



**REQUEST FOR QUALIFICATIONS**  
**Marina Design and General Contracting Services for the**  
**San Francisco Marina Yacht Harbor, West Harbor Renovation Project**

**ADDENDUM 1: RESPONSE TO WRITTEN QUESTIONS**

1. Section 7.1.3 indicates that six references are needed from each 'team firm'. If we have 7 companies in our team do we need 6 references from each company totaling 42 references? Do these 42 references count against the page limit?

**Response:** For the purposes of pre-qualification, only the companies that will act as the General Contractor (prime) and the Designer of Record are considered "team members" and are required to provide evidence of qualification. The General Contractor shall be the company under contract with the City, which assumes responsibility and liability for the project's delivery. The Designer of Record shall be the lead design firm under contract with the General Contractor, which assumes responsibility and liability for the project's design. The General Contractor shall provide 6 references, and the Designer of Record shall provide 6 references, for a total of 12 references.

If two or more companies intend to enter into a contract with the City as a **Joint Venture (JV)**, each JV partner must provide its individual qualifications and experience. If the JV has performed work over the last ten years, the JV must provide responses as an entity, in addition to the information provided by each partner. **In the case of Joint Ventures, the page limit requirement shall be waived.**

2. Section 7.2 regarding Non-discrimination and EOE policies: Do all 7 companies need to provide these or just the GC and DOR?

**Response:** The GC and DOR are required to submit their policies. In the case of a JV, each JV partner must provide a copy of their policy.

3. Section 7.2 regarding Debarment Certificate: again, shall each of the 7 companies sign one of these or just the GC and DOR?

**Response:** The GC and DOR are required to submit a completed Debarment Certificate. In the case of a JV, each JV partner must complete a Certificate.

4. What is PARSONS' Impact Software and where do we find it? Our IT staff member has been unsuccessful in finding this software on-line.

**Response:** IMPACT is a web based project management tool used by the San Francisco Recreation and Park Department to log and track project related documents. Team members will be given passwords allowing them to login and use the system via a high speed internet connection. Team members will receive training on how to access and navigate the system. There is no software to purchase; however minimum system requirements may apply.

5. The instructions for the Executive Summary indicate that it is to be signed by a person authorized to:

Obligate the firm to honor the commitments set forth in the Qualification Statement Package,

Verify the accuracy of the information in the Qualification Statement,

The instructions also indicate that submission of the introductory letter constitutes a representation that the firm is willing and able to successfully perform the services, and that all information contained is true, correct, and not misleading.

Does the City have specific language regarding these requirements which it wishes Proposers to incorporate into their introductory letters?

**Response:** No specific language is required. By signing the letter and submitting the proposal, the respondent has agreed to the conditions and requirements established in the Request for Qualifications document.

6. The RFQ requires that the General Contractor hold an "A" and a "B" contracting license. The great majority of the scope is appropriately performed by an "A" license holder. On the other hand, the only work requiring a "B" license is associated with changes to the Harbormaster Building, a minor portion of the project.

Will the City allow the general contractor to hold an "A" license alone, so long as building conversion/construction is performed by a subcontractor with a valid "B" contracting license. Use of a "B" licensed subcontractor for the harbormaster building may produce opportunities for one of the 173 HRC listed building contractors.

**Response. The Minimum Requirement for the GC license is REVISED to be an "A" license. The GC is no longer required to hold a "B" contracting license.**

An A-license contractor may subcontract to a B-license contractor so long as (a) the B-license work is "incidental and supplemental" to the A-license work and (b) the B-license subcontractor (i) performs work relating to a structure and (ii) performs two unrelated trades.

"Incidental and Supplemental" is defined as follows: ". . . work that is essential to accomplish the work in which the contractor is classified." [emphasis added] (Title 16 CCR section 831). Essential to completion generally means work that is (a) directly connected to the work performed within the principal business of the license holder and (b) constituting less than 50% of the scope of work.

7. Can you say what the HRC percentages will be? Will there be any separate goals for design phase vs. overall contract?

Response: The HRC subcontracting goal for the project has not been established yet. The goal will be posted on the project website as soon as it is available. This may, or may not, be prior to the issuance of the Request for Cost Proposals. Prospective bidders are advised to check the website periodically for updates: [www.sfmarina-renovate.org](http://www.sfmarina-renovate.org).