



MEMORANDUM

August 4, 2023

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

FROM: Elaine Forbes 
Executive Director

SUBJECT: Request authorization to award contract to GHD/Structus JV for Consultant Services for the Proposed Pier 50 Earthquake Improvement Project, Initial Study and Pre-design Services, in an amount not to exceed \$2,700,000.

DIRECTOR'S RECOMMENDATION: Approve the Attached Resolution No. 23-40

EXECUTIVE SUMMARY

Following the informational presentation to Port Commission on April 11, 2023, Port staff issued a Request for Proposals (RFP) for Consultant Services for the Proposed Pier 50 Earthquake Improvement Project, Initial Study, and Pre-design Services. The RFP was issued only to the seven members of the prequalified pool of firms established in a 2022 Request for Qualifications (RFQ) for As-Needed Engineering and Related Professional Services. Four firms submitted responses to the RFP. A selection panel evaluated and scored the written proposals, and CMD monitored the selection process.

Port staff now seeks Port Commission authorization to award the contract to the highest-scoring firm: GHD/Structus JV. Staff recommends the award of a contract in an amount not to exceed \$2,700,000.

STRATEGIC OBJECTIVE

This Pier 50 project was specifically noted in the Port's 2021-2025 Strategic Plan under the goals of Economic Recovery, Economic Growth, and Resilience. The proposed project will support these goals in the following ways:

Economic Recovery:

By completing the planning and pre-design phases and preparing the project to effectively compete for additional grant funding;

Economic Growth:

By utilizing stimulus funding to progress capital projects and provide opportunities for LBE contractors;

Resilience:

By strengthening Pier 50 to increase the safety of the occupants and to improve the functionality of the facility after an earthquake to rapidly conduct critical repairs to support response and recovery.

PURPOSE OF THE CONTRACT

The purpose of the contract is to perform engineering services for the earthquake hazard risk assessment and pre-design of priority retrofit projects at Pier 50.

BACKGROUND

One of the Waterfront Resilience Program's (WRP) main goals is to improve seismic safety and disaster response and recovery capabilities. Pier 50 has been identified as a critical piece of Port infrastructure to support earthquake disaster response. The pier was built prior to modern seismic standards, is mostly original, and is at risk of earthquake damage from ground shaking, liquefaction, and lateral spreading. Since the Port Maintenance Division is housed here in Shed D and would be tasked immediately after an earthquake to make key repairs to the waterfront, their ability to access the facility and equipment is crucial to overall City disaster response.

The RFP for the Pier 50 Earthquake Improvement Project was issued to include the first phases of eventual seismic retrofit at this site. The anticipated proposed scope includes a complete seismic risk assessment of the site and the development of overall retrofit strategies across the facility. It will then advance through the pre-design phase for selected priority retrofit projects to set a baseline scope, budget, and schedule for each. Detailed design for the retrofit projects will be subject to future funding and contracts.

The 2022 as-needed contract solicitation included the establishment of a prequalified pool of seven consultants from which the Port could solicit future contracts (Port Commission Resolution 22-68, December 13, 2022). The RFP for the Pier 50 Earthquake Improvement Project solicited proposals from this prequalified pool. All members of the pool were considered qualified to propose on this RFP.

SCOPE OF WORK

A summary of the anticipated scope of work for this contract, as described in the RFP and in the proposal, is listed below. The selected consultant will work in collaboration with the WRP Program Manager and will perform work in accordance with the established WRP standards for documentation, decision-making, and scope.

1. Facility Evaluation and Initial Scoping

Task 1.00: Management and Coordination of Services – Phase 1

Task 1.00.01: Coordinate with Program Manager and ensure consistency across Program. Establish and implement quality control and quality assurance procedures for all deliverables. Prepare materials and incorporate preliminary feedback from WRP Engineering Peer Review Panel (EPRP).

Task 1.01: Data Collection and Risk Assessment (Full Facility)

Task 1.01.01 – Existing Conditions Investigations & Documentation: Perform data collection using existing documentation, site visits, and surveys. Complete condition assessment report. Scope and perform geotechnical investigations.

