



Meeting Date: May 14, 2026

To: Public Works Commission

Through: Carla Short, Public Works Director
Albert Ko, Deputy Director

From: Robert C. Begley, Contract Manager

Subject: As-Needed Environmental Planning Services 2024,
Contract ID 1000035257 – Contract Modification

Director’s Recommendation: Approve Modification No. 1 to As-Needed Environmental Planning Services 2024, Contract ID 1000035257 with Panorama Environmental, Inc., to increase the not-to-exceed contract amount by \$500,000 for a new not-to-exceed amount of \$1,500,000.

Contract Background: Panorama Environmental, Inc., with its team of sub-consultants, shall provide environmental planning services and other related services on an as-needed basis. The consultant performs environmental planning 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. Scope of work include but are not limited to: 1) project planning services, 2) planning-related reports and studies, 3) environmental compliance monitoring, and other related professional services. 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 \$500,000. The additional contracting capacity will be used to award additional contract service orders under the As-Needed Environmental Planning Services 2024 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 Environmental Planning Services 2024
Personal Services Contract No. (Required for Professional Services Only):	The Civil Service Commission approved the original contract on December 02, 2024 (DHRPSC0004147).
Original Contract Award Amount:	Up to \$1,000,000

Original Contract Duration:	1,825 days
Contractor Name:	Panorama Environmental, Inc.

Summary of Total Amounts:

	Contract Amount	Contract Duration	Contract Dates
Original Contract Amount:	\$1,000,000.00	1,825 Days	3/25/2025 – 3/24/2030
Previous Approved Modifications:	-	-	-
Proposed Modification:	\$500,000.00	0 days	3/25/2025 – 3/24/2030
Total Contract Values, if approved:	\$1,500,000.00	1,825 Days	3/25/2025 – 3/24/2030

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:	<p>Public Works Contract Administration staff verified that the Consultant complies with the Equal Benefits Provisions of Article 131 of the City’s Administrative Code.</p> <p>Contract Monitoring Division (CMD) established a Local Business Enterprise (LBE) subcontracting requirement of 25% for this contract.</p> <p>Consultant Panorama Environmental, Inc. is committed to a 27% LBE subconsultant participation in its proposal.</p>
Related Commission Actions:	Original Contract Award Public Works Commission Resolution No. 2025-0008 dated February 13, 2025.
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 February 13, 2025, San Francisco Public Works awarded As-Needed Environmental Planning Services 2024, Contract ID 1000035257 to Panorama Environmental, Inc. in the amount of \$1,000,000 with a contract duration of 1,825 calendar days; and

WHEREAS, An increase to the not-to-exceed contract amount by \$500,000 is requested for As-Needed Environmental Planning Services 2024; and

WHEREAS, This \$500,000 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. 1, an increase to the not-to-exceed contract amount by \$500,000, for a new not-to-exceed amount of \$1,500,000, for As-Needed Environmental Planning Services 2024, with Panorama Environmental, 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: April 14, 2026
To: Olivia Lee, Public Works
From: Winnie Chen, CMD
Subject: Contract #: 1000035257 - AN Environmental Planning Services (EPS 2024) - Modification 1

The Department of Public Works (PW) has requested to modify the above-referenced contract by increasing the contract amount by \$500,000.00 for a new total not-to-exceed agreement amount of \$1,500,000.00. Pursuant to communications with PW, the scope of work for Modification No. 1 is to continue to provide as-needed environmental planning services.

CMD reviews modification requests that cumulatively increase the total contract amount by more than 20% of its original or last CMD approved value.

The LBE subcontracting participation requirement established for this contract is 25%. At the time of proposal, the prime contractor, Panorama Environmental Inc ("Panorama"), committed 27% of the total contract value to be performed by LBE subcontractors. The LBE subcontracting participation requirement applies to the entire contract, including any modifications, change orders, and amendments.

