

	Garavaglia Architecture, Inc.
<b>Compliance with Chapter 14B Local Business Enterprise Ordinance:</b>	<p>Architectural Resources Group (ARG) submitted LBE subconsultant participation of 5% with its proposal.</p> <p>Page &amp; Turnbull submitted LBE subconsultant participation of 0% with its proposal.</p> <p>Garavaglia Architecture, Inc. submitted LBE subconsultant participation of 24% with its proposal.</p>
<b>Other Compliance:</b>	N/A
<b>Additional Information:</b>	N/A
<b>Attachments:</b>	<p>Attachment 1: Tabulation of Scores and Ranking for RFQ As-Needed Historic Preservation Specialty Services No. 4</p> <p>Attachment 2: Tabulation of Scores and Ranking for RFQ As-Needed Historic Preservation Specialty Services No. 5 (Micro-LBE Set-Aside Program)</p> <p>Attachment 3: CMD Determination Memo for RFQ As-Needed Historic Preservation Specialty Services No. 4</p> <p>Attachment 4: CMD Determination Memo for As-Needed Historic Preservation Specialty Services No. 5 (Micro-LBE Set-Aside Program)</p> <p>Attachment 5: Resolution</p>

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

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

WHEREAS, On November 1, 2022, San Francisco Public Works (Public Works) advertised the Request for Qualifications (RFQ) for As-Needed Historic Preservation Specialty Services No. 4 (the “Specialty Services No. 4 RFQ”) to establish a pool of qualified consultants; and

WHEREAS, On November 2, 2022, Public Works advertised the Request for Qualifications (RFQ) for As-Needed Historic Preservation Specialty Services No. 5 (Micro-LBE Set-Aside Program) (the “Specialty Services No. 5 RFQ”) to establish a pool of qualified micro-LBE consultants; and

WHEREAS, The not-to-exceed contract amount is anticipated to be up to \$400,000, 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 four pre-qualified prime consultants or joint ventures through the Specialty Services No. 4 RFQ and the the Specialty Services No. 5 RFQ; and

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

WHEREAS, Public Works received three proposals in response to the Specialty Services No. 4 RFQ on December 14, 2022; and

WHEREAS, All three proposals were found to be responsive and responsible by City staff; and

WHEREAS, Public Works received one proposal in response to the Specialty Services No. 5 RFQ on December 12, 2022; and

WHEREAS, The proposal was found to be responsive and responsible by the City staff; and

WHEREAS, All four responsive and responsible proposals were evaluated and scored by a panel comprised of individuals knowledgeable on the subject matter of these RFQ’s; optional oral interviews were not conducted; and

WHEREAS, Proposer Garavaglia Architecture, Inc. submitted proposals in response to both RFQ’s; and

WHEREAS, Proposer Garavaglia Architecture, Inc. scored high enough on both RFQ’s for a contract; and

WHEREAS, Only one contract for historic preservation services can be awarded to each consultant ; and

WHEREAS, Proposer Garavaglia Architecture, Inc. chose to pursue the Micro-LBE contract; now, therefore, be it

RESOLVED, That this Commission hereby awards Public Works professional Services Contract, As-Needed Historic Preservation Specialty Services No. 5 (Micro-LBE Set-Aside Program), in the amount of \$400,000, with a contract duration of 1,825 calendar days to Garavaglia Architecture, Inc.

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

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Commission Affairs Manager  
Public Works Commission



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

Title: As-Needed Historic Preservation Specialty No. 4

Sourcing Event ID No.: 7577

Date Proposals Received: December 14, 2022

Firm Name	LBE Bonus %	Final Score	Final Rank
Garavaglia Architecture, Inc.	10%	842.05	1
Architectural Resources Group (ARG)	0%	837.25	2
Page & Turnbull	0%	813.50	3



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



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

Title: As-Needed Historic Preservation Specialty No. 5 (Micro-LBE Set-Aside Program)

Sourcing Event ID No.: 7578

Date Proposals Received: December 12, 2022

Firm Name	LBE Bonus %	Final Score	Final Rank
Garavaglia Architecture, Inc.	0%	770.50	1



# CONTRACT MONITORING DIVISION OFFICE OF THE CITY ADMINISTRATOR



London N. Breed, Mayor  
Carmen Chu, City Administrator

Stephanie Tang, Director

## MEMORANDUM

Date: March 20, 2023

To: Olivia Lee, Contract Manager, SF Public Works  
Belle Macaranas, Contract Administration, SF Public Works

From: Ivan Oldenkamp for Finbarr Jewell, Contract Monitoring Division

Subject: Sourcing ID: 0000007577 As-Needed Historic Preservation Specialty Services No. 4 – CMD Review

The Contract Monitoring Division (“CMD”) has reviewed the proposals and supporting documentation submitted for the above referenced project, applied the appropriate rating bonuses, and determined responsiveness to the Chapter 14B pre-award requirements. Three proposals were reviewed and all were found to be compliant with the Chapter 14B pre-award requirements.

