



MEMORANDUM

February 21, 2025

TO: MEMBERS, PORT COMMISSION
Hon. Kimberly Brandon, President
Hon. Gail Gilman, Vice President
Hon. Willie Adams
Hon. Stephen Engblom
Hon. Steven Lee

FROM: Elaine Forbes
Executive Director

SUBJECT: Request authorization to issue a Request for Qualifications for As-Needed Engineering and Related Services for four contracts each in an amount not to exceed \$5,000,000 with a term of five years and creation of a prequalified pool for a term of two years.

DIRECTOR'S RECOMMENDATION: Approve the Attached Resolution No. 25-09

EXECUTIVE SUMMARY

Port staff is seeking the Port Commission's authorization to issue a Request for Qualifications ("RFQ") to solicit as-needed engineering services and related services. The objective of this process is to qualify a pool of consultant teams with expertise in a variety of professional disciplines, including but not limited to architectural, structural, civil, mechanical, and electrical engineering. These services are utilized on Port projects that require specialized expertise that does not exist within existing personnel resources or are required only on a short-term, intermittent basis. The nature of the Port's aging infrastructure and deferred maintenance, requirement to complete stimulus- and grant-funded projects by specific dates, and ramp-up of the waterfront resilience projects create a continuous adjusting and time-sensitive demand for engineering expertise. In addition, the proposed as-needed professional resources provide a means to augment staff capacity at times when existing Port and other city staff are unavailable to perform the work required due to other project demands. The City's Contract Monitoring Division ("CMD") has assigned a 20%

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Local Business Enterprise (“LBE”) subcontracting goal for the services procured under this proposed RFQ.

After the evaluation and scoring of qualified consultants, Port staff will take two actions: (1) Port staff will recommend awarding as-needed professional services contracts to the four highest-ranked consultant teams, each with a five-year term for a not-to-exceed value of \$5 million with contracts that will function as master agreements under which the Port will issue Contract Service Orders (“CSOs”) for specific projects and work scopes as needs arise; and (2) Port staff will rank all qualified firms for a prequalified pool for a period of two years and contracts issued out of the prequalified pool will have a duration of no longer than two years. Port staff will follow solicitation requirements for award of contracts to prequalified pool consultants, including seeking Port Commission approval.

Strategic Objective

This proposed RFQ authorization will support the goals of the Port’s Strategic Plan as follows:

Economic Recovery:

Will support the Port’s goal of economic recovery by performing engineering design for improvements and maintenance along the entire waterfront to provide opportunities for new and existing tenants and economic growth.

Evolution:

Will support the Port’s goal of evolution by performing engineering design for improvements and maintenance of the Port’s property to create vibrant new neighborhoods for residents, retail, commercial, and employees.

Equity:

Will support the Port’s goal of equity by increasing the proportion of funds spent by the Port with local businesses competing for Port contracts by engaging teams that support the diversity of the City.

Resiliency:

Will support the Port’s goal of resiliency by performing engineering designs that improve the Port’s resiliency to earthquakes and the impacts of climate change, including sea level rise.

BACKGROUND

In Fiscal Year 2022-23, the Port entered into four (4) master agreements for as-needed engineering and related services pursuant to Port Commission approvals. The four master agreements included a maximum dollar value of \$4,000,000 each. All four master agreements had a term of five years.

Some of the key projects included Substructure Rapid Structural Assessments, Hyde Street and South Beach Harbor Repairs, Pier 80 Fendering and Subsidence projects, Crane Cove Park Playgrounds and Dog Park, Pier 90 Grain Silo Demolition, Pier 9 and 33 Roofs, Pier

45 and 47 substructure repairs, and construction management of multiple projects. These contracts also supported the Waterfront Resilience Program Army Corps Flood Study and Wharf J9 Early Float.

The four prime contractors under the existing contracts are Arcadis/Lotus Water Joint Venture, COWI/TECA Joint Venture, GHD/Structus Joint Venture, Moffatt & Nichol OLMM Joint Venture. The Port has been actively working on projects through these as-needed master agreements. The existing contracts each have a capacity of \$4 million and as of today range from having 16% to 52% of the capacity remaining. The overall Local Business Enterprise (“LBE”) subcontracting performance is currently 31%, which exceeds the City’s Contract Monitoring Division (“CMD”) requirement from the time of bid of 20%. Every contract is a joint venture (“JV”) between a non-LBE and LBE prime, so the total amount of work given to LBE firms is higher than the 31% noted above. Please see Table 1 below.

