



San Francisco
Water
Power
Sewer

Services of the San Francisco Public Utilities Commission

**SAN FRANCISCO PUBLIC
UTILITIES COMMISSION**
INFRASTRUCTURE DIVISION

*Solicitation of Interest for
Grant-Funded Private
Property Flood Risk
Reduction
Construction/Engineering
Projects*

**NOVEMBER 2017
(REVISED FEBRUARY 2018)**

**CONTRACT ADMINISTRATION BUREAU
SAN FRANCISCO PUBLIC
UTILITIES COMMISSION
525 GOLDEN GATE AVENUE, 8TH FLOOR
SAN FRANCISCO, CALIFORNIA 94102**

SAN FRANCISCO PUBLIC UTILITIES COMMISSION

Solicitation of Interest

1. Introduction

The San Francisco Public Utilities Commission (“SFPUC”) is a department of the City and County of San Francisco (“City”) consisting of three enterprises: (1) the Water Enterprise that provides retail drinking water to San Francisco and wholesale water to three Bay Area counties, (2) the Power Enterprise which provides clean hydroelectric and renewable power to residential and commercial customers and municipal facilities, and (3) the Wastewater Enterprise, which is responsible for managing the collection, treatment, and disposal of San Francisco’s wastewater.

SFPUC’s combined collection system collects both sanitary sewage and stormwater runoff in the same set of pipes; the pipes are mostly empty in dry weather when only sanitary flows are present, and most of their capacity is dedicated to stormwater in the City’s design storm. However, in storms with more rainfall than the pipes can handle, floodwater can enter private properties in certain low-lying areas and cause damage.

The SFPUC Floodwater Management Grant Assistance Program (“Grant Program”) provides grants to San Francisco property owners to help them make flood risk reduction modifications to their own properties to minimize their risk of property damage due to rain-related flooding. See [Grant Program Example Concepts](#) for examples of the types of flood risk reduction modifications that are eligible for funding under the Grant Program. Property owners who are awarded grants under the Program directly hire their own contractors and/or engineers to perform the projects on their private properties. The SFPUC does not play any role in the hiring or contracting process for grant-funded projects. SFPUC merely provides financial reimbursement to property owners to off-set the costs of the projects. For more information on the Grant Program, please see <http://www.sfwater.org/floodwatergrant>.

SFPUC seeks to develop and publish a “SFPUC Floodwater Grant Contractor/Engineer Resources List” (“List”) consisting of a list of Contractors and Engineers (“Contractors/Engineers”) who have experience performing the types of flood-proofing projects that are funded by the Grant Program. The purpose of the List is to assist property owners who receive grants under the Grant Program in identifying appropriate contractors and obtaining bids for potential grant-funded projects on their private properties. Towards that end, the SFPUC is issuing this Solicitation of Interest (“SOI”) to invite interested Contractors/Engineers to submit information regarding their experience designing and/or constructing the type of flood risk reduction modifications that are eligible for funding under the Grant Program. Candidates responding to this SOI do so with the understanding that they are not guaranteed any contracts or work.

2. Requirements

In order to be added to the List, a Contractor/Engineer must (1) have a current, valid California contractor’s and/or professional engineer’s license and (2) fully complete the attached Questionnaire/Waiver.

Each Questionnaire must be signed under penalty of perjury in the manner designated at the end of the form, by an individual who has the legal authority to bind the Contractor/Engineer on whose behalf that person is signing. If any information provided by a Contractor/Engineer becomes inaccurate after submittal of the Questionnaire to SFPUC, the Contractor/Engineer must immediately notify SFPUC and provide updated accurate information in writing, under penalty of perjury. SFPUC will verify only the status of Contractor/Engineer's license. All other information provided on the Questionnaire will not be verified by SFPUC. SFPUC takes no responsibility for the accuracy of the information and/or the experience stated by any Contractor/Engineer on the Questionnaire.

Contractor/Engineer will remain on the List for two (2) years from the month of posting on the List, except that the SFPUC reserves the right at any time during those two calendar years to suspend or remove Contractor/Engineer from the List after giving notice of the proposed action to the Contractor/Engineer. Contractor/Engineer may refresh their experience statement on the List at any time by re-submitting the Questionnaire/Waiver.

3. Submission and Review

(a) Information/Question Session

A Contractors/Engineers informational meeting regarding the SOI was widely advertised and held on January 30, 2018 at 10:00 AM at SFPUC Headquarters. Another informational meeting may be scheduled in the future if there is interest from Contractors/Engineers.

Questions regarding this SOI and Questionnaire/Waiver may be emailed to prequal@sfwater.org.

(b) Submission Instructions

The Questionnaire and Waiver may be downloaded at www.sfwater.org under "PREQUALIFY NOW." Completed Questionnaires/Waivers may be submitted at any time and will be accepted on a rolling basis. The List of Contractors/Engineers will be also posted on the SFPUC website at www.sfwater.org under "PREQUALIFY NOW" and updated as new completed Questionnaires/Waivers are submitted.

