



Meeting Date: April 10, 2025

To: Public Works Commission

Through: Carla Short, Public Works Director
Bruce Robertson, Deputy Director

From: Robert C. Begley, Contract Manager

Subject: As-Needed Environmental Consulting Services 2025
(Micro-LBE Set-Aside Program) - 3 Contract Awards

Director's Recommendation: Award three Professional Services Contracts, As-Needed Environmental Consulting Services 2025 (Micro-LBE Set-Aside Program) each in the amount of \$1,500,000 each for 1,825 calendar days to the following consultants: CDIM Engineering, Inc., AEW Engineering, Inc., and EnviroSurvey, Inc. Approve an increase of \$750,000 to the total contract not-to-exceed contingency amount. Also authorize the Director of Public Works to approve future contract modifications, increasing the total not-to-exceed amount to \$2,250,000 per contract.

Contract Background: The work to be done under this contract consists of environmental consulting services. The selected consultant performs environmental consulting services such as, performing studies and investigations, preparing plans and specifications, preparing cost estimates, writing reports, and performing field inspections for various types of regulatory, environmental, and health and safety issues. Project scope of work includes but is not limited to: 1) environmental characterization and compliance; 2) water and air quality issues; 3) hazardous materials, hazardous waste, site assessments and risk assessment issues; 4) environmental review, permitting, design, and analysis; and 5) geographic information systems / information management systems support, and other related professional services. Consultant may provide the requested services for an entire project, a portion of a project, or any project phase. Consultants have provided this type of services for the City in the past.

Each master agreement has a term of five years with an initial not-to-exceed amount of \$1,500,000. According to San Francisco Administrative Code Section 6.43(b)(1), cumulative modifications to a multiple-project as-needed contract shall not exceed 150% of the original not-to-exceed contract amount. Therefore, each contract may be increased by up to \$750,000, bringing the total not-to-exceed amount to \$2,250,000.

Solicitation Process: On November 7, 2024, San Francisco Public Works advertised the Request for Qualifications (RFQ) for As-Needed Environmental Consulting Services 2025 (Micro-LBE Set-Aside Program). Public Works sought to award 3 contracts with an anticipated not-to-exceed contract amount of \$1,500,000 with a contract duration of 1,825 calendar days. The Contract Monitoring Division (CMD) waived the Local Business Enterprise (LBE) subcontracting requirement for this contract. The RFQ As-Needed Environmental Consulting

Services 2025 (Micro-LBE Set-Aside Program) is open only to small local firms that have City and County of San Francisco CMD Micro-LBE certification in Environmental Advisory Services certification category.

On December 12, 2024, Public Works received five proposals. City staff reviewed all proposals and determined that all five proposals were responsive and responsible. The responsive and responsible proposals were then evaluated and scored by a panel comprised of individuals knowledgeable on the subject matter; and optional oral interviews were not conducted.

Proposer SCA Environmental, Inc. submitted proposals to both RFQ's 9659 As-Needed Environmental Consulting Services 2025 (Regular LBE Program) and 9660 As-Needed Environmental Consulting Services 2025 (Micro-LBE Set-Aside Program), and scored high enough on both RFQ's for a contract. Only one contract can be awarded to a consultant for environmental consulting services. Proposer SCA Environmental, Inc. elected to pursue the regular LBE program contract.

The top 3 RFQ proposers for this contract were: CDIM Engineering, Inc., AEW Engineering, Inc., and EnviroSurvey, Inc.

Contract Details:

Contract Title:	As-Needed Environmental Consulting Services 2025 (Micro-LBE Set-Aside Program)
Personal Services Contract No.:	Civil Service Commission approved on October 07, 2024 (PSC No. DHRPSC0004127).
Contract Award Amount:	Up to \$1,500,000 for each contract
Contract Funding Sources (if applicable):	Client funding, depending on the project.
Anticipated Project Schedule:	Notice To Proceed is expected to be issued shortly after the contract is certified by the Public Works Contract Administration staff. Contract will end 1,825 calendar days after it commences.
Contract Duration:	1,825 calendar days for each contract
Contractors' Names:	<ul style="list-style-type: none">• CDIM Engineering, Inc.• AEW Engineering, Inc.• EnviroSurvey, Inc.
Compliance with Chapter 14B Local Business Enterprise Ordinance:	The Contract Monitoring Division (CMD) waived the Local Business Enterprise (LBE) subcontracting requirement for this contract.

