

PRE-SUBMITTAL CONFERENCE: AS NEEDED ENVIRONMENT SERVICES RFQ



Port of San Francisco, Pier 1

April 4, 2017



Agenda

- Introductions
- Background
- Scope of Work
- Proposal Submission Requirements
- Selection Process
- CMD Requirements
- Communications
- Networking

As Needed Environmental Services: Introductions

- Shannon Alford, Maritime Environmental Affairs Manager
- Richard Berman, Utility Specialist
- Boris Delepine, Contract Administrator
- Finbarr Jewell, Contract Monitoring Division Compliance Officer
- Patricia San Agustin, Procurement

www.sfport.com/needed-environmental-and-related-services-rfq

As Needed Environmental Services: Introduction

- Three contracts each with a not-to-exceed amount of \$1M
- Four year team with option to renew for one year
- 22% LBE subcontracting requirement
- Responses due April 28, 2017 at noon
- Questions/answer procedures

As Needed Environmental Services: Background

- 2013-16 – Three contracts with a combined value of \$1M
- Incumbent firms: Baseline Environmental Consulting, SCA Environmental, Weiss Associates.

Type of Work	%
Environmental permitting and compliance monitoring (including biological services) of Port construction projects:	45%
Stormwater planning, monitoring and environmental compliance:	20%
Hazardous building materials surveys and related services:	20%
Site characterization, remedial action planning and risk management:	10%
Water treatment, water quality monitoring	5%

As Needed Environmental Services: Scope

Major Categories of Work

1. Environmental Engineering
2. Site Investigation
3. Site Remediation Planning and Design
4. Construction and Remediation Site Environmental Inspection
5. Environmental Planning and Permitting
6. Dredging Program Support (sediment characterization, permitting, inspection)
7. Storm Water Management
8. Industrial Hygiene Services
9. Climate Change Planning

Minor Categories of Work

1. Environmental Information Management Systems and Database Development
2. Biological Surveys and Monitoring
3. Environmental Risk Assessment and Risk Management
4. Hazardous Materials and Solid Waste Management

As Needed Environmental Services: Proposal Requirements

Time and Place of Submission

- Proposals can be delivered in person here at Pier 1 or mailed to:
 - Boris Delepine
 - Port of San Francisco
 - Pier 1, Embarcadero
 - San Francisco, CA 94111
- Responses must be received by 12:00 PM on Monday April 28, 2017

Proposal Package

- Seven (7) copies of the Attachment V (Proposal Template)
- Two (2) copies of CMD forms in a sealed envelope
- Electronic proposal on flash drive or CD-ROM

As Needed Environmental Services: Communications

- All inquiries related to RFQ must be directed to:

boris.delepine@sfport.com

- Questions and Answers will posted:
 - www.sfport.com/needed-environmental-and-related-services-rfq
- Questions are due by close of business on Friday, April 7, 2017
- Change notices

As Needed Environmental Services: Minimum Qualifications

Experience

- The Respondent's Project Managers possess at least seven years' verifiable experience in environmental and related professional services
- Experience delivering services in at least four major categories as those described in this RFQ Table 2 to at least two port, municipality or government clients within the past seven years
- Program Manager provided comparable services to at least one of the Respondent's prior projects described above
- Team as a whole includes a:
 1. Qualified Stormwater Pollution Prevention Plan (SWPPP) Practitioner (QSP) and Qualified SWPPP Developer (QSD) as defined by the State Water Resources Control Board Stormwater Construction General Permit
 2. Certified (American Board of Industrial Hygiene) Industrial Hygienist (CIH),
 3. California (Cal OSHA) Certified Asbestos Consultant,
 4. California (Cal OSHA) Certified Lead Professional,
 5. California Registered Geologist, California Registered Hydrogeologist.

As Needed Environmental Services: Contents of Submittal

Proposal Section	Points
Prime and Team Experience	20
Consulting Team Qualifications	50
Technical Approach	30

Proposers scoring 75 points or above will be invited to oral interviews

As Needed Environmental Services: Selection Process

- Minimum Qualifications
- CMD Requirements
- Written Proposal Evaluation (100 Points)
- Proposers scoring 75 points or above will be invited to oral interviews
- Oral Interviews (100 points)

Written Proposal Score + Oral Interview Score = Final Score

- Reference Checks
- Port Commission Award
- Contract Negotiations

As Needed Environmental Services: Schedule

Activity	Target Date
Deadline of RFP Questions	April 7, 2017 (5PM)
Deadline of RFP Answers	April 10, 2017
Deadline for RFP Proposals	April 28, 2017 (12PM)
Oral Interviews	Week of May 8th

Check www.sfport.com/needed-environmental-and-related-services-rfq for updates. All dates are subject to change.

