



Breakout Workshop 2

How to Do Business at the Airport

Presented by SFO:

- Contracts Administration Unit
- Technology Sourcing Management
- Design & Construction
- Revenue Development & Management

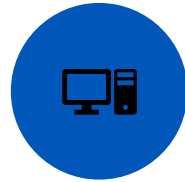
April 16, 2025



Agenda



How to Contract for Professional Services



How to Contract for Technology Services



How to Contract with Design & Construction



How to Open a Concession Business



How to Contract for Professional Services

Presented by Contracts Administration Unit
Alfy Wong



How to Contract for Professional Services

Contracts Administration Unit (CAU)

- How to Become a Fully Compliant Supplier
- Solicitation Websites for Professional Services
- Upcoming Solicitations

How to Become a Fully Compliant Supplier

<https://sfcitypartners.sfgov.org/pages/become-a-supplier.aspx>

1. Become a Registered Bidder

After becoming a Registered Bidder, you can then advance your status to become a Fully Compliant Supplier, which allows you to be fully awarded City contracts.

2. San Francisco Business Tax Registration

Business Registration is required for all entities that conduct business in SF and determines your tax responsibilities.


3. Equal Benefits Declaration

Articles 131 and 132 of the San Francisco Labor and Employment Code requires that all Suppliers to the City and County of San Francisco administer benefits equally to employees with domestic partners and employees with spouses.

Solicitation Websites for Professional Services

SF City Partner

<https://sfcitypartner.sfgov.org/pages/index.aspx>



View OpportunitiesView Partner RequestsLBE DirectoryHelp ▾Log In/Register

View Events and Place Bids

Department

Event Name (case-sensitive)

Event ID

Event Status

All ▾


▾

Advanced

Search

EVENTS

Sort By ▾

EXT PUC | Construction & Prof Services
Format : Sell | Type : RFx

Event ID: SFGOV-0000002191
Due 12/31/2099 12:00 PM PST

SFO Current Opportunities

<https://www.flysfo.com/business/current-opportunities>

Current Opportunities

[Home](#) > [Business At SFO](#) > Current Opportunities

Current Opportunities

Show:

All Current Opportunities

RFQ 50379 As-Needed Airport Conveyance Maintenance and Repair Services [↗](#)

Closes on 06/30/2029 - 4:00 pm

Upcoming Opportunities in Professional Services

- National Environmental Policy Act (NEPA) Planning Services
- As Needed Airport Planning Consultant Services
- Federal Advocacy Services
- Guest Services Training, Mystery Shopping, and Consultation
- Airport Guest Surveys, Research and Fieldwork Services
- Emergency Responder Radio Communications System Maintenance and Monitoring Services
- Common Use Self Service, Common Use Passenger Processing
- Underground Utilities Location Services
- Chiller and Hot Water Generator Maintenance and Repair Services
- Veterinary Services for the San Francisco Police Department Airport Bureau Canine Unit
- National Explosive Detection Canine Team Program Training Services
- Critical Stress Management and Consulting



How to Contract for Technology Services

Presented by Technology Sourcing Management
Vlad Oshmansky



How to Contract for Technology Services

- **SFO Information Technology and Telecommunications (ITT)**
 - **SFO ITT Technology Sourcing Management Group** utilizes City's Technology Marketplace Contract (TM3.0) as an efficient purchasing model for the Airport's technology needs. TM3.0 consists of 50+ suppliers with whom the City has negotiated multi-year Term Contracts for as-needed purchases of technology goods and services.
 - **Prospective solution providers** shall partner with existing TM3.0 suppliers to participate in the procurement process with the City / SFO.
 - **Current Services Opportunities:** Search Engine Optimization Solution, Development / UI UX Professional Services, HR Employee Engagement Retention Solution, Atlassian Confluence Professional Services, Cyber Security Consulting, Safety Management Compliance Tracking Solution, Digital Mapping Solutions, Software Architecture Professional Services, Service Now Consulting Services, Juniper RE / PM Services.
 - **Questions** on how to engage with ITT / TM3.0 to be directed to SFO-ITT Technology Sourcing Management at **sfo.itt-tsm@flysfo.com**



How to Contract with Design & Construction

Presented by Design & Construction
Erron Alvey



How to Contract with Design & Construction



Design & Construction's eProcurement Portal

Features:

- Simple, intuitive design.
- Subscribe to receive notifications of all new published opportunities.
- View current, future, and past opportunities.
- Simple sign-up process.

