



Fundamentals of Construction Contracting

Room 134 11:45 am – 12:05 pm

Ben Poole – Public Utilities Commission
Stephanie Tang – Contract Monitoring Division

CITY CONTRACTING 101: A SMALL BUSINESS WORKSHOP

April 23, 2025

Session Objectives

This session is for firms in the construction industry to understand the following:

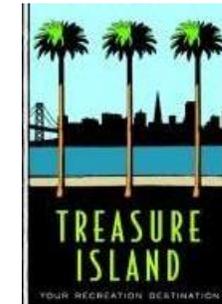
- Which departments do construction work at the City?
- How does the City do Construction Work?
- What does the City build?
- Where can I find opportunities?
- What should I know before I bid?

Which Departments do Construction and what do they build?

Chapter 6 Departments



Opportunities through Developers / Project Sponsors



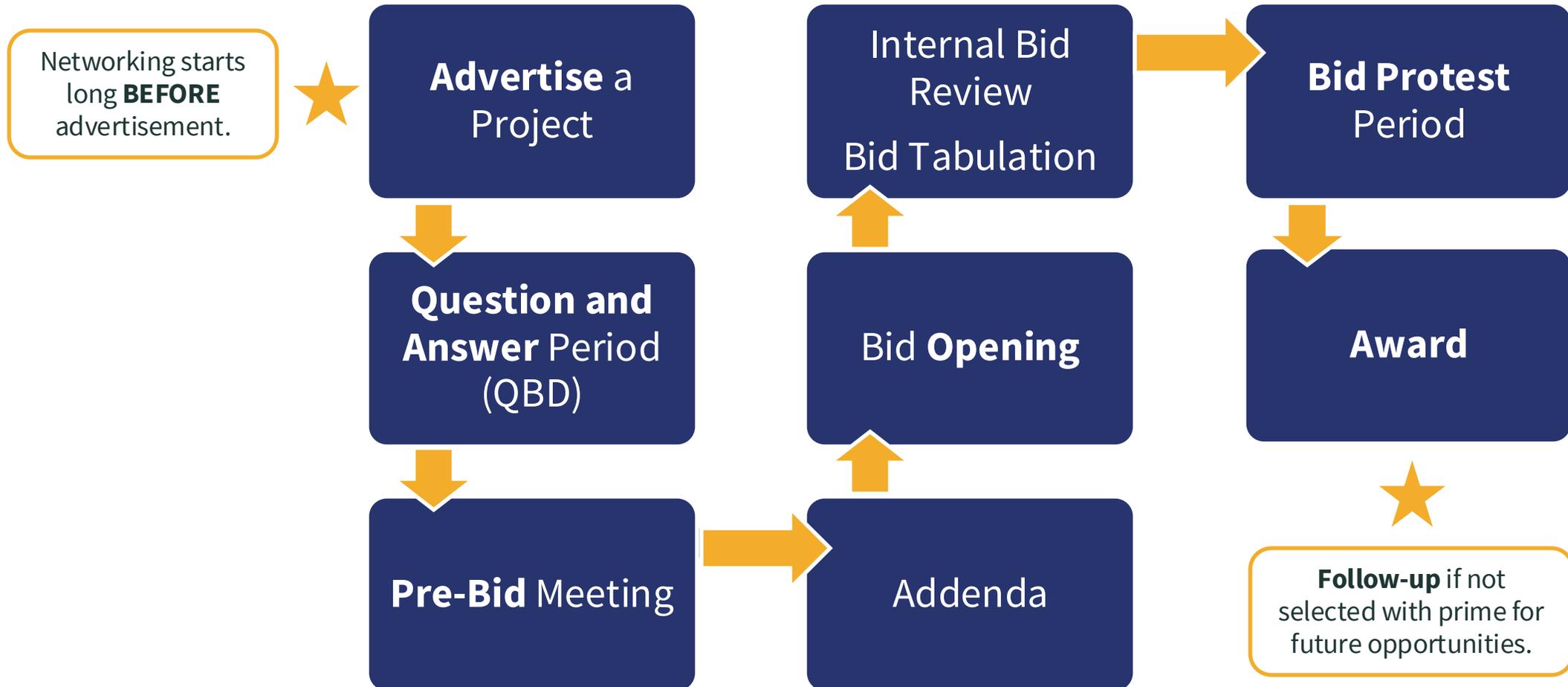
Mayor's Office of
Housing and Community
Development

How does the City Do Construction?

There are many ways to bid and engage on a contract.

How Work Gets Bid	Mechanism	Things to Know
Self Perform	City Employees do Work (largely through Chapter 6 departments)	<i>Not applicable</i>
Have a Defined Scope	City Designs, Contractors Bid and Build	Fixed bid
Services/Work likely needed in Future	As-Needed Contracts / Prequalified Pools / Emergency Contracts	Potential future work. Experience qualifications needed.
Indefinite Delivery, Defined Price	Job Order Contracts (JOC)	Potential future work. Price schedule pre-determined
Large Project – Integrated Project Delivery	Design Build / CM/GC	Likely to bid to Prime or Trade Package winner

What is a typical construction bidding process?



Where can I find City opportunities?