Completed Questionnaires/Waivers may be submitted electronically, delivered in person or sent via courier or U.S. mail (other means of transmission, including facsimile, will not be accepted):

Email, Hand Delivery, Courier or U.S. Mail Address:

***San Francisco Public Utilities Commission
Contract Administration Bureau
525 Golden Gate Avenue, 8th Floor
San Francisco, CA 94102
Attention: Pre-qualification Services
Email: prequal@sfwater.org***

(c) ***Review Process***

Each Questionnaire/Waiver will be reviewed for completeness, and all Contractors/Engineers with a current valid California license who furnish a complete Questionnaire/Waiver will be added to the List. The List will summarize Contractor/Engineer contact information and self-reported experience, and a link will be provided for public access to an electronic copy of the Questionnaire submitted.

The SFPUC will not add a Contractor/Engineer to the List if the Questionnaire/Waiver is not fully completed. If an incomplete Questionnaire/Waiver is submitted, the candidate will be informed which documents or information are required to complete the application and shall be permitted to submit additional information in order to complete the application.

4. Terms and Conditions Governing this SOI

(a) ***Costs of Responding; Retention by SFPUC of Questionnaires/Waivers and Related Documents***

The SFPUC accepts no financial responsibility for any costs incurred by a Contractor/Engineer in responding to this SOI. Completed Questionnaires and any other documents or materials submitted in response to this SOI shall, upon submission, become the property of the SFPUC and may be used by the SFPUC in any way the SFPUC deems appropriate and will be made available to the public.

(b) ***Reservations of Rights by the SFPUC***

The issuance of this SOI does not constitute an agreement by the SFPUC that any subsequent selection process will occur or that any contract will be entered into by the SFPUC or private property owners. The SFPUC expressly reserves the right at any time to:

- Waive any defect or informality in any Questionnaire or the procedure set forth in this SOI
- Reject any or all Questionnaires
- Change the subsequent selection process
- Change the requirement(s)

**SFPUC FLOODWATER GRANT PROGRAM
CONTRACTOR/ENGINEER RESOURCES LIST
QUESTIONNAIRE**

Contractor/Engineer Information

- 1) Firm Name: _____ Check One: Corporation
 (as it appears on license(s)) Partnership
 Sole Proprietor

- OR -

Contractor/Engineer Name, if solo practitioner: _____
 (as it appears on license(s))

- 2) Contact Person (who should property owners call): _____
 3) Address: _____
 4) Phone (Business): _____ and/or Phone (Mobile): _____
 5) E-mail Address: _____
 6) Tax ID number: _____
 7) Do you carry Worker's Compensation Insurance? _____ (Yes/No)

Contractor/Engineer Experience

- 8) How many years have you or your firm been in business in California as a licensed Contractor or practicing as a registered Engineer, under your present license number?
 _____ Years

Comments (optional): _____

- 9) How many years have you or your firm been performing projects in San Francisco?
 _____ Years

Comments (optional): _____

- 10) Please indicate which types of work you or your firm have performed on properties in San Francisco within the last 5 years (check all that apply)

| Experience | Type of work |
|--------------------------|--|
| | Engineering / Structural Design |
| <input type="checkbox"/> | Concrete/asphalt structure/surface (e.g., surface re-grade such as garage floor or sidewalk, concrete wall, driveway entry bump) |
| <input type="checkbox"/> | Structural design of exterior walls to withstand hydrostatic forces applied by flood waters |