OPENGOV
PROCUREMENT

Sign Up Login

Procurement Portal

Projects Calendar

All Departments All

Search Advanced Search


Project Title	Project ID	Addenda	Release Date	Due Date
RFP for As-Needed Architecture & Engineering Support Services COMING SOON	Contract Numbers: 12099.50 & 1...	-	-	-
Design-Build Services for Water Treatment Plant Upgrades COMING SOON	11975.66	-	-	-
Design-Build Services for the Wayfinding Program Phase 2 COMING SOON	11962.66	-	-	-
Program Management Support Services for the Wayfinding Program Phase 2 COMING SOON	11962.41	-	-	-
Prequalified Pool for Project Management Support Services COMING SOON	SFODCPOL2024-01	-	-	-
As-Needed Micro-LBE Set-Aside Environmental Consulting Support Services OPEN	12025.51 - 12025.55	0	6/14/2024	7/16/2024
Design-Build Services for the Airport Substation Transformer Upgrade Project OPEN	RFP No. 11887.66	0	6/7/2024	7/11/2024
Project Management Support Services for the Airfield Improvement Program COMING SOON	12077.41	-	-	-

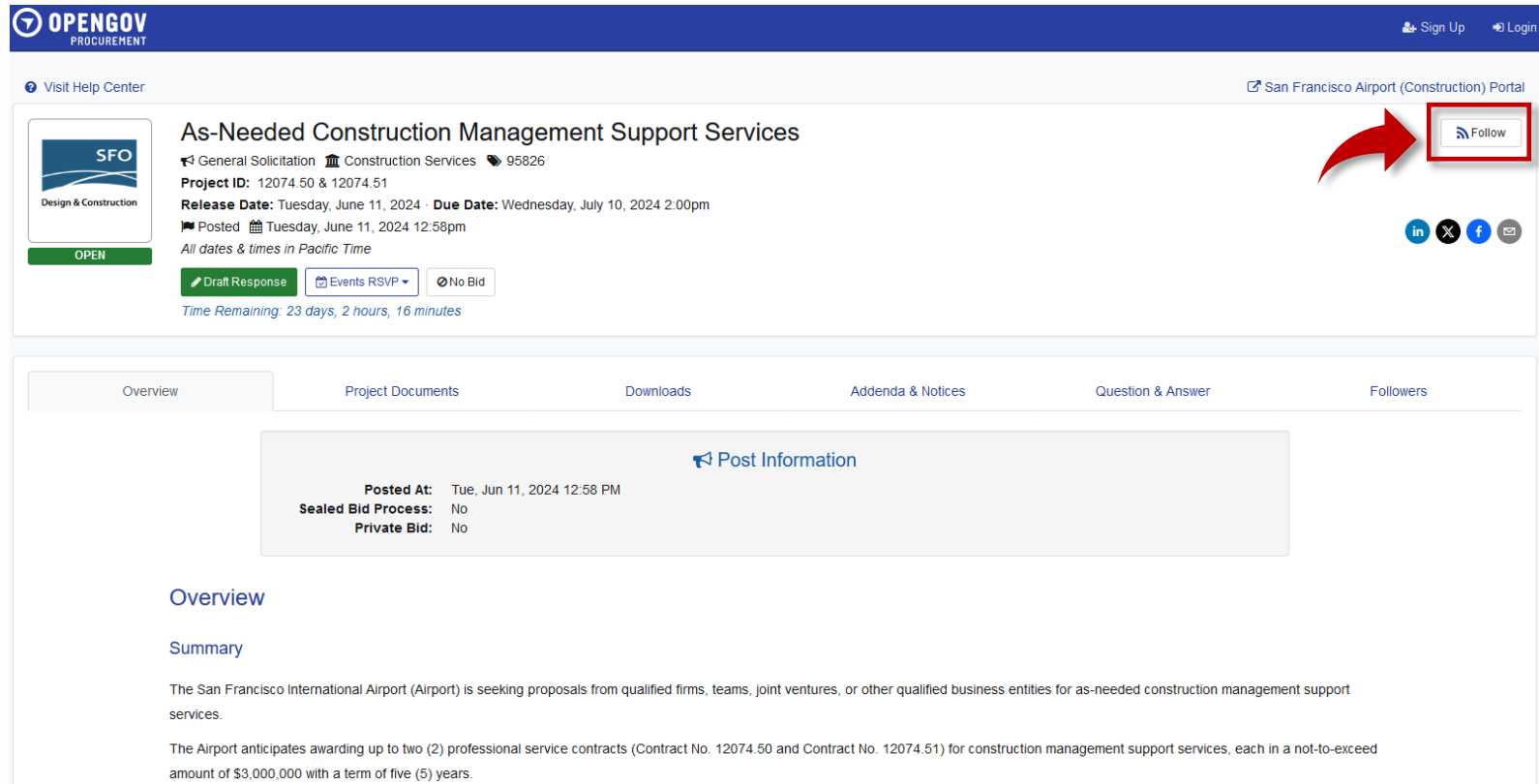
San Francisco Airport (Construction)
San Francisco, CA
All dates and times in Pacific Time
+ Subscribe

Questions?
Visit Help Center

Design & Construction's eProcurement Portal

Following projects:

- Click  to receive all updates on the opportunities that interest you.
- Read the Project Overview, Download RFP Documents, See addenda, Submit Questions and See Answers, and See others who follow the opportunity.



