



Meeting Date: September 10, 2024

To: Public Works Commission

Through: Carla Short, Public Works Director
Ron Alameida, Deputy Director & City Architect

From: Robert C. Begley, Contract Manager

Subject: As-Needed Environmental Consulting Services (MLBE),
Contract ID 1000017811 – Contract Modification

Director’s Recommendation: Approve Modification No. 1 to As-Needed Environmental Consulting Services (MLBE), Contract ID 1000017811 with CDIM Engineering, Inc. to increase the not-to-exceed contract amount by \$450,000 for a new not-to-exceed amount of \$1,350,000.

Contract Background: CDIM Engineering, Inc., with its team of sub-consultants, provides environmental consulting services, and other related services on an as-needed basis. The 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, 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 a project phase.

Reason for Modification: The proposed modification would increase the contract amount by \$450,000. The additional contracting capacity will be used to award additional contract service orders under the As-Needed Environmental Consulting Services (MLBE) 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 Consulting Services (MLBE)
Personal Services Contract No. (Required for Professional Services Only):	The Civil Service Commission approved the original contract on January 06, 2020 (43602-19/20), and the Department of Human Resources approved the increased contract amount on July 01, 2021.
Original Contract Award Amount:	Up to \$900,000

Original Contract Duration:	1,825 days
Contractor Name:	CDIM Engineering, Inc.

Summary of Total Amounts:

	Contract Amount	Contract Duration	Contract Dates
Original Contract Amount:	\$900,000.00	1,825 Days	12/9/2020 – 12/8/2025
Previous Approved Modifications:	-	-	-
Proposed Modification:	\$450,000.00	0 days	12/9/2020 – 12/8/2025
Total Contract Values, if approved:	\$1,350,000.00	1,825 Days	12/9/2020 – 12/8/2025

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 Chapter 12B of the City’s Administrative Code.</p> <p>Contract Monitoring Division (CMD) established a Local Business Enterprise (LBE) subcontracting requirement of 0% for this contract.</p> <p>Consultant CDIM Engineering, Inc. committed to LBE subconsultant participation of 5% in its proposal.</p>
Related Commission Actions:	N/A
Additional Information:	N/A
Attachments:	<p>Attachment 1: CMD Approval of MA Mod 1</p> <p>Attachment 2: Resolution</p>

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

RESOLUTION NO. _____

WHEREAS, On November 3, 2020, San Francisco Public Works awarded As-Needed Environmental Consulting Services (MLBE), Contract ID 1000017811 to CDIM Engineering, Inc. in the amount of \$900,000 with a contract duration of 1,825 calendar days; and

WHEREAS, An increase to the not-to-exceed contract amount by \$450,000 is requested for As-Needed Environmental Consulting Services (MLBE); and

WHEREAS, On July 1, 2021, Department of Human Resources approved the modification of Professional Service Contract (PSC) 43602-19/20 to increase the contract amount by \$450,000; and

WHEREAS, This \$450,000 increase to the contract will still be within the approved Personal Services Contract (PSC) amount; now, therefore, be it

RESOLVED, That this Commission hereby approves modification No. 1, an increase to the not-to-exceed contract amount by \$450,000, for a new not-to-exceed amount of \$1,350,000, for As-Needed Environmental Consulting Services (MLBE), with CDIM Engineering, 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

From: [Tom, Antonio \(ADM\)](#)
To: [Lee, Olivia \(DPW\)](#)
Subject: Re: Request for CMD Approval: Contract ID 1000017811, PW Order No. 203,812 CDIM Engineering, Inc. - AN Environmental Consulting Services 2020 (Micro-LBE) (ECS 2020 Micro) - Increasing Contracting Capacity by \$450,000
Date: Tuesday, June 18, 2024 4:15:06 PM

Hi Olivia,

CMD approves the contract modification.

Thanks,

Antonio

From: Lee, Olivia (DPW) <Olivia.Lee@sfdpw.org>
Sent: Tuesday, June 18, 2024 3:24 PM
To: Tom, Antonio (ADM) <antonio.tom@sfgov.org>
Subject: Request for CMD Approval: Contract ID 1000017811, PW Order No. 203,812 CDIM Engineering, Inc. - AN Environmental Consulting Services 2020 (Micro-LBE) (ECS 2020 Micro) - Increasing Contracting Capacity by \$450,000

Greetings Antonio,

Hope you are doing well.

We are working on modifying CDIM Engineering, Inc.'s Contract ID 1000017811, PW Order No. 203,812 – AN Environmental Consulting Services 2020 (Micro-LBE) (ECS 2020 Micro) - Increasing Contracting Capacity by \$450,000.

Below are:

1. CMD Form 10
2. CMD Modification Spreadsheet
3. Aggregate CMD Form 7 for the entire MA
4. Revised CMD Form 2A
5. CMD Determination Memo for RFQ 3335 (Micro-LBE Set-Aside Program)

Please review and provide CMD approval for this MA Mod.

Thank you!



Olivia Lee
Building Design and Construction | Project Controls & Services

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Email is still the best way to reach me during COVID-19.

sfpublicworks.org · twitter.com/sfpublicworks

Effective April 1, 2022, SF Public Works Ethics Policy says no gifts from the public or contractors, including coffee, pastry, gift baskets, etc.