Task 1.01.02 – Earthquake Risk Assessment: Document critical uses and utilities and evaluate access after a disaster. Complete geotechnical hazard report. Document current and future flood risks to the facility. Perform soil and structural analysis to the extent required to assess seismic risk of individual structures and of the facility holistically. Identify locations where retrofits and/or critical repairs may be required.

Deliverables: Geotechnical Draft and Final Report, Full Facility Condition Assessment Draft and Final Report, Full Facility Earthquake Risk Assessment Draft and Final Report

Task 1.02: Needs Assessment Report (Full Facility)

Task 1.02.01 – Project Definition and Organization: Perform stakeholder engagement and identify problems, opportunities, problems, and constraints. Coordinate with sea level rise adaptation strategies of the WRP. Based on the results of Task 1.01, define discrete retrofit and repair projects for all structures where work may be required.

Task 1.02.02 – Earthquake Improvement Strategies: Develop sketches and narratives of reasonable retrofit and repair measures that could be implemented at the site.

Task 1.02.03 – Development of Alternatives: For each project, use the measures developed in Task 1.02.02 to develop alternatives for seismic hazard remediation. Complete cost and schedule estimates for each.

Task 1.02.04 – Project Prioritization: Summarize and establish a hierarchy of projects with a prioritization based on their current risk, benefit, and cost. In accordance with WRP procedures, complete Multiple Objective Decision Analysis (MODA) to select projects as the highest priority to move forward.

Deliverables: Full Facility Needs Assessment Draft and Final Report

2. Project Predesign

Task 2.00: Management and Coordination of Services – Phase 2

Task 2.00.01: Coordinate with Program Manager and ensure consistency across Program. Establish and implement quality control and quality assurance procedures for all deliverables. Prepare materials and incorporate preliminary feedback from EPRP.

Task 2.01: Alternatives Analysis Report (1 – 2 projects anticipated)

Task 2.01.01 – Alternatives Advancement: Complete advanced analysis of alternatives. Document pricing package of alternatives to an approximate level of 5% design. Complete cost and schedule estimates of alternatives. Establish evaluation criteria.

Task 2.01.02 – Additional Investigations: As required, perform additional geotechnical and structural testing to inform alternative selection.

Task 2.01.03 – Alternative Selection: Continue stakeholder engagement to refine project objectives and constraints. Complete MODA to select alternatives to progress in design.

Deliverables: Alternatives Analysis Draft and Final Report for each project

Task 2.02: Conceptual Engineering Report (1 – 2 projects anticipated)

Task 2.02.01 – Development of Basis of Design. Establish full project design criteria.

Task 2.02.02 – Additional Analysis and Design. Advance design using additional analysis and/or investigations and document to an approximate level of 10% design. Update cost and schedule estimates.

Task 2.02.03 – Preparation for Detailed Design. Select method of project delivery. Establish baseline budget and schedule.

Deliverables: Conceptual Design Draft and Final Report for each project

CONTRACT ADVERTISEMENT AND OUTREACH

On April 28, 2023, the Port published the RFP for Consultant Services for the Proposed Pier 50 Earthquake Improvement Project, Event ID 0000008247. The outreach list for this opportunity was limited to the seven teams in the prequalified pool, and emails were sent directly to the Primary Contacts provided in the teams' original response to the RFQ. The Port held a pre-proposal meeting on May 8, 2023, with 21 participants, including representatives from six of the seven prequalified pool lead firms. On the same day, the Port hosted a site visit to Pier 50 and Shed D, which was attended by 10 participants. The Port responded to 33 total questions, from two rounds of submitted questions. In response to these questions, the Port issued addenda on May 16 and May 25, 2023. Based on the timing of the Port addenda, the proposal due date was ultimately extended to May 30, 2023.

LOCAL BUSINESS ENTERPRISE AND FIRST SOURCE HIRING PROGRAM

The City's Administrative Code Chapter 14B – the Local Business Enterprise (LBE) and Non-Discrimination in Contracting Ordinance – establishes rating bonuses for LBE firms and LBE joint venture partnerships and empowers CMD to set a project-specific goal for LBE subcontractor participation. The LBE benefits apply in whole to this contract. The LBE sub-consulting requirement for contracts resulting from the prequalified pool, including this contract, is 20%. LBE Primes and JV Partners received a rating bonus at all phases of the grading process. CMD attended the pre-proposal meeting to review LBE requirements for this contract with the proposers.