The screenshot displays the OPENGov Procurement portal interface. At the top, there's a blue header with the OPENGov logo and navigation links for 'Sign Up' and 'Login'. Below the header, a 'Visit Help Center' link is visible. The main content area features a project card for 'As-Needed Construction Management Support Services' under the 'San Francisco Airport (Construction) Portal'. The card includes the SFO logo, project details (Project ID: 12074.50 & 12074.51, Release Date: Tuesday, June 11, 2024, Due Date: Wednesday, July 10, 2024 2:00pm), and a green 'OPEN' button. A red arrow points to a 'Follow' button in the top right corner of the project card. Below the project card, there's a navigation bar with tabs: Overview, Project Documents, Downloads, Addenda & Notices, Question & Answer, and Followers. The 'Overview' tab is selected, showing a 'Post Information' section with details like 'Posted At: Tue, Jun 11, 2024 12:58 PM', 'Sealed Bid Process: No', and 'Private Bid: No'. Below this, there's a 'Summary' section with text about the San Francisco International Airport (Airport) seeking proposals for as-needed construction management support services.

RFP Documents for Design-Build & CM/GC Services

Standard Documents

1. **Appendix A – Division 00 Documents (Proposal and Contracting Requirements)**

2. **Appendix B – Division 01 Documents (General Requirement Specifications)**


3. Appendix C – Minimum Qualifications

4. Appendix D – Safety Prequalification

5. Appendix E – Proposal Qualification

6. Appendix F – Cost Responsibility

7. Appendix G – Project Labor Agreement

- 
- **00 11 19** – RFQ/RFP
 - **00 52 00** – Agreement
 - **00 54 39** – Contract Time and Liquidated Damages
 - **00 72 00** – General Conditions
 - **00 73 73** – Statutory Requirements
 - **01 11 13** – Scope of Work

Describes SFO's:

- Minimum and desirable proposer qualifications
- Terms and conditions for receipt of proposals
- Terms and conditions of the contract

RFP Documents for Design-Build & CM/GC Services

Standard Documents

1. Appendix A – Division 00 Documents (Proposal and Contracting Requirements)
 2. Appendix B – Division 01 Documents (General Requirement Specifications)
 - 3. Appendix C – Minimum Qualifications Application**
 - 4. Appendix D – Safety Prequalification Form**
 - 5. Appendix E – Proposal Qualification Forms**
 6. Appendix F – Cost Responsibility Form
 7. Appendix G – Project Labor Agreement
- 
- Proposers must submit to demonstrate that they meet:
- The minimum and desirable qualifications for the project
 - The safety qualifications

RFP Documents for Design-Build & CM/GC Services

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5. Appendix E – Proposal Qualification Forms
- 6. Appendix F – Cost Responsibility Matrix**
7. Appendix G – Project Labor Agreement

Assists builders in developing their price proposal for the project.



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6. Appendix F – Cost Responsibility Matrix
7. **Appendix G – Project Labor Agreement**

Establishes standards, wages, hours, and working conditions for workers to promote a harmonious relationship between SFO, builders, and construction trade unions for the efficient delivery of capital improvement projects at SFO.



Technical Proposal Evaluation

What We Look For

- ✓ Complete and accurate information
- ✓ Respond to technical proposal requirements (format and details)
- ✓ Relevant and verifiable project examples
- ✓ Understanding of the Airport's Strategic Plan, core values, and Delivering Exceptional Projects and how to apply them to the work

Oral Interview Evaluation

What We Look For

- ✓ Team synergy
- ✓ Key personnel's understanding of their roles and responsibilities
- ✓ Collective knowledge and experience
- ✓ Leadership of the project manager/team lead

Debriefs

Firms may request a debrief after the solicitation is completed to:

- Learn how their proposal was evaluated specifically by each panelist
- Hear feedback on their proposal's strengths and weaknesses
- Review competing proposals

SFO can only provide debriefs and copies of proposals after contract award by the Airport Commission.



How to Open a Concession Business

Presented by Revenue Development & Management
Tomasi Toki



SFO Revenue Development & Management is responsible for overseeing the development and operations of the Airport's Concession Program.

- Restaurants
- Retail Shops
- Duty Free Shops
- Airport's Rental Cars
- Services (currency exchange, banking, advertising, luggage carts, et.)



Upcoming Concession Opportunities



Terminal 3 West Opportunities

- 7 Food & Beverage Locations
- 5 Retail Locations

RFP Tentative Schedule *(Phase 1)*

- RFP Issued July 2025
- Proposals Due Jan. 2026
- Leases Awarded April 2026
- Tenant Construction starts March 2027
- Tenants Open for Business Nov. 1, 2027

Terminal 3 Traffic

- United Airlines is the carrier
- CY 2024 Enplanements = 8.3M
- CY 2028 Forecast = 9.6M