As of April 8, 2026, Panorama's Form 10 reports their amount invoiced for this contract is \$127,314.38. The following details Panorama's LBE subcontracting commitment listed on their CMD Form 2A at the time of proposal and their Micro/Small-LBE subcontracting participation to date:

LBE Subcontractor	Scope of Work	LBE Status and Size	Credited Participation (Listed at time of proposal)	Participation To-Date (Not Including Modification No. 1)	
ACUMEN INDUSTRIAL HYGIENE INC	Health and Safety Testing	LBE - Micro	1.00%	\$0.00	0.00%
ADAVANT CONSULTING	Transportation Planning	LBE - Micro	1.00%	\$0.00	0.00%
A G S INC	Phase I, Water	LBE - Micro	2.00%	\$0.00	0.00%
ARCHITECTURE + HISTORY LLC	Architectural Historian	LBE - Micro	5.00%	\$0.00	0.00%

BIOMAAS, INC.	Biological Resources	LBE - Small	1.00%	\$0.00	0.00%
BOUDREAU ASSOCIATION LLC	Environmental Permitting	LBE - Micro	1.00%	\$0.00	0.00%
DENISE BRADLEY CULTURAL LANDSCAPES	Cultural and Historical	LBE - Micro	5.00%	\$0.00	0.00%
Forget Me Not History LLC	Cultural and Historical	LBE - Micro	2.00%	\$0.00	0.00%
MERIDIAN SURVEYING ENGINEERING INC	Land Surveying	LBE - Micro	3.00%	\$0.00	0.00%
PreVision Design	Visual Analysis	LBE - Micro	1.00%	\$0.00	0.00%
RC DESIGN COLLABORATIVE	Urban Design/Public Outreach	LBE - Small	3.00%	\$0.00	0.00%
COAST RIDGE ECOLOGY LLC	Biological Resources	LBE - Micro	1.00%	\$0.00	0.00%
AVILA & ASSOC CONSULTING ENGINEERS INC	Biological Resources	LBE - Small	1.00%	\$0.00	0.00%
LBE TOTAL			27.00%	\$0.00	0.00%

Panorama has not yet utilized any of their LBE subcontractors. Their explanation, confirmed by Public Works, is that their LBE's scopes of work have not been required for any of the CSOs issued to date.

Panorama foresees that it will meet its LBE subcontracting participation commitment as follows:

LBE Subcontractor	Scope of Work	LBE Status and Size	Participation To-Date (Including Modification No. 1)	
ACUMEN INDUSTRIAL HYGIENE INC	Health and Safety Testing	LBE - Micro	\$15,000.00	1.00%
ADAVANT CONSULTING	Transportation Planning	LBE - Micro	\$15,000.00	1.00%
A G S INC	Phase I, Water	LBE - Micro	\$30,000.00	2.00%
ARCHITECTURE + HISTORY LLC	Architectural Historian	LBE - Micro	\$75,000.00	5.00%
BIOMAAS, INC.	Biological Resources	LBE - Small	\$15,000.00	1.00%

BOUDREAU ASSOCIATION LLC	Environmental Permitting	LBE - Micro	\$15,000.00	1.00%
DENISE BRADLEY CULTURAL LANDSCAPES	Cultural and Historical	LBE - Micro	\$75,000.00	5.00%
Forget Me Not History LLC	Cultural and Historical	LBE - Micro	\$30,000.00	2.00%
MERIDIAN SURVEYING ENGINEERING INC	Land Surveying	LBE - Micro	\$45,000.00	3.00%
PreVision Design	Visual Analysis	LBE - Micro	\$15,000.00	1.00%
RC DESIGN COLLABORATIVE	Urban Design/Public Outreach	LBE - Small	\$45,000.00	3.00%
COAST RIDGE ECOLOGY LLC	Biological Resources	LBE - Micro	\$15,000.00	1.00%
AVILA & ASSOC CONSULTING ENGINEERS INC	Biological Resources	LBE - Small	\$15,000.00	1.00%
LBE TOTAL			\$405,000.00	27.00%

Going forward, PW staff and Panorama will continue to notify and obtain CMD approval for any proposed subcontractor additions and/or substitutions according to established procedures. Additionally, in order to ensure compliance with the LBE ordinance and requirements, PW and Panorama must notify CMD of any changes to the scope of work. Contingent upon the conditions set forth above, CMD approves this modification.

Should you have any questions and/or concerns, please do not hesitate to contact me at winnie.chen3@sfgov.org.