



Meeting Date: July 24, 2025

To: Public Works Commission

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

From: Jacky Ng, Contract Manager

Subject: As-Needed Infrastructure Engineering Support Services No. 2, Contract ID 1000026402 – Contract Modification

Director's Recommendation: Approve the modification to As-Needed Infrastructure Engineering Support Services No.2, Contract ID 1000026402 with Dabri Incorporated to increase the not-to-exceed contract amount by \$1,500,000 for a new total not-to-exceed amount of \$4,500,000.

Contract Background: Under this contract, Dabri Incorporated, with its team of sub-consultants, shall provide infrastructure engineering support services and other related services on an as-needed basis. The consultant performs highly specialized civil engineering and surveying tasks that include reviewing various agreements, project documents, standards, regulations, codes, master utility plans, and various specifications; assisting in updating entitlement documents; coordinating shut-downs, relocations, and transitions of existing streets and utility systems; preparing and processing mapping applications, conditions of approval related to tentative maps, public improvement agreements related to final maps, lot line adjustment, merger, transfer maps, and final map applications; assisting in the review of boundary surveys, ALTA surveys, records of survey; assisting in preparation of public improvement agreements, acquisition agreements, encroachments, easement, and other map related services; reviewing planned infrastructure systems and identifying issues and conflicts at land transfers; facilitating the City Plan Review Process; coordinating infrastructure and mapping meetings; providing technical support on infrastructure design issues and analyzing schedule impacts; reviewing cost estimates for bonding or acquisition purposes; assisting in preparation of documents for acceptance and acquisition of completed improvements; assisting in bond reduction determinations; assisting in determination of completeness of infrastructure systems, and coordinating horizontal improvement changes resulting from vertical improvements. A 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 \$1,500,000. The additional contracting capacity will be used to award additional contract service orders under the As-Needed Infrastructure Engineering Support Services No. 2 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 Infrastructure Engineering Support Services No. 2
Personal Services Contract No. (Required for Professional Services Only):	The Civil Service Commission approved the original contract on April 18, 2022 (48613-21/22)
Contract Original Award Amount:	Up to \$3,000,000
Contract Original Duration:	1,825 days
Contractor Name:	Dabri Incorporated

Summary of Total Amounts:

	Contract Amount	Contract Duration	Contract Dates
Original Contract Amount:	\$3,000,000.00	1,825 Days	9/27/2022 – 9/26/2027
Previous Approved Modifications:	-	-	-
Proposed Modification:	\$1,500,000.00	0 days	9/27/2022 – 9/26/2027
Total Contract Values, if approved	\$4,500,000.00	1,825 Days	9/27/2022 – 9/26/2027

Previously Approved Modifications:

Modification	Amount	Extension (days)	Description

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 25% for this contract.
Related Commission Actions:	N/A

Additional Information:	N/A
Attachments:	Attachment 1: CMD Approval of MA Mod 1 Attachment 2: Resolution

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

RESOLUTION NO. _____

WHEREAS, On September 27, 2022, San Francisco Public Works awarded As-Needed Infrastructure Engineering Support Services No. 2, Contract ID 1000026402 to Dabri Incorporated in the amount of \$3,000,000 with a contract duration of 1,825 calendar days; and

WHEREAS, An increase to the not-to-exceed contract amount by \$1,500,000 is requested for As-Needed Infrastructure Engineering Support Services No. 2; and

WHEREAS, This \$1,500,000 increase to the contract will be within the approved Personal Services Contract amount; now, therefore, be it

RESOLVED, That this Commission hereby approves modification No. 1, an \$1,500,000 increase to the not-to-exceed contract amount, for a new total not-to-exceed amount of \$4,500,000, for As-Needed Infrastructure Engineering Support Services No. 2, with Dabri Incorporated.

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 20, 2025

To: Jacky Ng, SF Public Works
Allison Chan, SF Public Works

CC: Ajay Singh, Dabri Inc.

From: Ivan Oldenkamp, Contract Monitoring Division

Subject: 1000026402 As-Needed Infrastructure Engineering Support Services No. 2 – Dabri, Inc.