Below is a summary of CMD’s review.

### Rating Bonus

The following proposers were eligible for a rating bonus:

Proposer	Rating Bonus
Garavaglia Architecture, Inc.	10%

### Score Sheets and Score Tabulations

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

Proposer	Status	Score	Rank
Garavaglia Architecture, Inc.	SF LBE – OBE (Micro)	842.05	1



Architectural Resources Group	Non-LBE	837.25	2
Page & Turnbull	Non-LBE	813.50	3

The Request for Proposals indicates that the three highest ranked proposers will be eligible for award of an as-needed contract with a not-to-exceed amount of \$400,000 and duration of 5 years.

Garavaglia Architecture, Inc. (“Garavaglia”) has received the highest score. This firm also met the pre-award requirements for the PW As-Needed Historic Preservation Services No. 5, a Micro-LBE Set-Aside solicitation advertised concurrently with this solicitation. Public Works informed Garavaglia that they could only be in one contract pool for As-Needed Historic Preservation Services, and they chose the Micro-LBE Set-Aside No. 5 contract. Correspondingly, they have withdrawn from this solicitation.

**LBE Subconsultant Participation Requirement**

The LBE subconsultant requirement was waived for this project.

Architectural Resources Group (“ARG”) achieved the second highest score and has listed the following LBE subconsultants:

LBE Subconsultant	Scope of Work	Status	Listed Amount
Saylor Consulting Group	Cost estimating	SF-LBE WBE (Small)	5%

ARG did not list any non-LBE subconsultants.

Page & Turnbull (“P&T”) achieved the third highest score. The proposer did not list any subconsultants on CMD Form 2A.

Based on the foregoing, CMD has determined that Garavaglia, ARG, and P&T have complied with the Chapter 14B pre-award requirements. Should you have any questions, please contact Ivan Oldenkamp at [ivan.oldenkamp@sfgov.org](mailto:ivan.oldenkamp@sfgov.org)



# CONTRACT MONITORING DIVISION OFFICE OF THE CITY ADMINISTRATOR



London N. Breed, Mayor  
Carmen Chu, City Administrator

Stephanie Tang, Director

## MEMORANDUM

Date: March 16, 2023

To: Olivia Lee, Contract Manager, SF Public Works  
Belle Macaranas, Contract Administration, SF Public Works

From: Ivan Oldenkamp, Contract Monitoring Division

Subject: Sourcing ID: 0000007578 As-Needed Historic Preservation Specialty Services No. 5  
Micro-LBE Set-Aside – CMD Review

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The Contract Monitoring Division (“CMD”) has reviewed the proposals and supporting documentation submitted for the above referenced project and determined responsiveness to the Chapter 14B pre-award requirements.

As a Micro-LBE Set Aside contract, LBE bid discounts and the subcontracting requirement do not apply.

Below is a summary of CMD’s review.

### Score Sheets and Score Tabulations

Proposer	Status	Score	Rank
Garavaglia Architecture, Inc.	SF LBE – OBE (Micro)	770.50	1

Garavaglia Architecture, Inc. (“Garavaglia”) is the sole proposer. Garavaglia has met the Micro-LBE Set Aside program requirement by specifying self-performance of more than 25% of the contract work.

Garavaglia has listed the following LBE subconsultants:

LBE Subcontractor	Scope of Work	Status	Listed Amount
Saylor Consulting Group	Cost estimator	SF-LBE WBE (Small)	4%
EDesignC	M/E/P engineering	SF-LBE WBE (Micro)	18%

Denise Bradley Cultural Landscape	Cultural landscape	SF-LBE WBE (Micro)	2%
			<b>24%</b>

Garavaglia has also listed the following non-LBE subconsultants:

Duquette Engineering	Structural engineering	Non-LBE	15%
Brightworks Sustainability	LEED Consulting services	Non-LBE	3%
MPA Design	Landscape architecture	Non-LBE	6%
BKF Engineering	Civil engineering	Non-LBE	5%
Schaf Photo	Architectural photography	Non-LBE	3%
Impact Sciences, Inc.	Environmental planning consultant	Non-LBE	2%
Preservation Arts	Art Conservator	Non-LBE	3%
CPG Consultants	Green building services	Non-LBE	3%
			<b>40%</b>

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