The First Source Hiring Program (FSHP) applies to all Professional Service Contracts in excess of \$50,000 including, but not limited to, As-Needed Services, Architectural, Engineering, Construction Management, and Design Services. Generally, this ordinance requires contractors to notify the First Source Hiring Program of available entry-level jobs and provide the Workforce Development System with the first opportunity to refer qualified individuals for employment. OEWD attended the pre-proposal meeting and presented the requirements of the FSHP to the proposers.

SELECTION PROCESS

The Port received four responses to the RFP. The following consultant teams responded:

1. COWI/TECI JV, a joint venture partnership between COWI North America, Inc (Non-LBE) and Telamon Engineering Consultants, Inc (LBE-XBE)
2. GHD/Structus JV, a joint venture partnership between GHD and Structus (LBE-MBE)

3. Moffatt & Nichol OLMM JV, a joint venture between Moffatt & Nichol (Non-LBE) and OLMM Consulting Engineers (LBE-XBE)
4. Ryan Joyce Structural Design (LBE-WBE)

The response by GHD/Structus JV was initially deemed to be non-responsive due to an apparent failure to upload its proposal into the City Supplier Portal. On May 31, 2023, the Port issued a non-responsive letter to GHD/Structus JV. On the same day, GHD/Structus JV submitted an appeal of the non-responsive letter. That appeal included a confirmation receipt from the City’s Supplier Portal and an electronic copy of the proposal. In working with the City’s Supplier Portal team, the Port could not definitively determine that the proposal had failed to upload into the system. Based on this particular circumstance, and because the metadata of the documents provided with the appeal showed the proposal had not been modified after their submission deadline, the Port exercised its discretion and rescinded the non-responsive letter.

Selection Panel

The Port convened a four-member evaluation panel. The panel met on June 2, 2023, for orientation, and on June 26, 2023, to confer and submit scores for the written proposals. The four members of the panel included three individuals with engineering licenses and all panel members had experience with public sector public works projects. Two individuals were from the Port, one was from San Francisco Public Works, and one was from San Francisco Public Utilities Commission. The Port’s CMD Contract Compliance Officer approved the panel composition and attended all selection panel meetings.

Evaluation Criteria

The evaluation criteria used by the panel was listed in the RFP. The content considered in the evaluation included both the response to the RFP and selected sections of the original RFQ. The selection panel evaluated and scored the written proposals based on the following criteria:

Understanding and Approach to Work	40 points
Staffing Plan: Organization, Experience, and Quality	30 points
Firm Experience and Capability as Related to the Scope of Work in this RFP	30 points
Total	100 points

Scoring

The City Administrative Code Chapter 14B, the LBE, and Non-Discrimination in Contracting Ordinance, establishes rating bonuses for LBE firms and LBE joint venture partnerships. The complete rankings of firms are shown in Table 1.

Table 1: Scoring of Responses

Proposer	LBE Rating Bonus Applied	Final Written Proposal Score	Final Rank	Ethnicity¹
GHD Structus JV	7.5%	88.956	1	Leading JV: No information Non-Leading JV: Asian American
Moffatt & Nichol OLMM JV	7.5%	87.344	2	Leading JV: No information Non-Leading JV: Asian American
COWI-TECI JV	7.5%	87.075	3	Leading JV: No information Non-Leading JV: Asian American
Ryan Joyce Structural Design	10%	83.325	4	No information

Notice of Intent to Award Contract

Following the review of the panel's final scores by CMD, a Notice of Intent to Award Contract was sent to the four proposers on July 19, 2023, informing the proposers of the final scores and the Port's intent to award the contract to GHD/Structus JV, the highest scoring firm. A copy of this notice is enclosed as Attachment B. The Notice explained the Port staff's decision to rescind the non-responsive letter to GHD/Structus JV. The notice also informed proposers of their right to protest this decision. The protest period expired on July 24, 2023, and no protest has been received.