Table 1: Current Engineering As-Needed Contract Status

Team	M&N- Structus(LBE) JV	COWI-TECI (LBE) JV	Arcadis- Lotus Water (LBE) JV	GHD- Structus (LBE) JV	Combined All Contracts
Total Contract Value	\$4,000,000	\$4,000,000	\$4,000,000	\$4,000,000	\$16,000,000
Total Value Encumbered	\$2,706,541	\$3,347,485	\$1,908,684	\$2,164,080	\$10,126,790
Contract Capacity Remaining	\$1,293,459	\$652,515	\$2,091,316	\$1,835,920	\$5,873,210
Contract Capacity Remaining	32%	16%	52%	46%	37%
Total LBE Subconsultant Encumbered	21%	40%	23%	39%	31%

In addition to awarding four master contracts, all qualified proposers were placed in a pre-qualified pool. The Port awarded one additional contract to GHD/Structus Joint Venture from the pre-qualified pool for the initial study and pre-design services related to the Pier 50 earthquake improvement project for the Port’s Waterfront Resilience Program.

The seven prime contractors in the 2022-23 pre-qualified pool are Arcadis/Lotus Water Joint Venture, COWI/TECA Joint Venture, GHD/Structus Joint Venture, Moffatt & Nichol OLMM Joint Venture, Ryan Joyce Structural Design, Stantec/McGovern McDonald Joint Venture, Parsons/FMG Joint Venture. Each of the teams also includes several sub-consultants with a variety of professional disciplines.

Due to the significant number of projects the Port has been working on since Fiscal Year

2022-23, the current contract capacity is projected to be exhausted by the end of December 2025, accordingly, Port staff recommends the formation of a new series of as-needed contracts be advertised and awarded prior to exhaustion of funds for the existing series of as needed contracts.

PROJECT SCOPE

The exact scope of work for consultant assistance during the next four to five years is not fully known, but based on projects underway, Port staff anticipates that support will be needed in the categories of work shown in Table 2 below.

Table 2: Categories of Work

PRIMARY CATEGORIES OF WORK	
Structural Engineering	Construction Management
Marine Structures Engineering <i>Including design and analysis of piers and wharves, including seismic retrofit, vertical load capacity evaluation, repair/upgrade design, and structural assessment</i>	Special Inspections and Testing
Coastal Engineering: <i>including shoreline protection, sediment transport, evaluation of sea level rise and resilience design</i>	Architecture and Building Envelope
Geotechnical Engineering: <i>including deep foundations, nearshore and offshore projects, and seismic and soil-structure interaction studies</i>	Historic Preservation
Civil Engineering: <i>including traffic engineering, and street, sewer, and hydrology/stormwater design per City of San Francisco standards, and Caltrans Standards</i>	ADA Design and Inspections
Mechanical Engineering & Plumbing: <i>Including plumbing design for potable water, sanitary sewer system, irrigation system, fire sprinkler system, gas distribution system, HVAC systems, and sewer and water systems under marine structures.</i>	Inspection and assessment of existing infrastructure (Structural, Architectural, Utilities)
Electrical Engineering: <i>Including medium and low voltage power system design</i>	Cost Estimating
Fire Protection Engineering	Constructability Reviews including Value Engineering and Peer Review
Naval Architecture: <i>Including analysis and design mooring</i>	Specification Writing

<i>and berthing systems and floating structure facilities.</i>	
Surveying: <i>Including aerial and bathymetric techniques, and underground utility location.</i>	Built Environment Sustainability Consulting <i>Including Envision, LEED, local Green Building, Solar, Energy, and Utility requirements, and specification writing/review.</i>
SECONDARY CATEGORIES OF WORK	
Environmental: <i>Including hazardous materials testing, sampling evaluation and monitoring; specification writing; CEQA, and NEPA)</i>	Data Management, Library Sciences, Enterprise Asset Management System Development
Project Management	Signage Design and Reproduction <i>Including graphic design, interpretive and wayfinding signage</i>
Demolition Engineering	Building Code Development
Corrosion Engineering	Cruise Terminal Operations
Railroad Engineering Consulting	Utilities Piping and Metering
Marina Design	Shoreside Power Design
Crane Inspection, Testing, and Certification Services	Building Occupancy Resumption Program - inspections
Grant Application Support	Building/Encroachment Permit Plan Checking Review <i>Including Architectural, ADA, Civil, Structural, Mechanical, Plumbing, and Electrical</i>
Dry Dock Inspection and Design	Marine Biology
Landscape Architecture Including horticulturist and playground design.	Arborist
TERTIARY CATEGORIES OF WORK	
Archeology	Elevator/Escalator Consulting
Life-Cycle Cost Analysis	Computer Drafting and modeling
Forensic Investigation	Transportation and Traffic Engineering
Construction Litigation Support	Community Relations
Economic Studies	Lighting Design including photometric analysis

SELECTION PROCESS

Port staff proposes an RFQ to procure the requested services through a fair and competitive process. Port staff and a CMD representative will convene a diverse panel with subject matter experts in the required fields. Port staff expect the evaluation process to take the following steps to review and rank responses to the RFQ.

Evaluation criteria will be based on a combination of technical experience, qualifications, personnel experience and availability, and breadth of services provided by the proposing team.

Contracts will be awarded to the highest-ranked responsive and responsible consultant firms.

