



ATTACHMENT B
OFFICE OF THE CITY ADMINISTRATOR
CONTRACT MONITORING DIVISION



Edwin M. Lee, Mayor
Naomi M. Kelly, City Administrator

Veronica Ng, Director

MEMORANDUM

Date: March 15, 2016
To: Wendy Proctor
From: Finbarr Jewell, CMD
Subject: Goal Approval Memo
Contract No. 2771, Port Modular Restroom Project

The Contract Monitoring Division (CMD) has reevaluated the Engineer's Estimate for the subcontractor opportunities for the above referenced project, as well as LBE availability data. Based upon this review, the LBE subcontractor goal for the project is now **21%**. Small and Micro-LBEs certified by CMD can be used to meet the subcontracting goal.

In addition, the following availability information should be conveyed in the bid specifications.

The LBE subcontracting participation goal for this contract is **21%**. Small and Micro-LBEs certified by CMD can be used to meet this subcontracting goal.

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 subcontracting work on this project is as follows: **6.6%** MBE, **4%** WBE, and **10.4%** OBE.

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

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