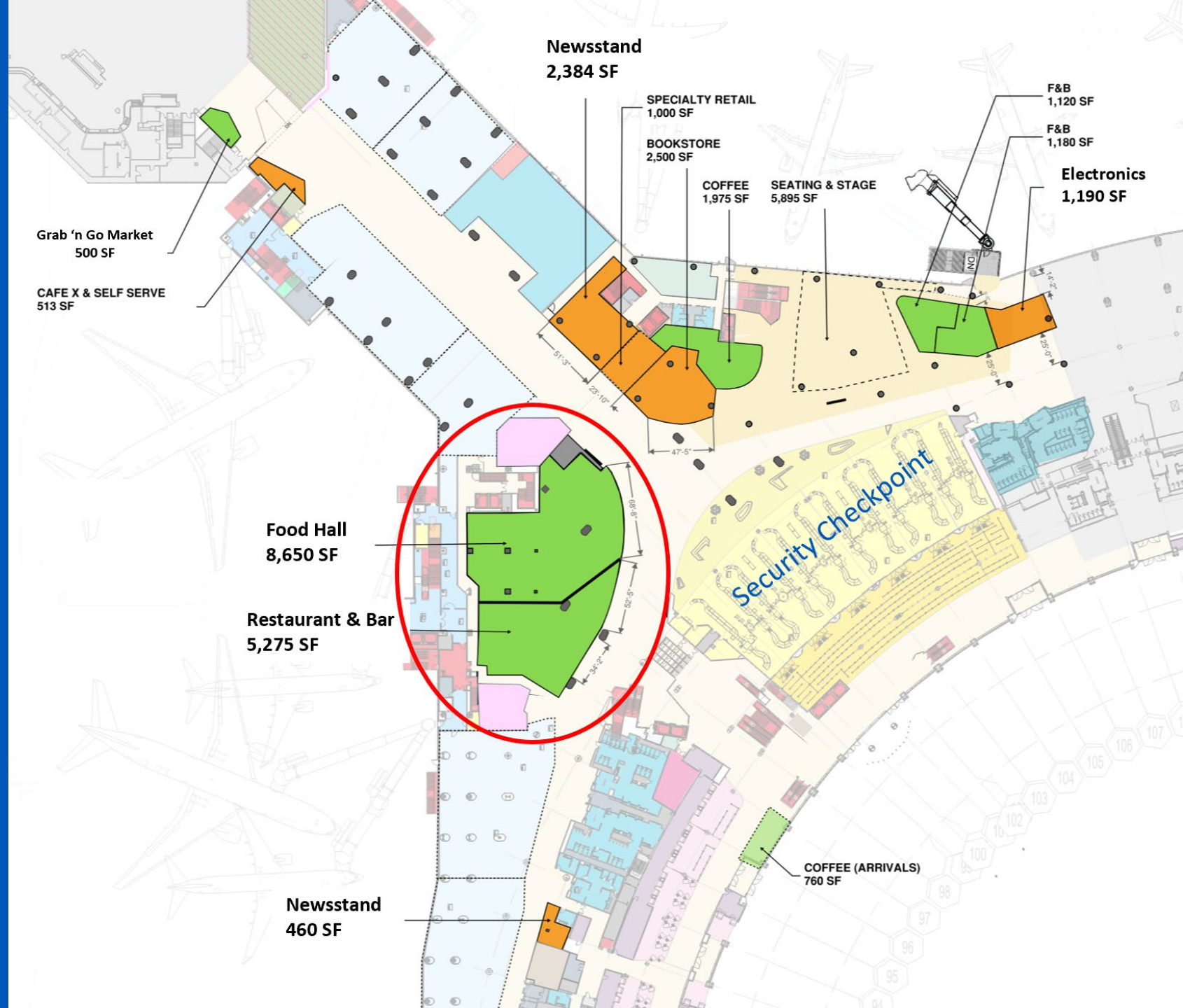
Terminal 3 West Opportunities

Food & Beverage

Lease Package #1

Two Locations:

- Fall Hall (8,650 sq. ft.)
- Full-Service Restaurant (5,275 sq. ft.)



