

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:

Contract Title:	As-Needed Electrical Engineering Services No.2		
Personal Services Contract No. (Required for Professional Services Only):	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.		
Contract Original Award Amount:	\$1,000,000		
Contract Original Duration:	1,825 days		
Contractor Name:	GHD, Inc.		

Summary of Total Amounts:

	Contract Amount	Contract Duration	Contract Dates
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
Total Contract Values:	\$1,500,000.00	1,825 Days	12/24/2019 - 12/22/2024

Previously Approved Modifications:

Modification	Amount	Extension (days)	Description	
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.	
Contract Funding Sources:	Client funding, depe	Client funding, depending on the project		
Compliance Information:	Consultant complies Chapter 12B and 12 Contract Monitoring	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. Contract Monitoring Division (CMD) established a Local Business Enterprise (LBE) subcontracting requirement of 20% for this agreement.		

	Consultant GHD, Inc. committed to LBE subconsultant participation of 20% in its proposal.
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. 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.

Robert Fuller, Commission Affairs Manager Public Works Commission

CITY AND COUNTY OF SAN FRANCISCO CONTRACT MONITORING DIVISION



CHAPTER 14B CMD ATTACHMENT 2

Architecture, Engineering, and Professional Services

FORM 10: CMD CONTRACT MODIFICATION FORM

Consultant must submit this form with the required supporting documentation and obtain prior CMD approval when processing amendments, modifications or change orders that cumulatively increase the original contract amount by more than 20%, and then for all subsequent amendments, modifications or change orders that cumulatively increase the last CMD approved value by 20%. This form must be completed prior to the approval of such amendments, modifications or change orders.

As-Needed Electrical Engineering Services No 2		
\$1,000,000		
\$1,000,000		
\$500,000		

REQUIRED ATTACHMENTS:

- 1. A list reflecting the new overall contract amounts for the prime consultant, joint venture partners, subconsultants, and vendors. Please see attached.
- 2. A list of all prior contract amendments, modifications, supplements and/or change orders leading up to this modification, including those leading up to the amendment which increased the original contract amount by more than 20%. No prior contract modifications that increased the contract amount. Two prior modifications escalated the billing rates only.
- 3. A spreadsheet showing each firm's participation for the overall contract, including each firm's participation to date and proposed participation under the modification. Please see attached.
- 4. A brief description of the work to be performed under this amendment, modification, or change order. Continuation of electrical engineering services on as-needed basis.

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Owner/Authorized Representative (Signature)		e) Owner/Authorized Kepro	Owner/Autnorized кергеsentative (Signature)		
		Daniel B Reiter	Senior Project Director		
Name (P	rint) Title	Name (Print)	Title		
		GHD			
Firm Name		Firm N	Firm Name		
		707-523-1010	9/12/2022		
Telephone	Date	Telephone	Date		
CMD approves n	nodification & increase of	f \$500,000.00.			
	DocuSigned by:				
Approved by:	Sclormey Dzikunu	10/3/2022 4:47:41 PM PDT			
	Selormey Dzikunu	Date:			

CMD Contract Compliance Officer