As Needed Environmental Services: CMD Requirements

- LBE Subcontracting Requirement – 22% (CMD Attachment 2)
- Rating Bonus
- Good Faith Outreach Requirements
- 12B Equal Benefits Compliance
- LBE Certification

Finbarr Jewell, 415-274-0511, finbarr.jewell@sfgov.org

As Needed Environmental Services: Responsive Example

CITY AND COUNTY OF SAN FRANCISCO
CONTRACT MONITORING DIVISION



CHAPTER 14B
CMD ATTACHMENT 2

Architecture, Engineering, and Professional Services

FORM 2A: CMD CONTRACT PARTICIPATION FORM

Section 1: This form must be submitted with the proposal or the proposal may be deemed non-responsive and rejected. Prime Proposer, each Joint Venture Partner, Subconsultants, Vendors, and lower sub tiers must be listed on this form. Only CMD certified Small and/or Micro-LBEs can be used to meet the LBE subconsultant participation requirement unless the RFP allows for SBA-LBE subconsultants to count towards the LBE participation requirement. A Small and/or Micro-LBE Prime proposer/JV with LBE participation must meet the LBE subconsultant requirement. A Small and/or Micro-LBE Prime proposer/JV with LBE participation may not count its participation towards meeting the LBE subconsultant participation requirement. Be sure to check box for Rating Bonus. If more space is needed, attach additional copies of this form. This form is also completed and submitted for all contract modifications which exceed the original contract amount by more than 20%.

Contract:	Mission Bay Ferry Landing Architectural and Engineering Consulting Services, RFP	RATING BONUS	
Firm:	A&J Consulting Engineering Services.	<input type="checkbox"/> LBE 10%	<input type="checkbox"/> Joint Venture 7.5%
Contact Person:	Mr. A Smith	<input type="checkbox"/> Joint Venture 5%	<input type="checkbox"/> Joint Venture 10% (LBEs ONLY)
Address:	164 Brighton Ave. Brooklyn	<input checked="" type="checkbox"/> No Rating Bonus Requested	
City/ZIP:	New York, 07012	LBE Requirement <input type="text" value="20"/> %	
Phone:	1-977-777-1442		

*Type: Identify if prime (P), JV partner (J), Subconsultant (S), or Vendor (V)

TYPE *	Firm	PORTION OF WORK (describe scope(s) of work)	% OF WORK	INDICATE LBE YES/NO	If an LBE, Identify MBE, WBE, or OBE **	% OF LBE SUBWORK (CARRY-OVER FROM % OF WORK COLUMN)
P	Bertin Engineering Associates	Structural Engineering / Project Management	65 %	No		%
J	Fastech Consultaing	Environmental Consultant	10 %	Yes	MBE	10 %
J	AI Engineers	Civil Engineering Consultant	15 %	Yes	WBE	15 %
J	AB Consulting	Geo-Technical Consultant	10 %	No		%
			Total % of Work: 100%	Total LBE Subconsulting%		25 %

I declare, under penalty of perjury under the laws of the State of California, that I am utilizing the above Consultants for the portions of work and amounts as reflected in the Proposal for this Contract.

Owner/Authorized Representative (Signature): _____ Date: _____

Print Name and Title: **Mr. Bertin, VP**

** MBE = Minority Business Enterprise, WBE = Women Business Enterprise, OBE = Other Business Enterprise. See CMD website: <http://sf.gov/cmd> for each firm's status.

Correct:

TYPE *	Firm	PORTION OF WORK (describe scope(s) of work)	% OF WORK	INDICATE LBE YES/NO	If an LBE, Identify MBE, WBE, or OBE **	% OF LBE SUBWORK (CARRY-OVER FROM % OF WORK COLUMN)
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J	AI Engineers	Civil Engineering Consultant	15 %	Yes	WBE	15 %
J	AB Consulting	Geo-Technical Consultant	10 %	No		%
			Total % of Work: 100%	Total LBE Subconsulting%		25 %

Incorrect:

TYPE *	Firm	PORTION OF WORK (describe scope(s) of work)	% OF WORK	INDICATE LBE YES/NO	If an LBE, Identify MBE, WBE, or OBE **	% OF LBE SUBWORK (CARRY-OVER FROM % OF WORK COLUMN)
P	RSD Engineering P.C.	Engineering Consultant / Project Management	50 %	Yes	OBE	50 %
J	R.A. German Architect, PC	Archite X	TBD %	Yes	MBE	TBD %
J	Project Management Technologies, Inc.	Cost Estimating	TBD %	Yes	MBE	TBD %
J	Precision Engineering and Surveying, INC.	Surveying	TBD %	YES	WBE	TBD %
			Total % of Work: 100%	Total LBE Subconsulting%		TBD %

As Needed Environmental Services: Schedule

- Deadline for RFQ Questions – April 7, 2017
- Answer to RFQ Questions – April 10, 2017

RFQ responses are due on April 28, 2017 at noon.

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for updates