



Meeting Date: December 02, 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: Robert C. Begley, Contract Manager

Subject: As-Needed Environmental Consulting Services
– Contract Modification

Director’s Recommendation: Approve Modification No. 1 to As-Needed Environmental Consulting Services Contract ID 1000017852 with SCA Environmental, 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: SCA Environmental, Inc., with its team of sub-consultants, provides environmental consulting 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 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 \$450,000. The additional contracting capacity will be used to award additional contract service orders under the As-Needed Environmental Consulting Services 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 Environmental Consulting Services
Personal Services Contract No. (Required for Professional Services Only):	The Civil Service Commission approved the original contract on January 6, 2020 (43602-19/20), and the Department of Human Resources approved the increased contract amount on July 1, 2021.
Contract Original Award Amount:	\$900,000
Contract Original Duration:	1,825 days
Contractor Name:	SCA Environmental, 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:	\$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 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> <p>Consultant SCA Environmental, Inc. committed to LBE subconsultant participation of 20% in its proposal.</p>		

As-Needed Environmental Consulting Services – Contract Modification
Public Works Commission Meeting: December 2, 2022

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 November 3, 2020, San Francisco Public Works awarded As-Needed Environmental Consulting Services Contract ID 1000017852 to SCA Environmental, 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; and

WHEREAS, On July 1, 2021, Department of Human Resources approved the modification of Professional Service Contract (PSC) to increase its amount; and

WHEREAS, This \$450,000 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 \$450,000 for As-Needed Environmental Consulting Services, with SCA Environmental, 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




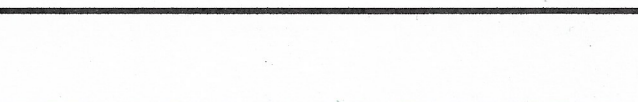
FORM 10: CMD CONTRACT MODIFICATION FORM

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.

Name of Project/Contract Title:	<u>As Needed Environmental Consulting Services</u>
Original Contract Amount:	<u>\$900,000</u>
Contract Amount as Modified to Date:	<u>\$900,000</u>
Amount of Current Modification Request:	<u>\$450,000</u>

REQUIRED ATTACHMENTS:

1. A list reflecting the new overall contract amounts for the prime consultant, joint venture partners, subconsultants, and vendors. See attached CMD Modification Form spreadsheet
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%. not applicable. No prior contract modifications.
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. See attached CMD Modification Form spreadsheet
4. A brief description of the work to be performed under this amendment, modification, or change order.
 As-needed Environmental Consulting and Advisory Services

			
Owner/Authorized Representative (Signature)		Owner/Authorized Representative (Signature)	
Christina Codemo	President		
Name (Print)	Title	Name (Print)	Title
SCA Environmental, Inc.			
Firm Name		Firm Name	
415-867-9540	8/16/22		
Telephone	Date	Telephone	Date

*CMD approves DPW's request to modify SCA Environmental contract by an additional \$450,000.
 Signed [Signature] CMD
 September 1st, 2022.*