SF Public Works ("PW") has requested an amendment for the above referenced contract by increasing the contract amount by \$1,500,000 for a total agreement amount of \$4,500,000. Per PW, the scope of work for Amendment No. 1 consists of continuing to provide infrastructure engineering support services on an as-needed basis.

LBE Subconsulting Participation

The Micro/Small-LBE subconsulting participation requirement established for this contract is 25%. 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 on the Proposer's, Dabri, Inc.'s ("Dabri"), CMD Form 2A at the time of proposal is as follows:

Subcontractor	Scope of Work	Status	LBE Credited Participation
Hydroconsult Engineers Inc.	Hydraulic work	SF LBE - WBE (Micro)	2.00%
Avila Associates	Construction, civil engineering	SF LBE - WBE (Small)	6.00%
Joe Hill Consulting Engineers	Utilities systems	SF LBE - OBE (Micro)	4.00%
LEE Incorporated	Utilities, mapping, surveying	SF LBE - WBE (Micro)	8.00%
Meridian Surveying Engineering Inc.	Mapping and surveying	SF LBE - OBE (Micro)	5.00%
Telamon Engineering Consultants	Planning, utility, engineering, Mapping & survey	SF LBE - WBE (Small)	10.00%
Mike O'Dell Surveys	Land survey	SF LBE - OBE (Micro)	3.00%
		TOTAL	38.00%

As of May 22, 2025, Dabri invoiced \$1,981,066.55. The Micro/Small-LBE participation achieved by Dabri is as follows:

Subcontractor	Scope of Work	Status	Credited LBE Participation	LBE Participation To-Date (NOT including Amendment No. 1)	
				Invoiced	
Hydroconsult Engineers Inc.*	Hydraulic work	SF LBE-MBE (Micro)	2.00%	\$0.00	0.00%
Avila Associates	Construction, civil engineering	SF LBE-WBE (Small)	6.00%	\$0.00	0.00%
Joe Hill Consulting Engineers	Utilities systems	SF LBE-MBE (Small)	4.00%	\$0.00	0.00%
LEE Incorporated	Utilities, mapping, surveying	SF LBE-OBE (Micro)	8.00%	\$0.00	0.00%
Meridian Surveying Engineering Inc.	Mapping and surveying	SF LBE-MBE (Micro)	5.00%	\$0.00	0.00%
Telamon Engineering Consultants	Planning, utility, engineering, Mapping & survey	SF LBE-MBE (Small)	10.00%	\$0.00	0.00%
Mike O'Dell Surveys	Land survey	SF LBE-WBE (Micro)	3.00%	\$0.00	0.00%
TOTAL			38.00%	\$0.00	0.00%

*Dabri's LBE subconsultant Hydroconsult Engineers is no longer in business and is no longer on the project team. Dabri has redistributed Hydroconsult's percent of the contract to Avila Associates.

Through conversations with Dabri and PW, CMD has been informed that PW is utilizing Dabri's contract for staff augmentation in order to perform plan checking and permit coordinating tasks on location at 49 South Van Ness, which has presented very limited opportunities for subconsulting. When PW requires this type of work, it reaches out to their as-needed contract holders for resumes and qualifications of potential candidates. PW has stated that they expect this contract to be used in a similar manner for the remainder of its duration.

CMD met with Dabri on June 9, 2025 to discuss the LBE participation shortfall on this contract and the outreach efforts they have undertaken. Dabri has been actively contacting their LBE subconsultants for candidates to fill these roles and has broadened their outreach to include other LBE firms as well. To date, PW has selected only LEE Incorporated's candidate for hire. LEE Incorporated's task order is expected to be \$181,500.00, but they have not yet invoiced for their work, so their participation is 0% at the time of this modification request.

Dabri is still committed to utilizing Micro/Small-LBE subconsultants listed at the time of proposal. However, based on the scopes of work which PW has requested from this contract, Dabri will not meet the LBE subconsulting requirement committed at time of proposal.

Going forward, PW staff and Dabri 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, PW and Dabri must notify CMD of any changes to the scope of work. Contingent on the conditions set forth above, CMD approves the subject amendment.

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