

**SECTION 00 49 00 (REV. 1)****SUPPLEMENTARY BIDDING FORMS CHECKLIST**

*To be submitted after bid opening for:*

**PW MISSION STREET AND GENEVA AVENUE IMPROVEMENT PROJECT**

(San Francisco Public Works Sourcing Event ID No. 0000005626)

- A. No later than five (5) working days after the date of the City's notification of the bid results, the apparent low Bidder, and any other Bidder so requested, shall submit completed and properly signed the following CMD Forms to CMD Compliance Officer:

- ☐ FORM 3: CMD Non-Discrimination Affidavit.
- ☐ FORM 6: CMD LBE Subcontractor Participation Affidavit.
- ☐ FORM 6A: CMD LBE Trucking Form.

**Submit above forms by email to: [Ivan.Oldenkamp@sfgov.org](mailto:Ivan.Oldenkamp@sfgov.org) with the subject line "Supplementary Bidding Forms for PW Mission Street and Geneva Avenue Improvement Project."**

- B. Within ten (10) working days after date of the City's notification of the lowest Bidder the apparent low Bidder and any other Bidder so requested shall submit the following completed forms and additional sheets as necessary:

- ☐ Experience Statement (Section 00 49 12).

**Submit above forms by email to: [Paul.Barradas@sfdpw.org](mailto:Paul.Barradas@sfdpw.org) with the subject line "Supplementary Bidding Forms for PW Mission Street and Geneva Avenue Improvement Project."**

- ☐ Certification of Subcontractor, Lower-Tier Subcontractor or Supplier Regarding Debarment and Suspension (Section 00 49 14), completed by each subcontractor, lower-tier subcontractor and supplier for lower tier covered transactions of \$25,000 or more.
- ☐ Certificate of Subcontractor Regarding Apprenticeship Training Program form (Section 00 49 15).

**Submit above forms to [ContractAdmin.Staff@sfdpw.org](mailto:ContractAdmin.Staff@sfdpw.org) with the subject line "Supplementary Bidding Forms for Sourcing Event ID No. 0000005626."**

- C. Project Labor Agreement: Within **10 working days** of after the date of the City's notification of the lowest bidder, the lowest responsive Bidder shall submit to the Office of Labor Standards Enforcement (OLSE) and Public Works Contract Administration the following forms, completed and properly signed by all parties:

- ☐ Addendum A to Project Labor Agreement – Letter of Assent (Section 00 49 19).

OR

- ☐ Statement of LBE Exemption (Section 00 49 19).

**Submit above forms to [Yordanos.Dejen@sfgov.org](mailto:Yordanos.Dejen@sfgov.org) and Contract [Admin.Staff@sfdpw.org](mailto:Admin.Staff@sfdpw.org) with the subject line "Supplementary Bidding Forms for Sourcing Event ID No. 0000005626."**

- D. **Escrow Bid Documents:** Within **ten (10) working days** after receiving notification of the award of Contract, Contractor shall submit a set of Escrow Bid Documents accompanied by a signed original Escrow Bid Documents Declaration form (Section 00 49 16) in a sealed container in accordance with Section 00 22 30 - Escrow Bid Documents
- E. **Local Hiring Requirements:** The Office of Economic and Workforce Development (OEWD) administers the City's Local Hiring requirements and are located at One South Van Ness Ave., 5th Floor, San Francisco, CA 94103. Contractors shall utilize the City's online Project Reporting System (PRS) and submit Local Hiring forms, as applicable, to OEWD within **ten (10) working days** of notice of Award. Refer to Section 00 73 30 for Local Hiring forms required to be submitted after Award of Contract. Should the Contractor not submit the required forms in the timeline specified, the Contractor may be found unresponsive and the Award of Contract may be rescinded.
- Submit Local Hiring forms to [Chris.Vergara@sfdpw.org](mailto:Chris.Vergara@sfdpw.org) with the subject line "Local Hiring Forms for Sourcing Event ID No. 0000005626."**
- F. Should the Contractor not submit the required forms in the timeline specified, the Contractor may be found unresponsive and the Award of Contract may be rescinded.