



Meeting Date: July 23, 2026

To: Public Works Commission

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

From: Jacky Ng, Contract Manager

Subject: As-Needed Electrical Engineering Services No. 4, Contract ID 1000030241 – Contract Modification

Director's Recommendation: Approve the modification to As-Needed Electrical Engineering Services No. 4, Contract ID 1000030241 with GHD, Inc. to increase the not-to-exceed contract amount by \$600,000 for a new total not-to-exceed contract amount of \$1,800,000.

Contract Background: GHD, Inc., with its team of sub-consultants, shall provide electrical engineering services and other related services on an as-needed basis. The Consultant will perform highly specialized professional electrical engineering tasks that include surge analysis, constructability analysis, condition assessment reports, field investigations, third-party Quality Assurance/Quality Control (QA/QC) peer reviews, value engineering, power system reliability studies, construction support, peer review validation, and other consultation work. Consultant 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 \$600,000. The additional contracting capacity will be used to award additional contract service orders under the As-Needed Electrical Engineering Services No. 4 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's specialized services.

Contract Details:

Contract Title:	As-Needed Electrical Engineering Services No. 4
Personal Services Contract No. (Required for Professional Services Only):	The Civil Service Commission approved the original contract on June 5, 2023 (46269-22/23).
Contract Original Award Amount:	Up to \$1,200,000
Contract Original Duration:	1,825 days

Contractor Name:	GHD, Inc.
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Summary of Total Amounts:

	Contract Amount	Contract Duration	Contract Dates
Original Contract Amount:	\$1,200,000.00	1,825 Days	12/18/2023-12/17/2028
Previous Approved Modifications:	-	-	-
Proposed Modification:	\$600,000.00	0 days	12/18/2023-12/17/2028
Total Contract Values, if approved	\$1,800,000.00	1,825 Days	12/18/2023-12/17/2028

Previously Approved Modifications:

Modification	Amount	Extension (days)	Description
N/A	N/A	N/A	N/A

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 Attachment 2: Resolution

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

RESOLUTION NO. _____

WHEREAS, On October 20, 2023, San Francisco Public Works awarded As-Needed Electrical Engineering Services No. 4, Contract ID 1000030241 to GHD, Inc. in the amount of \$1,200,000 with a contract duration of 1,825 calendar days; and

WHEREAS, An increase to the not-to-exceed contract amount by \$600,000 is requested for As-Needed Electrical Engineering Services No. 4; and

WHEREAS, This \$600,000 increase to the contract will still be within the approved Personal Services Contract (PSC) amount approved by the Civil Service Commission on June 5, 2023; now, therefore, be it

RESOLVED, That this Commission hereby approves the Modification, an increase to the not-to-exceed contract amount by \$600,000, for a new not-to-exceed amount of \$1,800,000, for As-Needed Electrical Engineering Services No. 4, with GHD, Inc.

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: June 15, 2026

To: Jacky Ng, SF Public Works

CC: Jessica Napier, GHD
Kristine Merkel Hein, GHD

From: Ivan Oldenkamp, Contract Monitoring Division

Subject: 1000030241 As-Needed Electrical Engineering Services No. 4 – Modification Request #1

SF Public Works (DPW) has requested to modify the above referenced contract by \$600,000.00 for a total agreement of \$1,800,00.00. Per DPW, the scope of work for Amendment No. 1 consists of continuing to provide as-needed electrical engineering design and peer review services.

LBE Subconsulting Participation

The Micro/Small-LBE subconsulting participation requirement established for this contract is 20%. The Micro/Small-LBE subconsulting participation requirement applies to the entire contract including any modifications, change orders and amendments. The Micro/Small-LBE participation reflected by GHD, the prime consultant, on their CMD Form 2A submitted at time of proposal is as follows:

Subcontractor	Scope of Work	Status, Type and Size	LBE Credited Participation
EDesignC, Inc.	Electrical Engineering	SF LBE (MICR)	10.0%
NBA Engineering, Inc.	Mechanical Engineering	SF LBE (Micro)	10.0%
		TOTAL	20.0%

As of June 9, 2026, GHD invoiced \$864,428.30. The Micro/Small-LBE participation achieved by GHD is as follows:

Subcontractor	Scope of Work	Status, Type and Size	Credited LBE Participation	LBE Participation To-Date (NOT including Amendment No. 1)	
				Invoiced	
EDesignC, Inc.	Electrical Engineering	SF LBE (MICR)	10.0%	\$0.00	0.0%

NBA Engineering, Inc.	Mechanical Engineering	SF LBE (Micro)	10.0%	\$0.00	0.0%
TOTAL			20.0%	\$0.00	0.0%

Pursuant to communications with DPW, EDesignC, Inc.'s and NBA Engineering, Inc.'s LBE participation to-date is at 0.00% because GHD was requested to continue their own scope of work on projects from a previous contract which expired.

Per CMD Form 10 submitted by GHD, they intend to use their LBE subcontractors in the same proportions as their listed amounts going forward.

GHD anticipates meeting its 20.0% Micro/Small-LBE commitment, as follows:

Subcontractor	Scope of Work	Status, Type and Size	Amount Invoiced To-Date	Projected LBE Participation for entire contract including this Amendment No. 1	
EDesignC, Inc.	Electrical Engineering	SF LBE (MICR)	\$0.00	\$180,000.00	10.0%
NBA Engineering, Inc.	Mechanical Engineering	SF LBE (Micro)	\$0.00	\$180,000.00	10.0%
TOTAL			\$0.00	\$360,000.00	20.0%

Going forward, DPW staff and GHD will obtain CMD approval for each subconsultant addition and LBE substitution according to established procedures. Additionally, in order to ensure compliance with the LBE ordinance and requirements, DPW and GHD must notify CMD of any changes to the scope of work. Contingent on the conditions set forth above, CMD approves the subject modification.

Should you have any questions, please contact Ivan Oldenkamp at ivan.oldenkamp@sfgov.org.