



**Meeting Date:** February 26, 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 Sediment Characterization and Coastal Engineering Consultation Services (ASQ 2022),  
Contract ID 1000028998 – Contract Modification

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**Director’s Recommendation:** Approve Modification No. 1 to As-Needed Sediment Characterization and Coastal Engineering Consultation Services (ASQ 2022) Contract with NewFields Companies, LLC to increase the not-to-exceed contract amount by \$450,000 for a new not-to-exceed amount of \$1,350,000.

**Contract Background:** NewFields Companies, LLC, with its team of sub-consultants, shall provide sediment characterization and coastal engineering consultation services, and other related services on an as-needed basis. Services include but not limited to the following: preparation of sampling and analyzing plans pertaining to sediments, soils, water quality in marine, freshwater, land, and wetland environments and ecosystems; collecting and analyzing samples; preparation of environmental regulatory plans and documentations; managing collected sample data; interacting with regulatory agencies; implementation of approved plans; and Quality Assurance/Quality Control (QA/QC) review. 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 Sediment Characterization and Coastal Engineering Consultation Services (ASQ 2022) 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 Sediment Characterization and Coastal Engineering Consultation Services (ASQ 2022)
<b>Personal Services Contract No. (Required for Professional Services Only):</b>	The Civil Service Commission approved the original contract on January 25, 2023 (47163-22/23).

<b>Contract Original Award Amount:</b>	Up to \$900,000
<b>Contract Original Duration:</b>	1,825 days
<b>Contractor Name:</b>	NewFields Companies, LLC

**Summary of Total Amounts:**

	<b>Contract Amount</b>	<b>Contract Duration</b>	<b>Contract Dates</b>
Original Contract Amount:	\$900,000.00	1,825 Days	6/29/2023 – 6/27/2028
Previous Approved Modifications:	-	-	-
Proposed Modification:	\$450,000.00	0 days	6/29/2023 – 6/27/2028
<b>Total Contract Values, if approved:</b>	<b>\$1,350,000.00</b>	<b>1,825 Days</b>	<b>6/29/2023 – 6/27/2028</b>

**Previously Approved Modifications:**

<b>Modification</b>	<b>Amount</b>	<b>Extension (days)</b>	<b>Description</b>
N/A	N/A	N/A	N/A

<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 of the City’s Administrative Code.</p> <p>Contract Monitoring Division (CMD) established a Local Business Enterprise (LBE) subcontracting requirement of 20% for this contract.</p> <p>Consultant NewFields Companies, LLC committed to LBE subconsultant participation of 27% in its proposal.</p>
<b>Related Commission Actions:</b>	N/A
<b>Additional Information:</b>	N/A
<b>Attachments:</b>	<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 May 5, 2023, San Francisco Public Works awarded As-Needed Sediment Characterization and Coastal Engineering Consultation Services (ASQ 2022), Contract ID 1000028998 to NewFields Companies, LLC 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 Sediment Characterization and Coastal Engineering Consultation Services (ASQ 2022); and

WHEREAS, This \$450,000 increase to the contract will still be within the approved Personal Services Contract (PSC) 47163-22/23 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 As-Needed Sediment Characterization and Coastal Engineering Consultation Services (ASQ 2022), with NewFields Companies, LLC.

*I hereby certify that the foregoing resolution was adopted by the Public Works Commission at its meeting of \_\_\_\_\_.*

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Commission Affairs Manager  
Public Works Commission

**From:** [Tom, Antonio \(ADM\)](#)  
**To:** [Lee, Olivia \(DPW\)](#)  
**Subject:** Re: Request for CMD approval: Contract ID 1000028998 Mod 1 AN Sediment Characterization and Coastal Engineering Consultation Services - Increasing Contracting Capacity by \$450,000.00  
**Date:** Tuesday, December 26, 2023 9:41:15 AM

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Hi Olivia,

CMD approves the contract modification.

Thanks,

Antonio

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**From:** Lee, Olivia (DPW) <Olivia.Lee@sfdpw.org>  
**Sent:** Tuesday, December 12, 2023 3:31 PM  
**To:** Tom, Antonio (ADM) <antonio.tom@sfgov.org>  
**Subject:** Request for CMD approval: Contract ID 1000028998 Mod 1 AN Sediment Characterization and Coastal Engineering Consultation Services - Increasing Contracting Capacity by \$450,000.00

Greetings Antonio,

We are working on modifying NewFields' Contract ID 1000028998 AN Sediment Characterization and Coastal Engineering Consultation Services by increasing its Contracting Capacity by \$450,000.00.

Attached are:

1. [CMD Form 10](#)
2. [CMD Modification Spreadsheet](#)
3. [Aggregate CMD Form 7 for the entire MA](#)
4. [CMD Determination Memo For RFQ 7582 ASQ 2022](#)

Please review and provide CMD approval.

Thank you.



**Olivia Lee**  
**Building Design and Construction | Project Controls & Services**

San Francisco Public Works | City and County of San Francisco  
49 South Van Ness Avenue, Suite 700 | San Francisco, CA 94103  
Voice Mail: (628) 271-2184  
Email is still the best way to reach me during COVID-19.  
[sfpublicworks.org](http://sfpublicworks.org) · [twitter.com/sfpublicworks](https://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.