| Experience | Type of work |
|--------------------------|--|
| <input type="checkbox"/> | Design of modifications to a building's super and sub-structure for the purposes of lifting the structure |
| <input type="checkbox"/> | Design of modifications to building openings (e.g. doorways, windows, etc.) to raise entry height and/or affix attachment point for temporary physical barriers to be inserted. |
| <input type="checkbox"/> | Design a raised platform to allow for the elevation of critical utilities and appliances (e.g. heaters, air conditioners, washers/dryers, etc.) |
| | Flood Risk Reduction Construction/Installation Projects |
| <input type="checkbox"/> | Modification or replacement for water tightness for garage doors, such as seals/gaskets or tracks. |
| <input type="checkbox"/> | Modification or replacement for water tightness for doors and/or windows such as seals/gaskets and/or raising bottom height. |
| <input type="checkbox"/> | Installation of flood barriers and/or flood gates in pedestrian doors, garage doors, industrial doors, and/or windows, including modifications to the opening frame for proper seating of gates. |
| <input type="checkbox"/> | Installation/modification of concrete/asphalt structure/surface (e.g., surface re-grade such as garage floor or sidewalk, concrete wall, driveway entry bump) |
| <input type="checkbox"/> | Installation of wall improvements, such as installing a concrete footwall and/or applying protective and cleanable coatings/surfaces |
| <input type="checkbox"/> | Raising/lifting of a structure |
| <input type="checkbox"/> | Modification of a structure's foundation |
| <input type="checkbox"/> | Installation of flood vents |
| <input type="checkbox"/> | Structural reinforcement to existing walls to withstand hydrostatic forces |
| <input type="checkbox"/> | Modification to property site drainage (e.g. regrading yard topography) |
| <input type="checkbox"/> | Installation of sumps and sump pumps |
| | Flood Risk Reduction Projects (Electrical work) |
| <input type="checkbox"/> | Relocation of electrical utilities and appliances (e.g. heaters, air conditioners, water heaters, washer/dryer, generators, and related electrical conduit) |
| <input type="checkbox"/> | Modification/relocation of electric service into a building where it penetrates a wall |
| <input type="checkbox"/> | Relocation of electrical outlets and associated wiring |
| | Flood Risk Reduction Projects (HVAC/Mechanical work) |
| <input type="checkbox"/> | Relocation of HVAC/mechanical utilities and appliances (e.g. heaters, air conditioners, related ductwork) |
| <input type="checkbox"/> | Modification/relocation of ductwork and venting where it penetrates a wall |
| | Flood Risk Reduction Projects (Plumbing work) |
| <input type="checkbox"/> | Installation of backwater valve, including maintenance access and City permit process |
| <input type="checkbox"/> | Relocation of utilities and appliances and plumbing supply lines (e.g. washer/dryer, water heater) |
| <input type="checkbox"/> | Disconnecting roof leaders from the sewer lateral and rerouting roof flow, including City permit process |
| <input type="checkbox"/> | Installation of sumps and sump pumps |

| Experience | Type of work |
|--------------------------|---|
| <input type="checkbox"/> | Installation of pumped toilets |
| <input type="checkbox"/> | Modification of plumbing lines and/or vents where they penetrate a wall |

Comments (optional): _____

Contractor/Engineer Requirements

11) Licenses: Please list Contractor's/Engineer's relevant valid licenses in the table below (add additional lines as necessary).

| Firm or Individual Name (as it appears on license(s)) | License Type/Class* | License Number | Expiration Date |
|---|---------------------|----------------|-----------------|
| | | | |
| | | | |
| | | | |
| | | | |

**Each prospective Contractor must have one or more of the following California Contractors' licenses: General Engineering "A", General Building "B", Electrical (C-10), Earthwork and Paving (C-12), Landscaping (C-27), and/or Plumbing (C-36) which is current, active and in good standing with the California Contractors State License Board on the date the Questionnaire is submitted.*

**Each prospective Engineer must have a California Professional Engineer's license which is current, active and in good standing with the California Board for Professional Engineers, Land Surveyors, and Geologists on the date the Questionnaire is submitted.*

12) Affidavit / Signature

I, the undersigned, certify and declare that I have read all the answers to this Questionnaire and know their contents. The matters stated in the Questionnaire answers are true of my own knowledge and belief, except as to those matters stated on information and belief, and as to those matters I believe them to be true. I declare under penalty of perjury under the laws of the State of California, that the foregoing is correct.

Dated: _____

Signature

Print Name

RELEASE AND WAIVER AGREEMENT

This Release and Waiver Of Liability (hereinafter the “Release”) is entered into between the City and County of San Francisco through its Public Utilities Commission and _____, a licensed contractor or engineer (hereinafter “Contractor/Engineer”).

RECITALS

1. The City and County of San Francisco through its Public Utilities Commission (“SFPUC”) has issued a Solicitation of Interest (“SOI”) to establish SFPUC’s Floodwater Grant Contractor/Engineer Resources List (“List”), a list of Contractors/Engineers whose contact information will be posted on the SFPUC website at www.sfwater.org and accessible to property owners implementing flood risk reduction improvements.
2. Contractor/Engineer has submitted a Questionnaire in response to the SFPUC’s SOI/RFQ.
3. The City may seek candid comments on the Contractor’s/Engineer’s performance from property owners receiving grants.

RELEASE AND WAIVER

Contractor/Engineer hereby fully and forever releases, exonerates, discharges, and covenants not to sue the City, its commissions and boards, officers and employees, and all individuals and entities furnishing comments on Contractors’/Engineers’ performance from and for any and all claims, causes of action, demands, damages and any and all other liabilities of any kind or description, in law, equity, or otherwise arising out of information furnished about Contractor’s/Engineer’s performance on any projects.

INTENDED BENEFICIARIES

The City, its commissions and boards, officers and employees and all individuals and entities furnishing any information relating to this SOI are intended beneficiaries of this Release and Waiver and are entitled to enforce its terms.

CONTRACTOR/ENGINEER
Authorized Representative

Dated: _____