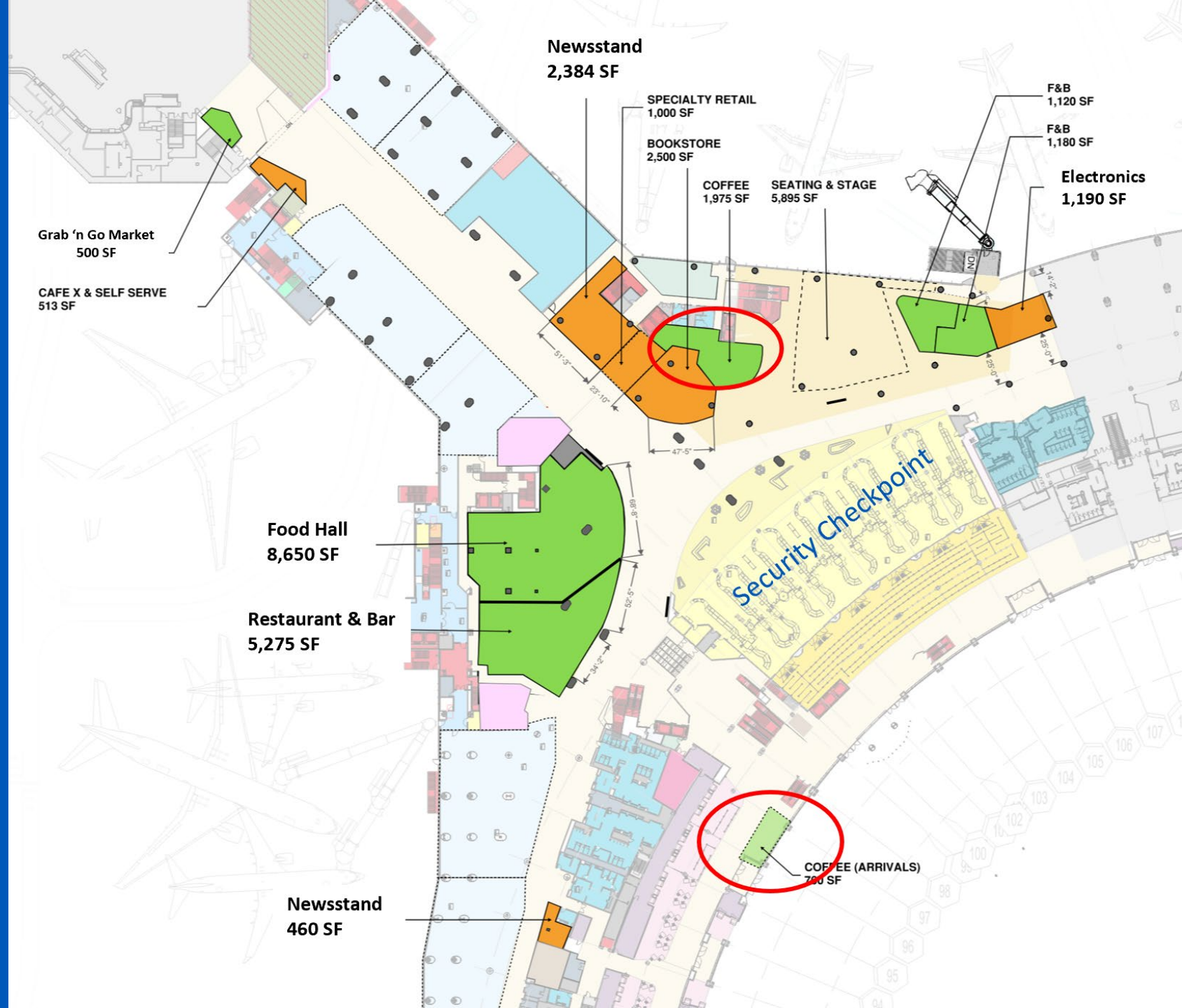
Terminal 3 West Opportunities

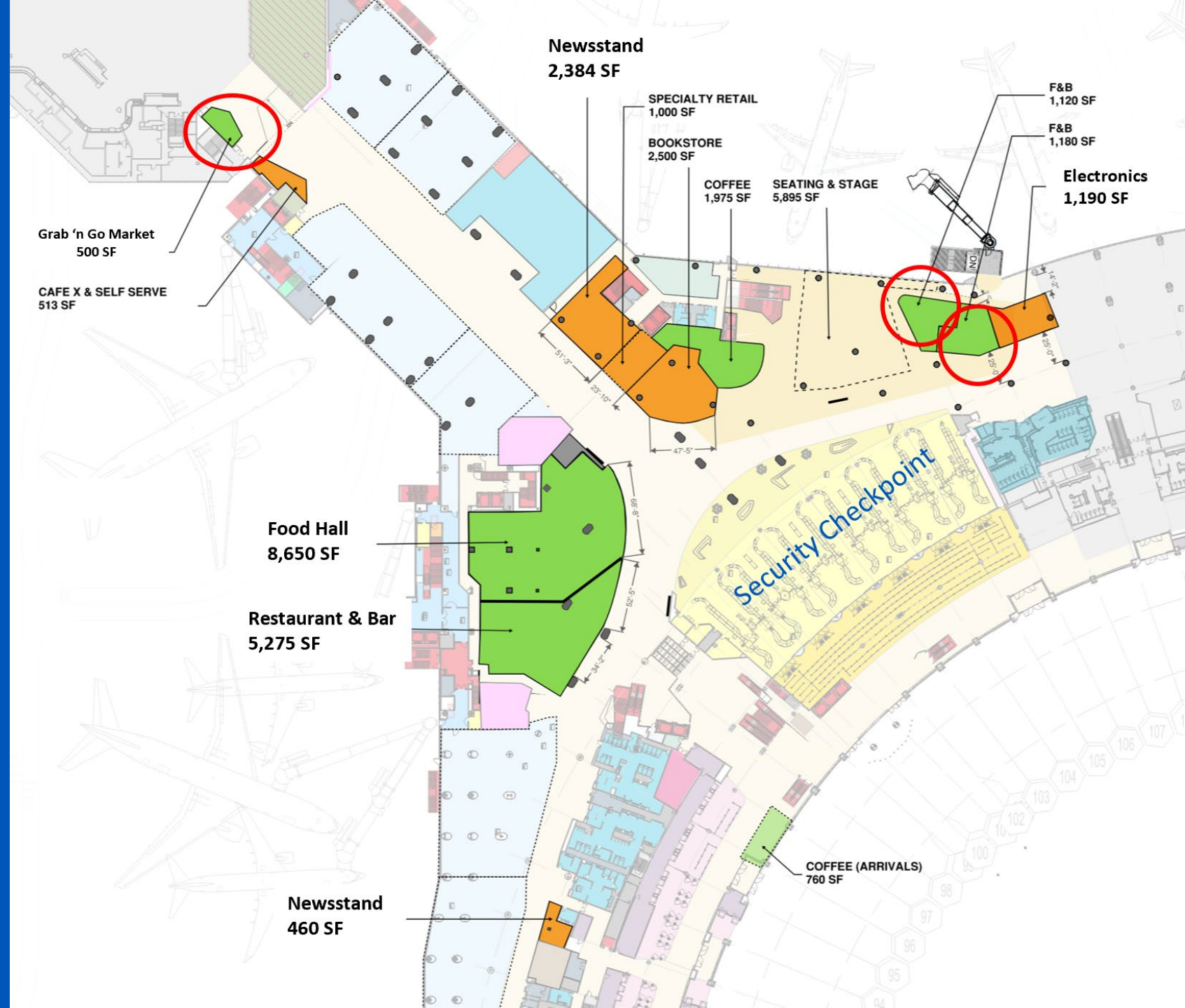
Food & Beverage

Lease Package #2

Two Locations:

- Post-Security Coffee (1,975 sq. ft.)
- Pre-Security Arrivals Coffee (760 sq. ft.)





Terminal 3 West Opportunities

Retail

Lease Package #1

Two Locations:

- Newsstand (2,384 sq. ft.)