Get contracting opportunities with the City or a specific department

- [San Francisco City Supplier Portal](#)
- [Municipal Transportation Agency \(SFMTA\)](#)
- [SF Port](#)
- [Department of Public Works](#)
- [SF Recreation and Parks Department](#)
- [Public Utilities Commission \(SFPUC\)](#)
- [SFO International Airport construction](#)
- [Treasure Island Development Authority \(TIDA\)](#)
- [Treasure Island Community Development \(TICD\)](#)
- [Mayor's Office of Housing Community Development](#)
- [Forecast of future projects](#)

San Francisco City Partner

View Opportunities View Partner Requests LBE Directory Help Log In/Register

SF Lends is an initiative that connects small businesses to affordable loans and lines of credit from major banks. This may be a great opportunity for our City Supplier community, especially small and Local Business Enterprises (LBEs). [Learn More](#)

View Events and Place Bids

Department: All Event Name: Event ID: Event Status: All

Advanced Search

EVENTS sort By: [v]

EXT PUC Construction & Prof Services Format: Sell Type: RFx	Event ID: SFGOV-000002191 Due 12/31/2099 12:00 PM PST
EXT DPW PW TRANSBAY HOWARD STSCP PROJ Format: Sell Type: RFx	Event ID: SFGOV-000003295 Due 05/07/2025 02:30 PM PDT
EXT ADM RED Elevator Special Services Admin 6.65 Format: Sell Type: RFx	Event ID: SFGOV-000004213 Due 07/01/2030 03:05 PM PDT

San Francisco Water Power Sewer
Services of the San Francisco Public Utilities Commission

Home CONSTRUCTION CONTRACTS & BIDS Report a Problem Careers Contact Us

Contracts & Bids

CONSTRUCTION	DESIGN BUILD	PROFESSIONAL SERVICES	CM/DC	
Number	Name	Bid Due	Posted	Modified
WW-730	Various Locations Sewer Replacement No. 18 Cost: \$8,700,000	5/8/2025	3/28/2025	3/28/2025
WW-769	Various Locations Main Sewer Inspection No. 3 Cost: \$5,500,000	5/8/2025	4/3/2025	4/8/2025
RFQ for DB-141	Southwest Water Pollution Control Plant Nutrient Reduction Cost: TBD	4/28/2025	3/14/2025	3/14/2025
JOC-110	General Engineering (A-License) Construction, San Joaquin, S... Cost: Maximum Contract Amount is \$5,000,000.00	4/24/2025	3/28/2025	3/28/2025
JOC-111	General Engineering (A-License) Construction, San Francisco... Cost: Maximum Contract Amount is \$5,000,000.00	4/24/2025	3/28/2025	3/28/2025

Procurement

SFO DESIGN & CONSTRUCTION

San Francisco Airport (Construction)
San Francisco, CA

All dates and times in Pacific Time

+ Subscribe

Questions? View Help Center

Procurement Portal

Projects Calendar

All Departments All Search

Project Title	Project ID	Addenda	Release Date
Copy of East Field Water Main Improvements			
PCAR - As Needed Maintenance and Repair	12119.00		
East Field Water Main Improvements	8071A.61		

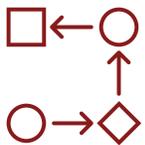
What should I know before I bid? (Part 1)

Your Bid



- Bidding documents are long. There are **many documents to complete, get accurate, and submit.**
- All of this can be learned and there is help to support you to get this right.

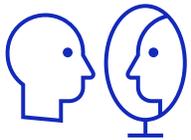
The Process



- Raise any and all questions during the **Question and Answer period**
- City staff are required to follow strict **ethical and process rules**, so they may correspond to you mainly via written correspondence
- Department may issue an **addendum** if there is a clarification or error in the bidding documents
- Understand **Responsiveness vs. Responsibility**

What should I know before I bid? (Part 1)

Your Company



- Decide if you will bid as **Prime Contractor or a Subcontractor**
- **Talk to primes and trade subcontractors.** Talk to them even if not selected.
- Are you signatory to a **Union agreement** and if there is a **Project Labor Agreement (PLA)** what do you want to do?
- What is your **bonding capacity**?
- Do you know how to **bid/estimate**?
- Do you know how to **clarify your scope** and **clarify your exclusions/exemptions**?
- Do you know how to do **City labor compliance** in LCP Tracker?
- How much **working capital** do you have?

Help is Available!

SFPUC Contractor Assistance Center

Provides free technical assistance to contractors to access and compete for SFPUC work.

Email: acp@sfwater.org | Phone: (415)467-1040
[SF PUC Contractors Assistance Center](#)

Contractor Development Program

Provides Local Business Enterprises (LBEs) free services.

Email: cdp@imwis.com
[Contractor Development Program](#)

Office of Labor Standards and Enforcement (OLSE)

Monthly training: *Using LCPtracker for Certified Payroll Reports (CPRs)*

Second Tuesday of each month at 10:30am

[Sign up for a training on how to use LCPtracker](#)

Contract Monitoring Division (CMD) Wednesday Workshop Series

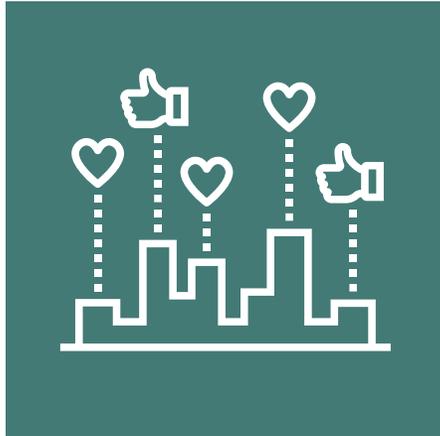
[LBE Certification workshop](#)

First Wednesday of the month at 10:00am

[Bidding on City Contracts workshop](#)

Second Wednesday of the month at 10:00am

Key Takeaways



There are many construction opportunities



Bidding is a process that can be learned



Free help is available



THANK YOU!

Contact: cmd.info@sfgov.org | acp@sfwater.org