



Meeting Date: December 11, 2025

To: Public Works Commission

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

From: Allison N. Chan, Contract Manager

Subject: As-Needed Architectural Services for Health Facilities No.3, Contract ID 1000027302 - Contract Modification

Director's Recommendation: Approve Modification to As-Needed Architectural Services for Health Facilities No.3, Contract ID 1000027302 with Perkins Eastman Architects, DPC to increase the not-to-exceed contract amount by \$1,000,000 for a new not-to-exceed amount of \$3,000,000.

Contract Background: Perkins Eastman Architects, DPC, with its team of sub-consultants, shall provide architectural and multi-discipline design services involving renovation, relocation, adaptive re-use of existing health facilities, installation of specialized medical equipment, modifications to life safety systems and other infrastructure, and new health facilities. The consultant's team may provide the requested services for an entire project, a portion of a project, or a project phase.

Reason for Modification: The proposed modification would increase the contract amount by \$1,000,000. The additional contracting capacity will be used to award additional contract service orders under the As-Needed Architectural Services for Health Facilities No.3 on an as-needed basis. These as-needed contract service orders are necessary to support Public Works staff with their workload and to harness the consultant team's specialized services.

Contract Details:

Contract Title:	As-Needed Architectural Services for Health Facilities No.3
Personal Services Contract No. (Required for Professional Services Only):	The Civil Service Commission approved the original contract on April 19, 2021 (43997-20/21)
Contract Original Award Amount:	Up to \$2,000,000
Contract Original Duration:	1,825 days
Contractor Name:	Perkins Eastman Architects, DPC

Summary of Total Amounts:

	Contract Amount	Contract Duration	Contract Dates
Original Contract Amount:	\$2,000,000.00	1,825 days	1/23/2023 – 1/22/2028
Previous Approved Modifications:	-	-	-
Proposed Modification:	\$1,000,000.00	0 days	1/23/2023 – 1/22/2028
Total Contract Values, if approved	\$3,000,000.00	1,825 days	1/23/2023 – 1/22/2028

Previously Approved Modifications:

Modification	Amount	Extension (days)	Description
Mod #1	\$0.00	0 Days	Add one (1) job classification.
Mod #2	\$0.00	0 Days	Adjust scope.
Mod #3	\$0.00	0 Days	Add one (1) subconsultant.
Mod #4	\$0.00	0 Days	Adjust billing rates based on the Consumer Price Index.

Contract Funding Sources:	Client funding, depending on the project
Compliance Information:	Public Works Contract Administration staff verified that the Consultant complies with the Equal Benefits Provisions of Article 131 of the City's Administrative Code. Contract Monitoring Division (CMD) established a Local Business Enterprise (LBE) subcontracting requirement of 20% for this contract.
Related Commission Actions:	N/A
Additional Information:	N/A
Attachments:	Attachment 1: CMD Approval of MA Mod 5 Attachment 2: Resolution

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

RESOLUTION NO. _____

WHEREAS, On December 2, 2022, San Francisco Public Works awarded As-Needed Architectural Services for Health Facilities No.3, Contract ID 1000027302 to Perkins Eastman Architects, DPC in the amount of \$2,000,000 with a contract duration of 1,825 calendar days; and

WHEREAS, An increase to the not-to-exceed contract amount by \$1,000,000 is requested for As-Needed Architectural Services for Health Facilities No.3; and

WHEREAS, This \$1,000,000 increase to the contract will still be within the approved Personal Services Contract amount; now, therefore, be it

RESOLVED, That this Commission hereby approves modification No. 5, an increase to the not-to-exceed contract amount by \$1,000,000, for a new not-to-exceed amount of \$3,000,000, for As-Needed Architectural Services for Health Facilities No.3, with Perkins Eastman Architects, DPC.

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

Commission Affairs Manager
Public Works Commission



MEMORANDUM

Date: November 19, 2025

To: Allison Chan, PW
Jacky Ng, PW

From: James Chung, CMD

Subject: Modification No. 5 for 1000027302 - As-Needed Architectural Services for Health Facilities No. 3

Public Works ("PW") has requested a modification for the above referenced contract by increasing the contract amount by \$1,000,000 for a total agreement amount of \$3,000,000. Per the Prime Consultant, Perkins Eastman Architects ("Perkins Eastman"), the scope of work for Modification No. 5 consists of continuing their A/E work under their agreement.

