

SUMMARY OF CONTRACT REQUEST TO THE HEALTH COMMISSION

Contractor	<u>MEI Architects</u> <u>239 9th Street, Ste. 201</u>	Division/Section:	<u>SFHN/San Francisco General Hospital</u> <u>Director, SFHN</u>
Address	<u>San Francisco, CA 94103</u>	DPH Administrator:	<u>Roland Pickens</u> <u>Kathy Jung, Director of Facilities and Support Services Planning and Facility Development</u>
Contact	<u>Mei Mei Chan, Principal</u>	Program Manager:	<u>Benito Olguin</u> Phone <u>759-4630</u>
		Contract Analyst:	<u>Ron Rossi</u> Phone <u>554-2839</u>

Request for approval of a contract with MEI Architects for services in facilities compliance, programming, and feasibility assessments for San Francisco General Hospital buildings 1, 9, 10, 20, 30, and 40 in the amount of \$514,472 for a two year term (24 months).

Profit Non-Profit LBE RFQ – Number: 26-2014 Date: 12/15/2014
 New Renewal Mod Sole Source – Approval Date: _____

Number of years DPH has been doing business with this organization: 0

CONTRACT INFORMATION:

Prior Transaction
(new)

Proposed Transaction
4/1/2016 – 3/31/2018

Annualized
Difference

Funding Sources:

	<u>Prior Transaction</u> (new)	<u>Proposed Transaction</u> 4/1/2016 – 3/31/2018	<u>Annualized</u> <u>Difference</u>
General Funds (Capital budget)		\$459,350	-\$0-
TOTAL DPH REVENUES		\$459,350	-\$0-
12% Contingency Amount		\$55,122	-\$0-
CONTRACT TOTAL		\$514,472	-\$0-
<i>ANNUAL AMOUNT OF CONTRACT</i> (estimate)		\$229,675	-\$0-
Agency Funds		-\$0-	-\$0-
Contract FTE		N/A	N/A

PROPOSED:

Mode(s) of Service & Unit of Service Definition	No. of Clients		Number of Units	Unit Cost
	<u>N/A</u> Duplicated	<u>N/A</u> Unduplicated		
MEI Architects (1 UOS = 1 Hour)				
Principal			32	\$276.00
Project Manager			200	\$211.00
Project Architect			240	\$195.00
Job Captain			240	\$156.00
CADD Drafter			180	\$137.00
(Sub-contractors)				
SOHA Engineers				
Principal			100	\$250.00
Sr. Project Manager			300	\$180.00
Sr. Project Engineer			540	\$140.00
Project Engineer			610	\$120.00
Drafter			270	\$95.00
Cumming				
Associate Director			16	\$185.00
Senior Cost Manager			117	\$175.00

Explanation of Service Change and Variances:

This is a new contract.

Monitoring Report/Program Review & follow-up:

The contract will be monitored in accordance with all applicable Departmental procedures.

Nondiscrimination and Cultural Competency:

If required, the Contractor will participate in the cultural competency requirements for the upcoming year.

Other Significant Issues:

MEI Architects and Engineers has assembled a team to study the re-use of San Francisco General Hospital campus buildings 1, 9, 10, 20, 30, and 40 to determine an overall renovation approach for two major potential future reuse areas; DPH related administrative functions and clinical direct services. Deliverables will include a report on the studied re-use alternatives, the performance of a FEMA ASCE 41 seismic rehabilitation for each building, a refreshing of the Seismic Hazard Rating for each building, and a cost estimate for each of the re-use scenarios.

MEI Architects is a San Francisco-based architectural design firm serving a range of private and public entities as clients, including UCSF, the VA Palo Alto, the US Department of Veterans Affairs, Stanford University, and the San Francisco International Airport.

MEI Architects and Engineers was pre-qualified under RFQ 26-2014 in December of 2014. The RFQ which established a 2 year pre-qualified list of consultants that can be accessed by the Department for a variety of projects.

Listing of Board of Directors, Owners of 10% or More of the Firm, and Executive Director:

Mei Mei Chan, Principal In-Charge
Donald Luu, Principal
Mark Herman, Principal

MEI Architects and Engineers is a Sole Proprietorship.

Recommendations:

The Department recommends approval of this contract.