

Office of Community Investment and Infrastructure

Authorization to Enter Into a Personal Services Contract with Hollins Consulting, Inc.

Technical and Engineering Support Services

December 18, 2018



Purpose of Contract

The purpose of the agreement is to provide as-needed technical and engineering services to facilitate the review of the design of the infrastructure necessary to support housing and other new development in Phase 1 and Phase 2 HPSY/CP Project Area.

- **Engineering Support Services**
 - Review
 - subdivision maps that create the new lots required for new buildings.
 - public improvement plans that bring utilities to new buildings.
 - storm water outfall designs that take storm water to the bay.
 - Coordinate various regulatory approval processes
 - Coordinate with other city departments various plans and permits

Project Area



- **Candlestick Point will be the** Primary focus of this contract. Developer preparing multiple phases for final mapping. Final Maps will require extensive utility design, mapping, and outfall design work.

Background

- OCII engaged consultants for this work in 2015.
- The work is currently being done by Hawk Engineers.
- Contract with Hawk Engineers expires on December 31, 2018.

Selection Process

- Issued Request For Proposals on August 8, 2018.
- Pre-proposal meeting held on August 22, 2018 with five interested firms.
- Staff provided answers to all written questions on September 11, 2018.
- Written RFP responses due on September 21, 2018.

Outreach

- Email solicitations to over 90 Small Business Enterprise (“SBE”) and Local Business Enterprise (“LBE”) contractors on City’s certified list of civil and structural engineers.
- Coordinated with the African-American Chamber of Commerce (“SFACC”) to disseminate the RFP to their members, with web links to the City’s and OCII’s web pages.

Outreach- continued

- **Bayview Renaissance Entrepreneurial Center** – disseminated RFP to clients and Bayview at large and posted on website.
- **Candlestick Point-Hunters Point Shipyard Construction Assistance Center** (i.e., FivePoint's CAP Program) – publicized RFP.
- **OCII website** – posted RFP (<http://sfocii.org/rfp>)
- **City Office of Contracts Administration** – posted RFP (<http://mission.sfgov.org/OCABidPublication/BidDetail.aspx?K=13340>)

Final Selection Process

- One proposal submitted - Hollins Consulting, Inc. who is a city-certified minority-owned micro-LBE.
- Subconsultant Team:
 - Hawk Engineers Inc. (incumbent)
 - Sustainable Watershed Designs, Inc. DBA Lotus Water (a City-certified micro-LBE)

Final Selection Process- continued

- OCII convened a review panel composed of internal and external subject matter experts
 - OCII, SFPW, FivePoint, and Lennar.
- Hollins was selected by the panel because:
 - Proposal met all of the RFP criteria.
 - The panel received positive reports of previous working relationships.
 - Their fees were determined to be fair and reasonable.
 - Panel found that the team is qualified to perform the requested services.
 - Hollins has experience with large infrastructure projects including the Transbay Transit Center, Pier 70, Central Muni Subway, and the Moscone Expansion project, among others.

Contract Term & Amount

- Term:
 - One year beginning January 1, 2019.
 - Two one year extensions authorized by the Executive Director.
- Amount
 - Year 1: \$500,000
 - Years 2 & 3: \$1.2 million
 - Total: \$1.7 million

Questions?