LBE Subcontracting Participation

The LBE subcontracting participation requirement established for this contract is 20%. The subcontracting participation requirement applies to the entire contract including any amendments, change orders and modifications. As of 11/11/2025, Perkins Eastman has invoiced \$1,327,229.56. The LBE participation on Perkins Eastman's CMD Form 2A at the time of proposal and the LBE participation achieved to-date is as follows:

Subcontractor	Scope of Work	LBE Status	Original LBE Credited Participation	Participation To-Date (Not Including Mod. 5)	
ABA	Project Scheduling & Civil Engineering	SF LBE-Micro	1.00%	\$0.00	0.00%
Adrienne Wong Associates	Landscape Architect	SF LBE-Micro	2.00%	\$0.00	0.00%
Bello & Associates	Structural Engineering	SF LBE-Micro	5.00%	\$0.00	0.00%
Lahue & Associates	Signage & Wayfinding	SF LBE-Micro	1.00%	\$0.00	0.00%
MHC Engineers, Inc.	MEP & Fire Protection	SF LBE-Small	17.00%	\$48,056.93	3.62%
Emily Borland Specs.	Architecture and Specifications	SF LBE-Micro	2.00%	\$0.00	0.00%
Studio GOGO	Interior Design	SF LBE-Micro	2.00%	\$0.00	0.00%
Vibro-Acoustics Consultants	Acoustical Engineering	SF LBE-Micro	2.00%	\$0.00	0.00%
Ryan Joyce Structural Design	Structural	SF LBE-Micro	n/a	\$112,767.35	8.50%
MK Engineers	MEP	SF LBE-Micro	n/a	\$64,585.49	4.87%
Bay Area Consulting Engineers	Electrical	SF LBE-Micro	n/a	\$156,146.40	11.76%
Total			32.00%	\$381,556.17	28.75%

On As-Needed contracts, the project team is assembled based on the anticipated needs outlined in the RFP. However, the extent to which firms are utilized will vary depending on the department's needs during the contract term. Per Perkins Eastman, excluding Bellow & Associates, the LBEs with 0% participation to-date were not required on any CSOs issued to-date.

Bello & Associates ("Bello"), listed to perform structural engineering, was not utilized due to disagreements with the subcontract terms. Per the email correspondence provided by the prior CMD Representative, Selormey Dzikunu, after numerous failed attempts to come to an agreement with Bello, Perkins Eastman added LBE firm, Ryan Joyce Structural Design, to perform structural engineering services.

Projected LBE Participation

Due to the nature of As-Needed contracts, LBE participation is determined by the PW assignments issued throughout the master agreement, therefore, it is impossible to provide an exact LBE projection. Perkins Eastman's current LBE projection is as follows:

Subcontractor	Scope of Work	LBE Status	Projected Participation for Entire Contract (Including Mod. 5)	
ABA	Project Scheduling & Civil Engineering	SF LBE-Micro	\$0.00	0.00%
Adrienne Wong Associates	Landscape Architect	SF LBE-Micro	\$0.00	0.00%
Bello & Associates	Structural Engineering	SF LBE-Micro	\$0.00	0.00%
Lahue & Associates	Signage & Wayfinding	SF LBE-Micro	\$0.00	0.00%
MHC Engineers, Inc.	MEP & Fire Protection	SF LBE-Small	\$153,412.78	5.11%
Emily Borland Specs.	Architecture and Specifications	SF LBE-Micro	\$0.00	0.00%
Studio GOGO	Interior Design	SF LBE-Micro	\$0.00	0.00%
Vibro-Acoustics Consultants	Acoustical Engineering	SF LBE-Micro	\$0.00	0.00%
Ryan Joyce Structural Design	Structural	SF LBE-Micro	\$144,846.83	4.83%
MK Engineers	MEP	SF LBE-Micro	\$84,503.33	2.82%
Bay Area Consulting Engineers	Electrical	SF LBE-Micro	\$178,069.08	5.94%
Total			\$560,832.02	18.69%

The projected LBE participation in the above table is based on anticipated LBE work under executed CSOs. With the additional contract capacity authorized through Modification 5, Perkins Eastman will continue to assign work to their listed LBE subcontractors as additional tasks are authorized.

In 2024, CMD investigated a complaint from an LBE regarding delayed payment by Perkins Eastman. CMD has since warned Perkins Eastman that it must comply with the City's Prompt Payment Provisions. Under the San Francisco Administrative Code, Chapter 14B.7(H)(9)(A) and (B), prime contractors are required to pay their subcontractors within three (3) working days of receiving payment from the City. Furthermore, subcontractor payment requests must be included in the prime's payment application to the City within 30 days. Failure to comply with the City's Prompt Payment Provisions may result in CMD imposing any of the following sanctions:

- (1) Declare a Bid non-responsive;
- (2) Suspend a Contract;
- (3) Withhold Contract payments;

- (4) Assess contractual or statutory penalties;
- (5) Debar a Bidder under Chapter 28;
- (6) Revoke certification

Going forward, PW staff and Perkins Eastman will continue to obtain CMD approval for each subcontractor addition and LBE substitution in accordance with established procedures. Additionally, to ensure compliance with the LBE ordinance and requirements, PW and Perkins Eastman must notify CMD of any changes to the scope of work as well as any changes to information previously provided to CMD. Contingent on the conditions set forth above, CMD approves the subject modification.

Should you have any questions, please contact James Chung at James.Chung@sfgov.org.