All Proposers meeting minimum qualifications and found responsive and responsible will be recommended for contracts to be awarded for a period of five years for a not-to-exceed value of \$5 million for each contract. In addition, Port staff will issue notification to all qualified firms for a pre-qualified pool. This pre-qualified pool will be created for a period of two years and contracts issued out of the pre-qualified pool will have a duration of no longer than two years. Future contracts will follow the existing award guidelines and must be competitively solicited to members of the pool.

LOCAL BUSINESS ENTERPRISE

It is the goal of the Port to maximize participation of Local Business Enterprises in its contracting opportunities. Potential roles for LBEs in this contract include civil engineering, structural engineering, construction management, and surveying services.

The City's Administrative Code Chapter 14B – the Local Business Enterprise and Non-Discrimination in Contracting Ordinance – establishes discounts for LBE prime consultants and empowers CMD to set a project-specific goal for LBE subcontractor participation.

For this proposed technical services contract, the ordinance establishes rating discounts for LBE prime consultants and joint ventures as follows:

- Five percent (5%) to a Joint Venture with Small and/or Micro-LBE prime contractor participation that equals or exceeds thirty-five percent (35%) but is under forty percent (40%);
- Seven and one-half percent (7.5%) to a Joint Venture with Small and/or Micro-LBE prime contractor participation that equals or exceeds forty percent (40%); and
- Ten percent (10%) to Joint Venture exclusively among Small and/or Micro-LBE prime contractors.

CMD set the LBE subcontracting participation goal for the as-needed contracts at 20%. The selected prime contractors will be obligated to subcontract a minimum of 20% of the total contract value to certified LBE firms.

Port staff will work with CMD to support the inclusion of LBE subcontractors on contracts and programs throughout the life of the awarded contracts.

OUTREACH EFFORTS

Subject to Port Commission authorization, Port staff will advertise the RFQ opportunity on the Port and the City-wide Supplier Portal. Staff will outreach directly to LBE-certified firms to provide the engineering services set forth in Table 1 above, including architectural services, civil engineering, electrical engineering, structural engineering, construction management, and surveying services. The Port will advertise this RFQ to interested parties identified through industry market research and include regional chambers of commerce and other trade organizations developed under the Port's Racial Equity Action Plan Action Item 8.1.1.¹

The Port will host at least one pre-submittal conference to review the RFQ and answer questions.

SCHEDULE

<u>Activity</u>	<u>Target Date</u>
Port Commission Request Authorization to Advertise	February 25, 2025
Commence RFQ Advertisement	March 2025
Submission Due Date	April 2025
Port Commission Request Authorization to Award Contracts	August 2025
New Contracts Commence	September 2025

FUNDING

The funding for each contract service order within each contract will vary depending on the project but is expected to be similar to the breakdown of funding sources on the existing as-needed contract. As of January 2025, the existing contract service orders are funded by the following sources:

- Port Funds: \$4,750,000
- Stimulus Funds: \$3,050,000
- Waterfront Resilience Program Funds: \$1,400,000
- Grant Funds: \$720,000
- Developer or Bond Funds: \$270,000

¹ Racial Equity Action Plan Item 8.1.1. is to advertise all contracting events to racially diverse businesses, LBE, DBE, and non-certified minority-owned businesses.

SUMMARY

Port staff recommends that the Port Commission approve the attached resolution authorizing staff to advertise a Request for Qualifications soliciting as-needed engineering and related professional services as described above.

Prepared by: Alysabeth Alexander-Tut
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and

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For: Meghan Wallace
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and

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**PORT COMMISSION
CITY AND COUNTY OF SAN FRANCISCO**

RESOLUTION NO. 25-09

- WHEREAS, On December 13, 2022, the Port Commission adopted Resolution 22-68 authorizing award for “As-Needed Engineering and Related Professional Services” to selected consultants to provide comprehensive engineering and related professional services (site engineering, mechanical, electrical, architectural, landscape, civil, structural, transportation, geotechnical and design-related environmental engineering) to support the Port in its on-going efforts to effectively and economically develop, utilize and maintain its varied infrastructure and facility assets; and
- WHEREAS, The Port’s current pool of as-needed Engineering and Related Professional Services contracts executive pursuant to the RFQ have provided a timely and cost-effective vehicle for provision of professional services, and the contracts are expected to be exhausted by end of this calendar year; and
- WHEREAS, Port staff seeks Port Commission authorization to issue a Request of Qualifications (“RFQ”) for As-Needed Engineering and Related Professional Services; and
- WHEREAS, Port staff will incorporate a 20% subcontracting goal for participation of Local Business Enterprises in the RFQ; now, therefore be it
- RESOLVED, That the San Francisco Port Commission hereby authorizes Port staff to advertise a Request for Qualification for As-Needed Engineering and Related Professional Services Contracts as described in the staff report accompanying this Resolution; and be it further
- RESOLVED, That the San Francisco Port Commission hereby authorizes Port staff to advertise a pre-qualified pool of all qualified firms from the RFQ, which will exist for a maximum duration of two years.

I hereby certify that the foregoing resolution was adopted by the Port Commission at its meeting of February 25, 2025.

Secretary