- Newsstand (460 sq. ft.)



Terminal 3 West Opportunities

Retail

Single Location Leases

- Bookstore (2,500 sq. ft.)
- Electronics (1,190 sq. ft.)
- Specialty Retail (1,000 sq. ft.)



Travelers Retreat RFP

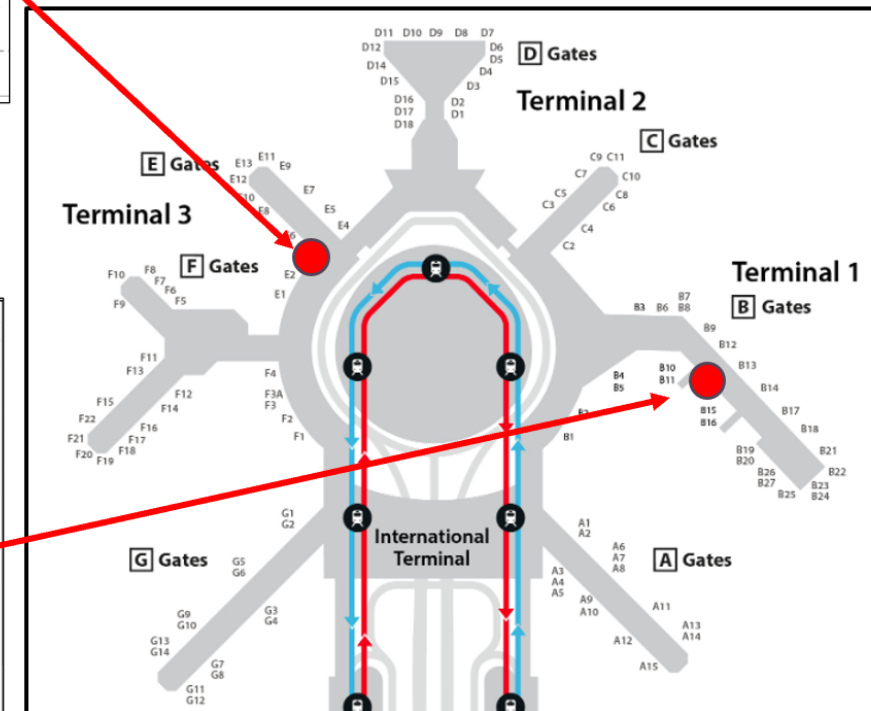
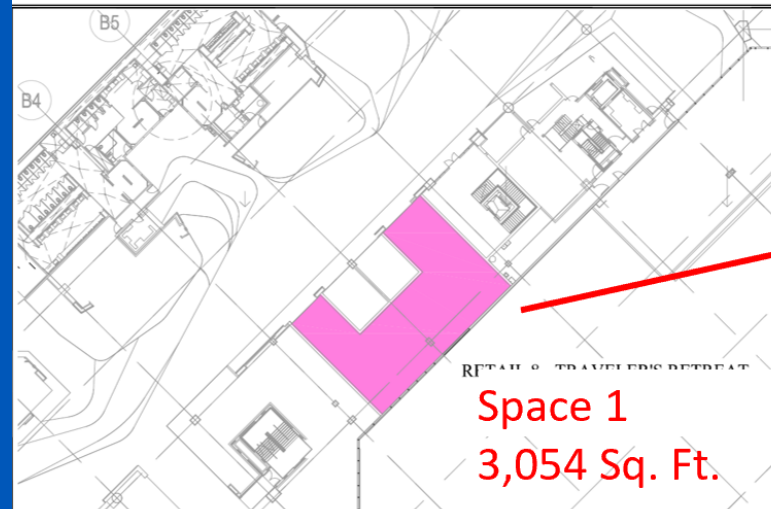
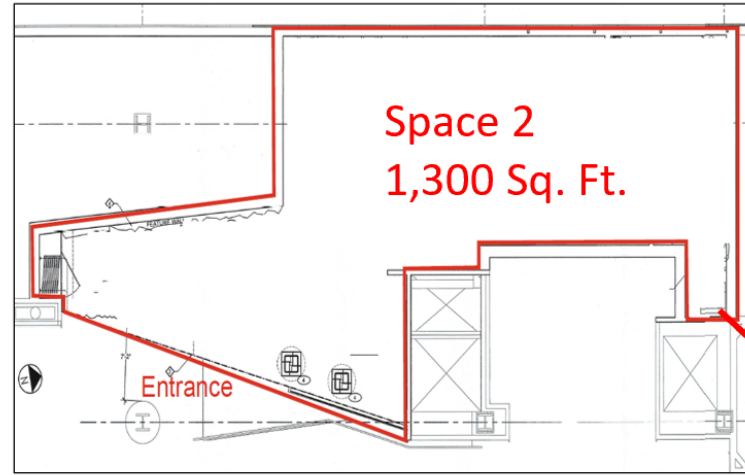
(Sleep & Shower Service)

