



Solicitation Announcement

As-Needed Environmental Consulting and Related Professional Services Request for Qualifications (RFQ)

This document represents a legal notice informing all qualified firms of the Port of San Francisco's (a department within the City and County of San Francisco) intent to solicit and receive qualification statements and billing rates for **As-Needed Environmental Consulting and Related Professional Services** work per the RFQ solicitation document, as authorized by Port Commission Resolution 09-127.

The Request for Qualifications, a copy of this announcement and any changes to the solicitation document by addendum will be posted to the Bids and Contracts page on the City's website at: <http://www.ci.sf.ca.us/oca/purchasing.htm>. (Architects & Engineers category)

The Port is establishing a list of three pre-qualified consulting teams that will be selected for future environmental consulting work, as needed. The current approved contracting capacity over three years is \$3.0 million with each of the three contracts not to exceed \$1.0 million. Interested consulting teams must have expertise in 1) site investigation and remediation, 2) air and water quality regulation (including storm water management), 3) hazardous materials, hazardous waste, and solid waste management, 3) environmental review, permitting and analysis, 4) dredging planning and permitting, 5) lead and asbestos abatement advisory services, and 5) Geographic Information Systems/Information Management Systems support.

Each selected consulting team must be led by an environmental consulting firm ("Lead Consultant") with a minimum of seven years relevant experience, preferably providing technical support on environmental issues related to maritime operations and development. The Lead Consultant must have demonstrated ability to manage multidisciplinary teams of consultants or sub-consultants. This contracting opportunity includes a 20% San Francisco Human Rights Commission (HRC) Local Business Enterprise (LBE) subconsulting goal. Members of the selected consulting team may be required to work in conjunction with Port/City staff and/or other consultants hired by the Port to assist with various projects.

A Pre-Submittal Meeting will be held in Port Bayside Rooms located at Pier 1 – The Embarcadero on Wednesday, December 9, 2009, from 2:00 p.m. until 3:00 p.m. Sign-in begins at 1:30 p.m. **Qualification submittals must be received by noon, Tuesday, January 5, 2010.** Postmarks will not be considered. Qualifications may be delivered in person to the Port receptionist at Pier 1, The Embarcadero, San Francisco, California between the hours of 8:00 a.m. and 5:00 p.m., or mailed to the aforementioned address at the attention of the Port's Contract Manager.

In accordance with San Francisco Administrative Code Chapter 6, no proposal is accepted and no contract in excess of \$114,000 will be awarded by the City and County of San Francisco, Port of San Francisco until such time that (a) the Port Commission has authorized the contract for award and (b) the Port Executive Director or designee issues a Notice of Award. Pursuant to Charter Section 3.105, all contract awards are subject to certification by the Controller as to the availability of funds.

The Port reserves the right to reject or cancel this solicitation in whole or in part, as well as to waive any minor irregularities in the procurement process. Questions regarding the RFQ must be submitted in writing to Norma Nelson via e-mail to: norma.nelson@sport.com or via fax to: (415) 732-0442.