



CONTRACT MONITORING DIVISION OFFICE OF THE CITY ADMINISTRATOR



London N. Breed, Mayor
Carmen Chu, City Administrator

Stephanie Tang, Director

MEMORANDUM

Date: March 14, 2023
To: Alysabeth Alexander-Tut, Contracts Procurement Manager
From: Melinda Kanios, Contract Monitoring Division
Subject: Sourcing Event: 0000007884 Marsh Revegetation and Transitional Age Work Training Program - CMD Review

The Contract Monitoring Division (“CMD”) has reviewed the proposal received for the above referenced project. The proposal is responsive to pre-award, Chapter14B requirements. Below is a summary of CMD’s review.

Rating Bonus

Literacy For Environmental Justice is entitled to a 10% rating bonus.

Score Sheets and Score Tabulations

CMD reviewed all score sheets submitted by the technical panelists, and score tabulations submitted by the Port. The final ranking is as follows:

Firm	Rank
Literacy for Environmental Justice	1

The Request for Proposals indicates that the highest ranked proposer will be eligible for contract award and the Port has confirmed that the highest ranked proposer will be selected. Literacy for Environmental Justice has achieved a passing and the highest score.

LBE Subconsulting Participation

A LBE subconsulting participation requirement is waived for this project.

Based on the foregoing, CMD has determined that Literacy for Environmental Justice has met CMD’s requirements for the award of Marsh Revegetation and Transitional Age Work Training Program.

Should you have any questions, please contact me at Melinda.Kanios@sfgov.org.

¹ The Port of San Francisco has specifically requested that CMD include in the Award Memo the specific ethnicity of each LBE proposer and the subcontractors of the apparent low-bid, where available. CMD does not require businesses to self-identify the ethnicity of the business owner but any business may choose to do so. CMD reiterates to the Port and any other agency that ethnicity information in no way factor into the evaluation or award of this or any other contract. CMD recommends against the publication or announcement of the ethnicity information provided below, including but not limited to Commission meetings.

- Literacy For Environmental Justice: OBE