



Meeting Date: February 13, 2025

To: Public Works Commission

Through: Carla Short, Public Works Director
Bruce Robertson, Deputy Director

From: Robert C. Begley, Contract Manager

Subject: As-Needed Environmental Planning Services 2024
– Two Contract Awards

Director’s Recommendation: Award Professional Services Contract, As-Needed Environmental Planning Services 2024 in the amount of \$1,000,000 each for 1,825 calendar days to the following two contractors (each a “Consultant”): Panorama Environmental, Inc., and TRC Solutions, Inc. for environmental planning services.

Contract Background: The work to be done under this contract consists of environmental planning services. The Consultant performs environmental planning 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. Scope of work includes but is not limited to: 1) project planning services, 2) planning-related reports and studies, 3) environmental compliance monitoring and other related professional services. The consultant may provide the requested services for an entire project, a portion of a project, or any project phase. Consultants have provided this type of services for the City in the past.

Solicitation Process: On September 18, 2024, San Francisco Public Works advertised the Request for Qualifications (RFQ) for As-Needed Environmental Planning Services 2024. Public Works sought to award 5 contracts with an anticipated not-to-exceed contract amount of \$1,000,000 with a contract duration of 1,825 calendar days. The Contract Monitoring Division (CMD) established a 25% Local Business Enterprise (LBE) subcontracting requirement for this contract.

On October 30, 2024, Public Works received two proposals. City staff reviewed both proposals and determined that both proposals were responsive and responsible.

The responsive and responsible proposals were then evaluated and scored by a panel comprised of individuals knowledgeable on the subject matter.

Optional oral interviews were not conducted.

The top 2 RFQ proposers for this contract were: Panorama Environmental, Inc. and TRC Solutions, Inc.

Contract Details:

Contract Title:	As-Needed Environmental Planning Services 2024
Personal Services Contract No.:	Civil Service Commission approved on December 02, 2024 (PSC No. DHRPSC0004147).
Contract Award Amount:	Up to \$1,000,000 for each contract
Contract Funding Sources (if applicable):	Client funding, depending on the project.
Anticipated Project Schedule:	Notice To Proceed is expected to be issued shortly after the contract is certified by the Public Works Contract Administration staff. Contract will end 1,825 calendar days after it commences.
Contract Duration:	1,825 calendar days for each contract
Contractors' Names:	<ul style="list-style-type: none"> • Panorama Environmental, Inc. • TRC Solutions, Inc.
Compliance with Chapter 14B Local Business Enterprise Ordinance:	<p>The Contract Monitoring Division (CMD) established a 25% Local Business Enterprise (LBE) subcontracting requirement for this contract.</p> <p>Panorama Environmental, Inc. submitted LBE subconsultant participation of 27% with its proposal.</p> <p>TRC Solutions, Inc. submitted LBE subconsultant participation of 35% with its proposal.</p>
Other Compliance:	N/A
Additional Information:	N/A
Attachments:	<p>Attachment 1: Tabulation of Scores and Ranking</p> <p>Attachment 2: CMD Determination Memo</p> <p>Attachment 3: Resolutions</p>

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

RESOLUTION NO. _____

WHEREAS, On September 18, 2024, San Francisco Public Works (Public Works) advertised the Request for Qualifications (RFQ) for As-Needed Environmental Planning Services 2024 to establish a pool of qualified consultants; and

WHEREAS, The not-to-exceed contract amount is anticipated to be up to \$1,000,000; and the agreement will have a duration of 1,825 calendar days for these services, and

WHEREAS, Public Works intended to award contracts to a total of 5 pre-qualified prime consultants or joint ventures through the RFQ As-Needed Environmental Planning Services 2024; and

WHEREAS, Contract Monitoring Division (CMD) established a 25% Local Business Enterprise (LBE) subcontracting requirement for this contract; and

WHEREAS, Public Works received two proposals in response to the RFQ As-Needed Environmental Planning Services 2024 on October 30, 2024; and

WHEREAS, The City found both proposals responsive and responsible; and

WHEREAS, Both responsive and responsible proposals were evaluated and scored by a panel comprised of individuals knowledgeable on the subject matter of the RFQ; and

WHEREAS, Optional oral interviews were not conducted; and

WHEREAS, Proposer TRC Solutions, Inc. ranked second in the RFQ As-Needed Environmental Planning Services 2024; and now, therefore, be it

RESOLVED, That this Commission hereby awards Public Works Professional Services Contract, As-Needed Environmental Planning Services 2024, in an amount not to exceed \$1,000,000, with a contract duration of 1,825 calendar days to TRC Solutions, 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



MEMORANDUM

Date: December 18, 2024

To: Project Controls & Services Team, Public Works
Contract Administration, Public Works

From: Antonio Tom, Contract Compliance Officer, CMD

Subject: 0000009790 - AN Environmental Planning Services (EPS 2024)

The Contract Monitoring Division (“CMD”) has reviewed the consultant proposals and supporting documentation, and applied the appropriate rating bonuses submitted for the above referenced contracts. Based on this review, CMD has determined that the proposals were materially compliant with the pre-award Chapter 14B requirements.