SELECTED CONSULTANT FOR CONTRACT

Port staff recommends awarding the Pier 50 Earthquake Improvement Project contract to the highest-ranking proposal:

GHD/Structus Joint Venture

GHD and Structus (LBE-MBE) have worked together for decades. GHD has multi-discipline engineering practice including a marine structural practice. Structus specializes in structural assessment and retrofit strategies. The Joint Venture partners' clients have included the Port of San Francisco and projects such as the Brannan Street Wharf and the San Francisco Fire Department's Fireboat Station 35 at Pier 22 ½.

CMD has reviewed the proposal and confirmed that GHD/Structus JV is responsive and eligible for the award of this solicitation. The CMD award memo is included as Attachment A.

¹ This information is for informational and data collection purposes only and may not be considered by the Port Commission when considering the approval or disapproval of any contract award. See Attachment 1, CMD Award memo.

SCHEDULE (Subject to Change)

The planned contracting schedule is shown below:

<u>Activity</u>	<u>Target Date</u>
Port Commission Request to Award Contract	August 2023
Contract Execution	September 2023
Contract Completion	September 2025

FUNDING

This Pier 50 earthquake improvement project had funds allocated for risk assessment and pre-design in FY2022-23 in the five-year Capital Improvement Program, with funding sourced from the American Rescue Plan Act (ARPA) stimulus. This project does not use funds from the 2018 Embarcadero Seawall Earthquake Safety Bond.

RECOMMENDATION

Port staff recommends the Port Commission approve the attached resolution authorizing staff to award the contract for Consultant Services for the Proposed Pier 50 Earthquake Improvement Project, Initial Study, and Pre-design Services to the highest scoring proposer, GHD/Structus JV, in an amount not to exceed \$2,700,000 and to authorize the Executive Director to increase the contract amount by up to 10% and/or increase the contract length by one year through contract modification as necessary for unanticipated contingencies.

Prepared for and by: Steven Reel, Deputy Program Manager
Waterfront Resilience Program

Carlos Colón, Administrator
Waterfront Resilience Program

Chris Horiuchi, Project Manager
Waterfront Resilience Program

Alysabeth Alexander-Tut
Contracts and Procurement Manager
Finance and Administration Division

Attachment A: CMD Award Memo
Attachment B: Notice of Intent to Award Contract

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

RESOLUTION NO. 23-40

- WHEREAS, The Port issued a Request for Proposals (RFP) for Consultant Services for the Proposed Pier 50 Earthquake Improvement Project, Initial Study and Pre-design Services on April 28, 2023 and held a pre-proposal meeting and site visit at Pier 50 on May 8, 2023;
- WHEREAS, the RFP was advertised to the prequalified pool of consultants established by Port Commission Resolution 22-68 on December 13, 2022, and only teams in this prequalified pool were eligible to respond to the RFP;
- WHEREAS, the scope of work for this contract at Pier 50 includes a complete seismic risk assessment of the site, development of overall retrofit strategies across the facility and an advancement of selected priority retrofit projects through the pre-design phase;
- WHEREAS, Port staff received four bids before the deadline and an evaluation panel convened by the Port scored the written proposals;
- WHEREAS, the highest scoring team was GHD/Structus JV; now therefore be it
- RESOLVED, that the Port Commission hereby authorizes Port staff to award the contract for Consultant Services for the Proposed Pier 50 Earthquake Improvement Project, Initial Study and Pre-design Services to GHD/Structus JV in an amount not to exceed \$2,700,000 with a contract term of two (2) years; and
- RESOLVED, that the Port commission hereby authorizes the Executive Director to increase the Contract amount, as necessary for unanticipated contingencies, by an additional amount of \$270,000 (10% of \$2,700,000) through contract modification; and
- RESOLVED, that the Port commission hereby authorizes the Executive Director to increase the Contract term, as necessary for unanticipated contingencies, by an additional length of one year through contract modification; and
- RESOLVED, that the Port Commission authorizes Port staff to take further actions in connection with the award of this contract as necessary to achieve the purposes described in this Resolution.

