



**Meeting Date:** December 2, 2022

**To:** Public Works Commission  
Lauren Post, Chair  
Fady Zoubi, Vice Chair  
Lynne Newhouse Segal  
Paul Woolford

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

**From:** Olivia Lee, Contract Manager

**Subject:** As-Needed Electrical Engineering Services No.2  
– Contract Modification

**Director’s Recommendation:** Approve Modification No. 3 to As-Needed Electrical Engineering Services No.2 Contract ID 1000016279 with GHD, 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:** GHD, Inc., with its team of sub-consultants, provides electrical engineering Services on an as-needed basis. The consultant is required to support the efforts of City staff in preparing plans, specifications, and cost estimates; perform field investigations and constructability analysis; write reports on condition assessments; provide drafting and project scheduling services, value engineering and peer review consultation, Quality Assurance/Quality Control (QA/QC) review, and recommendations for various types of work. The electrical engineering tasks may include electrical power distribution and lighting system design for both commercial and industrial type facilities that may involve low and medium voltage systems; design involving water and wastewater plant process improvements, power system coordination/reliability studies, process instrumentation and control system (I&C) design, and other electrical engineering consultations. Consultant may be required to provide the requested services for an entire project or for a portion of a project or for any project phase.

**Reason for Modification:** The proposed modification would increase the contract amount by \$500,000. The contracting capacity in the current contract is almost depleted. The additional contracting capacity will be used to award additional contract service orders under the As-Needed Electrical Engineering Services No.2 on 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:**

<b>Contract Title:</b>	As-Needed Electrical Engineering Services No.2
<b>Personal Services Contract No. (Required for Professional Services Only):</b>	The Civil Service Commission approved the original contract on June 17, 2019 (41426-18/19) and the Department of Human Resources approved the increased contract amount on May 18, 2021.
<b>Contract Original Award Amount:</b>	\$1,000,000
<b>Contract Original Duration:</b>	1,825 days
<b>Contractor Name:</b>	GHD, Inc.

**Summary of Total Amounts:**

	<b>Contract Amount</b>	<b>Contract Duration</b>	<b>Contract Dates</b>
Original Contract Amount:	\$1,000,000.00	1,825 Days	12/24/2019 – 12/22/2024
Previous Approved Modifications:	-	-	-
Proposed Modification:	\$500,000.00	0 days	12/24/2019 – 12/22/2024
<b>Total Contract Values:</b>	<b>\$1,500,000.00</b>	<b>1,825 Days</b>	<b>12/24/2019 – 12/22/2024</b>

**Previously Approved Modifications:**

<b>Modification</b>	<b>Amount</b>	<b>Extension (days)</b>	<b>Description</b>
1	\$0.00	0 Days	Adjust billing rates based on the Consumer Price Index only.
2	\$0.00	0 Days	Adjust billing rates based on the Consumer Price Index only.

<b>Contract Funding Sources:</b>	Client funding, depending on the project
<b>Compliance Information:</b>	<p>Public Works Contract Administration staff verified that the Consultant complies with the Equal Benefits Provisions of Chapter 12B and 12X of the City’s Administrative Code.</p> <p>Contract Monitoring Division (CMD) established a Local Business Enterprise (LBE) subcontracting requirement of 20% for this agreement.</p>

	Consultant GHD, Inc. committed to LBE subconsultant participation of 20% in its proposal.
<b>Related Commission Actions:</b>	N/A
<b>Additional Information:</b>	N/A
<b>Attachments:</b>	Attachment 1: CMD Approval of MA Mod Attachment 2: Resolution

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

**RESOLUTION NO. 2022-\_\_\_\_\_**

WHEREAS, On October 24, 2019, San Francisco Public Works awarded As-Needed Electrical Engineering Services No.2 Contract ID 1000016279 to GHD, Inc. in the amount of \$1,000,000 with a contract duration of 1,825 calendar days; and

WHEREAS, On March 1, 2021, the Public Works Director approved modification no. 1 to adjust billing rates based on the Consumer Price Index; and

WHEREAS, On February 14, 2022, the Public Works Director approved modification no. 2 to adjust billing rates based on the Consumer Price Index; and

WHEREAS, An increase to the not-to-exceed Contract Amount by \$500,000 is requested for As-Needed Electrical Engineering Services No.2; and

WHEREAS, On May 18, 2021, Department of Human Resources approved the modification of Professional Service Contract (PSC) to increase its amount; and

WHEREAS, This \$500,000 increase to the contract will still be within the approved PSC Amount; now, therefore, be it

RESOLVED, That this Commission hereby approves an increase to the not-to-exceed Contract Amount by \$500,000 for As-Needed Electrical Engineering Services No.2, with GHD, Inc..

*I hereby certify that the foregoing resolution was adopted by the Public Works Commission at its meeting of December 02, 2022.*

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Robert Fuller, Commission Affairs Manager  
Public Works Commission