	<p>CDIM Engineering, Inc. submitted LBE subconsultant participation of 1% with its proposal.</p> <p>AEW Engineering, Inc. submitted LBE subconsultant participation of 4% with its proposal.</p> <p>EnviroSurvey, Inc. submitted LBE subconsultant participation of 12.5% with its proposal.</p>
Other Compliance:	N/A
Additional Information:	N/A
Attachments:	<p>Attachment 1: Tabulation of Scores and Ranking</p> <p>Attachment 2: SCA Environmental Selecting RFQ 9659</p> <p>Attachment 2: CMD Determination Memo</p> <p>Attachment 3: Resolutions</p>

**PUBLIC WORKS COMMISSION
CITY AND COUNTY OF SAN FRANCISCO**

RESOLUTION NO. _____

WHEREAS, On November 7, 2024, San Francisco Public Works (Public Works) advertised the Request for Qualifications (RFQ) for As-Needed Environmental Consulting Services 2025 (Micro-LBE Set-Aside Program) to establish a pool of qualified consultants; and

WHEREAS, The not-to-exceed contract amount is anticipated to be \$1,500,000; and the contract will have a duration of 1,825 calendar days for these services, and

WHEREAS, An increase of \$750,000 to the not-to-exceed amount contingency is requested; and

WHEREAS, Public Works intended to award contracts to a total of 3 pre-qualified prime consultants or joint ventures through the RFQ; and

WHEREAS, This is a Micro LBE Set Aside contract and there is no Local Business Enterprise (LBE) subcontracting requirement; and

WHEREAS, On December 12, 2024, Public Works received five proposals in response to the RFQ; and

WHEREAS, The City found all five proposals to be responsive and responsible, and they were evaluated and scored by a panel comprised of individuals knowledgeable on the subject matter of this RFQ; optional oral interviews were not conducted; and

WHEREAS, Proposer AEW Engineering, Inc. ranked second in the RFQ; now, therefore, be it

RESOLVED, That this Commission hereby awards Public Works professional Services Contract, As-Needed Environmental Consulting Services 2025 (Micro-LBE Set-Aside Program), in an amount not to exceed \$1,500,000, with a contract duration of 1,825 calendar days to AEW Engineering, Inc; and be it

FURTHER RESOLVED, that this Commission hereby approves an increase of \$750,000 to the not-to-exceed amount contingency.

I hereby certify that the foregoing resolution was adopted by the Public Works Commission at its meeting of _____.

Commission Affairs Manager
Public Works Commission



**City and County of San Francisco
San Francisco Public Works
Project Controls and Services**



PROFESSIONAL SERVICES RFQ
TABULATION OF SCORES

Title: As-Needed Environmental Consulting Services (ECS 2025 MLBE)

Sourcing Event ID No.: 9660

Date Proposals Received: December 12, 2024

Firm Name	LBE Bonus %	Final Score	Final Rank
SCA Environmental, Inc.	N/A	1,157.75	1
CDIM Engineering, Inc.	N/A	1,152.25	2
AEW Engineering, Inc.	N/A	1,150.75	3
EnviroSurvey, Inc.	N/A	1,109.50	4
Aurora Environmental Services, Inc.	N/A	1,104.75	5

City & County of San Francisco
Daniel Lurie, Mayor



Office of the City Administrator
Carmen Chu, City Administrator
Contract Monitoring Division
Stephanie Tang, Director

MEMORANDUM

Date: March 21, 2025

To: Project Controls & Services Team, Public Works
Contract Administration, Public Works

From: Vivian Liu, Contract Monitoring Division

Subject: REVISED CMD Review of Proposals Submitted on December 12, 2024 for 0000009660 - As-Needed Environmental Consulting Services (Micro-LBE Set-Aside Program) (ECS 2025 Micro)

This memo has been updated to reflect the corrected tabulation of scores provided by Department of Public Works ("DPW").

