



OFFICE OF THE CITY ADMINISTRATOR CONTRACT MONITORING DIVISION



Naomi M. Kelly, City Administrator

Romulus Asenloo, Director

MEMORANDUM

Date: January 10, 2018

To: Kevin Masuda, Port of San Francisco
Boris Delepine, Port of San Francisco

From: Finbarr Jewell, CMD

Subject: Goal Approval Memo
Technical Support Services RFP

The Contract Monitoring Division (CMD) has evaluated the Port's estimate for the subconsulting opportunities for the above-referenced project, and assessed LBE availability data. Based on this review, the LBE sub-consulting requirement for the project is 23%. Small and Micro-LBEs certified by CMD can be used to meet the subcontracting requirement.

The LBE subconsulting participation requirement for this contract is 23%. Small and Micro-LBEs certified by CMD can be used to meet this subcontracting requirement.

Also, the following availability information is to be listed in the RFP.

Pursuant to Sec. 14B.9 of the San Francisco Administrative Code, bidders are hereby advised that the availability of Minority Business Enterprise ("MBE"), Women Business Enterprise ("WBE"), and Other Business Enterprises ("OBE") to perform subconsulting work on this project is as follows: 9.1% MBE, 3.9% WBE, and 10.0% OBE.

Bidders are advised that they may not discriminate in the selection of subconsultants by race, gender, or other basis prohibited by law. The proposer shall undertake all required good faith outreach steps in such a manner as to ensure that neither MBEs nor WBEs nor OBEs are not unfairly or arbitrarily excluded from the necessary outreach.

Should you have any questions, please do not hesitate to contact me at 415 274 0511.