ATTACHMENT A CMD Award Memo



CONTRACT MONITORING DIVISION OFFICE OF THE CITY ADMINISTRATOR



London N. Breed, Mayor
Carmen Chu, City Administrator

Stephanie Tang, Director

MEMORANDUM

Date: June 29, 2023
To: Carlos Colon, Waterfront Resilience Program Administrator, SF Port
From: Melinda Kanios, Contract Monitoring Division
Subject: 2022 As Needed Engineering and Related Professional Services Pool
0000007341: Pre-Award Memo for resulting RFP- Pier 50 Earthquake
Improvement Project, Initial Study and Pre-Design Services

The Contract Monitoring Division (CMD) has reviewed the consultant proposals and supporting documentation for the above referenced project. Four (4) firms submitted proposals and based on this review, CMD has determined that all four (4) proposals were materially compliant with the 14B pre-award requirements.

Rating Bonus

FIRM	LBE JV Partner	Status, Type, & Size	Rating Bonus
COWI	Telamon	SF LBE-WBE (Small)	7.5%
GHD	Structus	SF LBE-MBE (Small)	7.5%
Moffat & Nichol	OLMM	SF LBE-MBE (Micro)	7.5%
Ryan Joyce Structural Design	n/a	SF LBE-WBE (Micro)	10.0%

Score Sheets and Score Tabulations

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

Firm	Rank
GHD/Structus JV	1
Moffat & Nichol/OLMM JV	2
COWI/Telamon JV	3
Ryan Joyce Structural Design	4

The Request for Proposals indicates the highest ranked proposer will be selected to enter into contract negotiations. GHD/ Structus JV achieved the highest score.

LBE Subcontracting Participation

1155 Market Street, 4th Floor, San Francisco, CA 94103
Telephone (415) 581-2310 Fax (415) 581-2351

ATTACHMENT B Notice of Intent to Award Contract

From: Colon, Carlos (PRT)
Sent: Wednesday, July 19, 2023 5:06 PM
To: Chris Richards; Trowbridge, Matthew; Nicole Brackett; Maureen Joyce
Cc: Alexander Tut, Alysabeth (PRT); Horiuchi, Christopher (PRT)
Subject: Notice of Intent to Award Pier 50 Earthquake Improvement Project

NOTICE OF INTENT TO AWARD CONTRACT

Thank you for submitting a response to the Request for Proposals (RFP) for the Pier 50 Earthquake Improvement Project - Initial Study and Pre-design Services, Event ID 0000008247. The panel completed its evaluation of responsive firms. The final scores and ranking is below:

FIRM Name	Final Score	Ranking
GHD Structus JV	88.956	1
Moffatt & Nichol OLMM JV	87.344	2
COWI Telamon JV	87.075	3
Ryan Joyce Structural Design	83.325	4

The firm with the highest final score has been selected for award of this contract: GHD Structus JV.

The Port received four responses to this RFP. The response by GHD/Structus JV was initially deemed to be non-responsive due to an apparent failure to upload its proposal into the City Supplier Portal. On May 31, 2023, WRP issued a non-responsive letter to GHD/Structus JV. GHD Structus JV submitted an appeal of the non-responsive letter. That appeal included a confirmation receipt from the City's Supplier Portal and an electronic copy of the proposal. In working with the City's Supplier Portal team, the WRP team could not definitively determine that the proposal had failed to upload into the system. Based on this particular circumstance, and because the metadata of the documents provided with the appeal showed the proposal had not been modified after their submission deadline, the WRP team exercised its discretion and rescinded the non-responsive letter.

If you believe that the Port has incorrectly selected a proposer for contract award, you may submit a written notice of protest. The notice of protest must be submitted by the Port of San Francisco by 5PM on July 24, 2023 and must include a written statement specifying the grounds asserted for the protest. The protest must be signed by an individual authorized to represent the respondent, and must cite the law, rule, local ordinance, procedure or RFP provision on which the protest is based. In addition, the protestor must specify facts and evidence sufficient for the City to determine the validity of the protest.

Any questions related to the outcome of this RFP may be addressed to carlos.colon@sfport.com.

Thank you for your time and effort in responding to this opportunity!

Carlos Colón
Waterfront Resilience Program Administrator
Port of San Francisco
Ph: (415) 274-0616
Email: carlos.colon@sfport.com