****Note to PW -- Please use the tables with the blue headers for your Peoplesoft project team entry.**

Rating bonus, LBE subconsulting requirement, and Good Faith Outreach requirements are not applicable to Micro-LBE Set Aside contracts.

Proposer	Rank	LBE Status, Type and Size	Final Score
S C A ENVIRONMENTAL INC	1	LBE-WBE (Micro)	1,157.75
CDIM ENGINEERING, INC.	2	LBE-OBE (Micro)	1,152.25
A E W ENGINEERING INC	3	LBE-MBE (Micro)	1,150.75
ENVIROSURVEY INC	4	LBE-MBE (Micro)	1,109.50
Aurora Environmental Services, Inc.	5	LBE-WBE (Micro)	1,104.75

The RFP indicates that a contract will be awarded to the three (3) highest ranked proposers.

S C A ENVIRONMENTAL INC (Rank 1) submitted proposals to Sourcing Event #0000009659 and #0000009660 (Micro), and was eligible for contract awards in both solicitations. However, since a firm can only be awarded one contract between these two sourcing events, S C A ENVIRONMENTAL INC chose to pursue Sourcing Event #0000009659.

The following firms have met the Micro-LBE Set Aside program requirement by specifying self-performance of more than 25% of the contract work.

In their proposal, CDIM ENGINEERING, INC listed the following subcontractors on this contract.

Supplier Name	Scope of Work	LBE	LBE Size	LBE Percent	Percent Of Work
Environmental Science Associates	Technical support in noise, terrestrial and aquatic biology, cultural resources, water resources, regulatory permitting, land use planning, visual resources, transportation, restoration, climate change, and sustainability				10.0%
Ramboll Americas Engineering Solutions, Inc.	Air Quality				6.0%
Millennium Consulting Associates	Design and Management of Asbestos and Demolition Projects				1.0%
PeneCore Drilling, Inc.	Drilling				10.0%
Cascade Drilling	Drilling				1.0%
Eurofins	Analytical Laboratory				1.0%
McCampbell Analytical Inc.	Laboratory				10.0%
Enthalpy Analytical	Laboratory				1.0%
Costera Waste & Environmental, Inc.	Waste Management				1.0%
Safe2Core	Underground Line Locating				1.0%
Martin M. Ron Associates	Surveying				1.0%

In their proposal, A E W ENGINEERING INC listed the following subcontractors on this contract.

Supplier Name	Scope of Work	LBE	LBE Size	LBE Percent	Percent Of Work
S C A ENVIRONMENTAL INC	Ambient air quality; Indoor air quality; Environmental assessment, audits, compliance, mitigation monitoring; Health and safety and industrial hygiene; Redevelopment and land use; Water and wastewater quality; Noise and vibration monitoring	LBE	MICR	100.0%	4.0%
Asbestos TEM Laboratories, Inc.	Laboratory Services				5.0%

McC Campbell Analytical, Inc.	Analytical Laboratory Testing Services				5.0%
NewFields	Aerial mapping and surveys; Environmental assessment, audits, compliance, mitigation monitoring; Geographic and environmental information management systems; Health and safety and industrial hygiene; Marine and freshwater biology, chemistry, limnology; Risk assessment; Toxicology and ecotoxicology; Water and wastewater quality; Noise and vibration monitoring				5.0%
Pitcher Drilling Co.	Drilling Services				10.0%
SWCA, Incorporated dba SWCA Environmental	"Archaeology; Ambient air quality; Indoor air quality; Biology and habitat studies; Environmental remediation; Floodplain and surficial geology mapping and management; Geographic and environmental information management systems; Hydrology, hydrogeology and groundwater studies; Public outreach/community assessment; Stream biology and stream restoration of lakes and reservoirs; Water, watershed, and natural resources management; Water and wastewater quality"				1.0%