Rating Bonus, Score Sheets, and Score Tabulations

CMD has reviewed the score sheets submitted by the panelists and the final score tabulations from Public Works. Based on this information and after the application of the LBE rating bonus, the proposers are ranked as follows:

RANK	FIRM	LBE Status	Rating Bonus
1	PANORAMA ENVIRONMENTAL INC	LBE-WBE (Small)	Eligible for a 10% rating bonus
2	TRC SOLUTIONS INC	Non-LBE	Not Applicable

LBE Subconsultant Participation Requirement

PANORAMA ENVIRONMENTAL INC achieved the highest score and met the 25% LBE subconsultant participation requirement. The following firms were listed on the CMD Form 2A:

Firm	Service	LBE Status	Listed Percent	LBE Credited Percent
ACUMEN INDUSTRIAL HYGIENE INC	Health and Safety Testing	LBE-OBE (Micro)	1.0%	1.0%
ADAVANT CONSULTING	Transportation Planning	LBE-OBE (Micro)	1.0%	1.0%
A G S INC	Phase I, Water	LBE-MBE (Micro)	2.0%	2.0%
ARCHITECTURE + HISTORY LLC	Architectural Historian	LBE-WBE (Micro)	5.0%	5.0%
BIOMAAS, INC.	Biological Resources	LBE-MBE	1.0%	1.0%

		(Small)		
BOUDREAU ASSOCIATION LLC	Environmental Permitting	LBE-WBE (Micro)	1.0%	1.0%
COAST RIDGE ECOLOGY LLC	Biological Resources	LBE-OBE (Micro)	1.0%	1.0%
DENISE BRADLEY CULTURAL LANDSCAPES	Cultural and Historical	LBE-WBE (Micro)	5.0%	5.0%
Forget Me Not History LLC	Cultural and Historical	LBE-WBE (Micro)	2.0%	2.0%
MERIDIAN SURVEYING ENGINEERING INC	Land Surveying	LBE-OBE (Micro)	3.0%	3.0%
PreVision Design	Visual Analysis	LBE-OBE (Micro)	1.0%	1.0%
RC DESIGN COLLABORATIVE	Urban Design/Public Outreach	LBE-WBE (Small)	3.0%	3.0%
WILSON, IHRIG & ASSOCIATES, INC.	Noise and Vibration	Non-LBE	1.0%	0.0%
AVILA & ASSOC CONSULTING ENGINEERS INC	Biological Resources	LBE-OBE (Small)	1.0%	1.0%
BASELINE ENVIRONMENTAL CONSULTING	Air Quality/Noise/Hazards	Non-LBE	2.0%	0.0%
CHS CONSULTING GROUP	Traffic and Transportation	Non-LBE	1.0%	0.0%
I C F CONSULTING	Archaeology	Non-LBE	10.0%	0.0%
MCCAMPBELL ANALYTICAL INC	Environmental Laboratory	Non-LBE	0.0%	0.0%
NORTHGATE ENVIRONMENTAL MANAGEMENT INC	Phase I ESA	Non-LBE	0.0%	0.0%
Pacific Legacy, Inc.	Archaeology	Non-LBE	0.0%	0.0%
RWDI	Wind Analysis	Non-LBE	0.0%	0.0%
WINSOR FIREFORM LLC	Fabricator	Non-LBE	0.0%	0.0%
TOTAL:			41.0%	27.0%

TRC SOLUTIONS INC achieved the second highest score and met the 25% LBE subconsultant participation requirement. The following firms were listed on the CMD Form 2A:

Firm	Service	LBE Status	Listed Percent	LBE Credited Percent
A E W ENGINEERING INC	Environmental Advisory Services, Haz Waste & Remediation Services	LBE-MBE (Micro)	33.0%	33.0%
GARAVAGLIA ARCHITECTURE INC	Historic and Architectural Resources	LBE-OBE (Micro)	2.0%	2.0%
ARCHEO-TEC	Archaeological Consulting	Non-LBE	2.0%	0.0%

CHS CONSULTING GROUP	Transportation and Traffic Engineering, Environmental Advisory Services	Non-LBE	1.0%	0.0%
INTEGRAL CONSULTING INC. LLC	Environmental Planning and Consulting	Non-LBE	1.0%	0.0%
Pacific Legacy, Inc.	Archeological Surveys	Non-LBE	2.0%	0.0%
PAGE & TURNBULL INC	Historical Architectural Resources	Non-LBE	1.0%	0.0%
WILSON, IHRIG & ASSOCIATES, INC.	Noise, Vibration, and Acoustical Consulting	Non-LBE	1.0%	0.0%
Eurofins TestAmerica	TBD by task order as needed	Non-LBE	0.0%	0.0%
MCCAMPBELL ANALYTICAL INC	TBD by task order as needed	Non-LBE	0.0%	0.0%
TOTAL:			43.0%	35.0%

Public Works indicates that a contract will be awarded to the two (2) highest ranked proposers. Based on the foregoing, CMD has determined that PANORAMA ENVIRONMENTAL INC and TRC SOLUTIONS INC have complied with the pre-award Chapter 14B requirements. Should you have any additional questions and/or concerns, please feel free to contact me at antonio.tom@sfgov.org.



**City and County of San Francisco
San Francisco Public Works
Project Controls and Services**



PROFESSIONAL SERVICES RFQ
TABULATION OF SCORES

Title: As-Needed Environmental Planning Services 2024

Sourcing Event ID No.: 0000009790

Date Proposals Received: October 30, 2024

Firm Name	LBE Bonus %	Final Score	Final Rank
PANORAMA ENVIRONMENTAL INC	10%	1,276.83	1
TRC SOLUTIONS INC	0%	1,148.00	2