Two Locations:

- (1) 3,054 sq. ft. located post-security of Harvey Milk Terminal 1
- (2) 1,300 sq. ft. located post-security of Terminal 3

RFP Tentative Schedule:

- RFP Issued July 2025
- Proposals Due Oct. 2025
- Lease Awarded Jan. 2026
- Tenant Construction starts Oct. 2026
- Tenant Open for Business May 2027



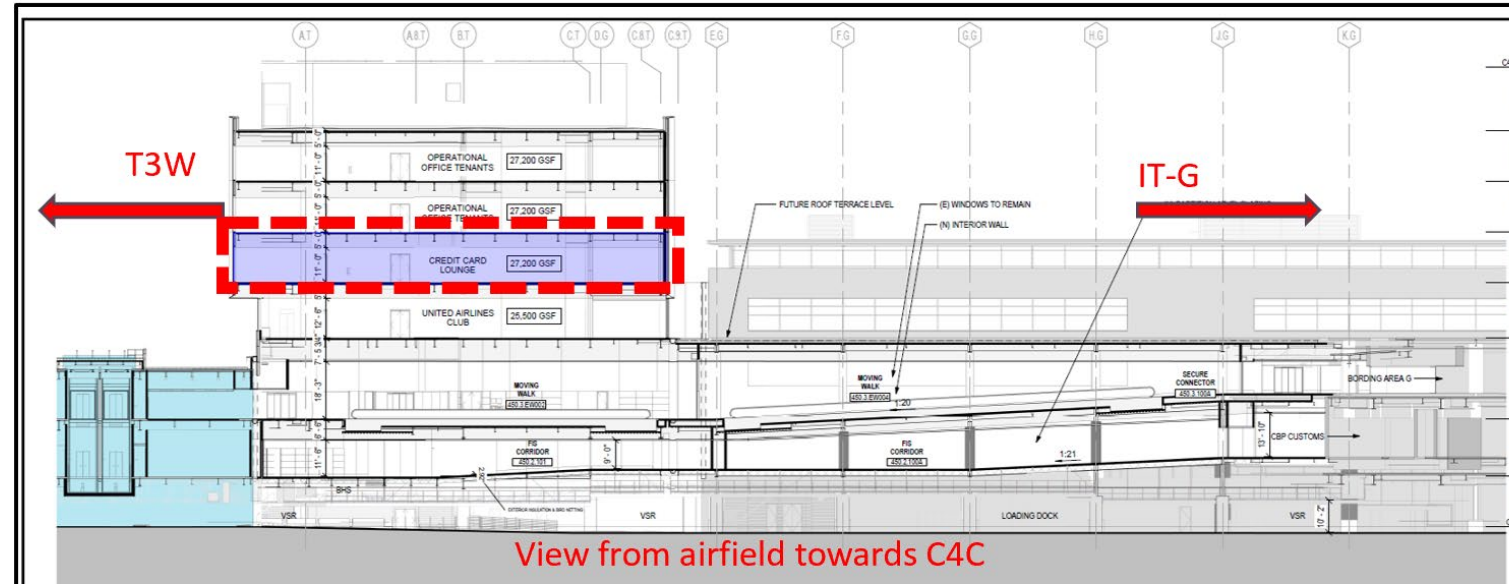
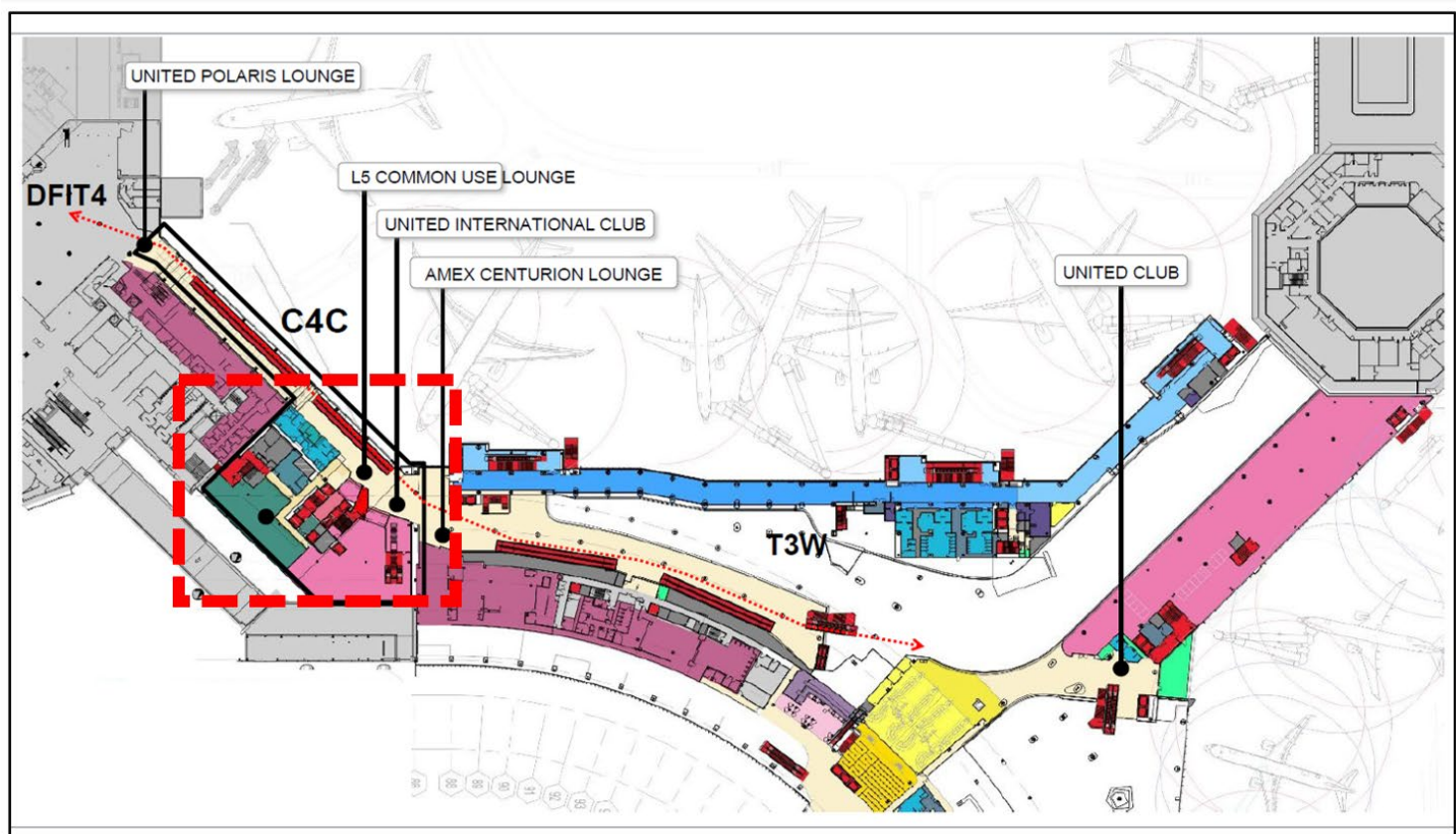
Common Use Lounge

One Location:

- Located in our new C4C building between Terminal 3 and International G
- Approx. 24,000 sq. ft. on Level 5

RFP Tentative Schedule:

- RFP Issued Sept. 2025
- Proposals Due March 2025
- Lease Awarded June 2026
- Tenant Construction starts May 2027
- Tenant Open for Business June 2028



Down the Road in 2026

- 22 Food & Beverage Locations
- 5 Retail Locations
- Advertising Lease RFP
- Vending Lease RFP



Thank you!

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(650) 821-4504

Evelyn Reyes-Dizadji
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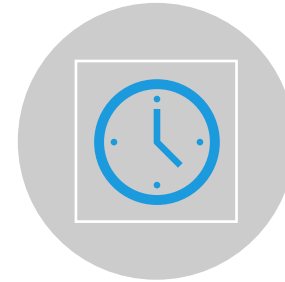
Concession opportunities: www.flysfo.com/business/current-opportunities

Thank you!



Social Impact

Business & Career Center
Monday - Thursday



Hours of Operation

9:00 a.m. – 12:00 p.m. and
1:30 p.m. – 4:00 p.m.



Location

International Terminal A –
Departures Level (across from
the SFO Medical Clinic)



Contact

650-821-5021
smallbusiness@flysfo.com

We Value Your Feedback!