TRC Solutions	Aerial mapping and surveys; Ambient air quality; Indoor air quality; Biology and habitat studies; Environmental assessment, audits, compliance, mitigation monitoring; Environmental remediation; Floodplain and surficial geology mapping and management; Geographic and environmental information management systems; Health and safety and industrial hygiene, Hydrology, hydrogeology and groundwater studies; Industrial pretreatment criteria and studies; Marine and freshwater biology, chemistry, limnology; Public outreach/community assessment; Redevelopment and land use; Risk assessment; Stream biology and stream restoration of lakes and reservoirs; Toxicology and ecotoxicology; Underground storage tank compliance testing and management; Water, watershed, and natural resources management; Water and wastewater quality; Noise and vibration monitoring				5.0%
Wilson Ihrig	Noise and Vibration Monitoring				3.0%

In their proposal, ENVIROSURVEY INC listed the following subcontractors on this contract.

Supplier Name	Scope of Work	LBE	LBE Size	LBE Percent	Percent Of Work
CDIM ENGINEERING, INC.	Site Assessment, Environmental/Geologist, Solid Waste Management, Storm Water Management	LBE	MICR	100.0%	10.0%
CELANALYTICAL INC	Microbiology laboratory	LBE	MICR	100.0%	10.0%
Millennium Consulting Associates	Environmental Consulting / Soil and GW characterization/ Risk Assessment/Toxicology				10.0%
Pacific Legacy	Archeology Consultant / Historical Preservation				2.5%
Sierra Overhead Analytics, Inc.	Professional Engineering, remote sensing data analysis				5.0%
Cascade Drilling	Drilling Subcontractor				10.0%
McC Campbell Analytical Inc.	ELAP Certified Environmental Laboratory				10.0%
Enthalpy Analytical	Laboratory				1.0%
EMSL Laboratory	Hazardous Materials Laboratory				2.5%

CMD finds CDIM ENGINEERING, INC., A E W ENGINEERING INC, and ENVIROSURVEY INC are responsive to pre-award requirements of Chapter 14B. Once awarded, the contracts will be monitored for compliance with 14B requirements.

Primary CMD contact for the contract: Antonio Tom, antonio.tom@sfgov.org

CMD must be contacted immediately for:

- Subcontractor addition/substitution;
- Contract modification that cumulatively increases the original contract value by 20%;
- Prompt payment issues;
- Any other issues pertaining to LBE subcontractor participation.

Noncompliance may result in penalties, including monetary fines. Please communicate with CMD early.

[CCO/VL]



Jun Caranto, PE, Acting Bureau Manager | Project Controls & Services

severino.caranto@sfdpw.org | T. 628.271.2206 | 49 South Van Ness Ave. Suite 700, San Francisco, CA 94103

February 4, 2025

S C A Environmental, Inc.
320 Justin Drive
San Francisco, CA 94112

sent by email: ccodemo@sca-enviro.com

ATTN: Ms. Codemo

SUBJECT: Sourcing Event ID 9659 – As-Needed Environmental Consulting Services (ECS 2025), and
 Sourcing Event ID 9660 – As-Needed Environmental Consulting Services (Micro-LBE Set-Aside Program) (ECS 2025 MLBE)

Dear Ms. Codemo,

I am pleased to inform S C A Environmental, Inc. that, based on the written proposal evaluation, the firm apparently scored high enough on both Sourcing Event ID's 9659 and 9660 (Micro LBE) for a contract. As advertised in both RFQ's, only one contract will be awarded to a consultant for Environmental Consulting Services.

Please tell us which RFQ you would like to pursue by checking one box below, signing, dating this letter, and emailing it to Olivia.Lee@sfdpw.org by 5:00PM, Friday, February 7, 2025 or earlier.

SELECTION

☒ Sourcing Event ID 9659

☐ Sourcing Event ID 9660 (Micro LBE)

Sincerely,

A handwritten signature in black ink, appearing to read "Olivia Lee".

Olivia Lee
Contract Manager

Signature: A handwritten signature in blue ink, appearing to read "Olivia Lee".
Date: 2/5/2025

Firm: SCA Environmental, Inc.