



**Meeting Date:** June 2, 2023

**To:** Public Works Commission

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

**From:** Olivia Lee, Contract Manager

**Subject:** As-Needed Acoustical Engineering Consulting Services No. 2,  
Contract ID 1000019764 – Contract Modification

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**Director's Recommendation:** Approve Modification No. 3 to As-Needed Acoustical Engineering Consulting Services No. 2, Contract ID 1000019764 with Wilson, Ihrig & Associates, Inc. to increase the not-to-exceed contract amount by \$100,000 for a new not-to-exceed amount of \$300,000.

**Contract Background:** Wilson, Ihrig & Associates, Inc., with its team of sub-consultants, shall provide acoustical engineering services, and other related services on an as-needed basis. The Consultant performs highly specialized acoustical engineering services, such as measuring noise and vibration levels, calculating and designing engineering noise controls, engineering architectural acoustics to achieve good speech intelligibility and or precise and accurate sound, preparing environmental noise reports, and other related services to support Public Works Building Design and Construction design staff on an as-needed basis. Projects may include various building facilities, such as library buildings, fire stations, police stations, health service centers, hospital buildings, recreation centers, and other City-owned facilities. 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 \$100,000. The additional contracting capacity will be used to award additional contract service orders under the As-Needed Acoustical Engineering Consulting 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 Acoustical Engineering Consulting Services No. 2
<b>Personal Services Contract No. (Required for Professional Services Only):</b>	The Civil Service Commission approved the original contract on May 18, 2020 (45115-19/20), and the Department of Human Resources approved the increased contract amount on March 31, 2023.
<b>Contract Original Award Amount:</b>	\$200,000
<b>Contract Original Duration:</b>	1,825 days
<b>Contractor Name:</b>	Wilson, Ihrig & Associates, Inc.

**Summary of Total Amounts:**

	<b>Contract Amount</b>	<b>Contract Duration</b>	<b>Contract Dates</b>
Original Contract Amount:	\$200,000.00	1,825 Days	2/19/2021 – 2/19/2026
Previous Approved Modifications:	-	-	-
Proposed Modification:	\$100,000.00	0 days	2/19/2021 – 2/19/2026
<b>Total Contract Values:</b>	<b>\$300,000.00</b>	<b>1,825 Days</b>	<b>2/19/2021 – 2/19/2026</b>

**Previously Approved Modifications:**

<b>Modification</b>	<b>Amount</b>	<b>Extension (days)</b>	<b>Description</b>
1	N/A	N/A	Adjust billing rates based on the Consumer Price Index only.
2	N/A	N/A	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>	Public Works Contract Administration staff verified that the Consultant complies with the Equal Benefits Provisions of Chapter 12B.  Contract Monitoring Division (CMD) waived the Local Business Enterprise (LBE) subcontracting requirement for this agreement.

	Consultant Wilson, Ihrig & Associates, Inc. committed to LBE subconsultant participation of 0% 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 3 Attachment 2: Resolution

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

**RESOLUTION NO. \_\_\_\_\_**

WHEREAS, On December 16, 2020, San Francisco Public Works awarded As-Needed Acoustical Engineering Consulting Services No. 2, Contract ID 1000019764 to Wilson, Ihrig & Associates, Inc. in the amount of \$200,000 with a contract duration of 1,825 calendar days; and

WHEREAS, On February 7, 2022, the Public Works Director approved modification no. 1 to adjust billing rates based on the Consumer Price Index; and

WHEREAS, On January 17, 2023, 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 \$100,000 is requested for As-Needed Acoustical Engineering Consulting Services No. 2; and

WHEREAS, On March 31, 2023, Department of Human Resources approved the modification of Professional Service Contract (PSC) 45115-19/20 to increase its amount; and

WHEREAS, This \$100,000 increase to the contract will still be within the approved Personal Services Contract (PSC) Amount; now, therefore, be it

RESOLVED, That this Commission hereby approves Modification No. 3, an increase to the not-to-exceed Contract Amount by \$100,000 for As-Needed Acoustical Engineering Consulting Services No. 2, with Wilson, Ihrig & Associates, 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

## Lee, Olivia (DPW)

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**From:** Dzikunu, Selormey (ADM)  
**Sent:** Thursday, April 13, 2023 6:34 PM  
**To:** Lee, Olivia (DPW)  
**Cc:** Dzikunu, Selormey (ADM); Oldenkamp, Ivan (ADM)  
**Subject:** Fwd: Request for CMD Approval: Contract ID 1000019764 Mod 3, PW Order No. 204,015 AN Acoustical Engineering - increasing contract capacity by \$100,000  
**Attachments:** 1000019764 Mod 3 - Wilson Ihrig - Acoustical No. 2 - aggregate CMD Form 7 \_signed.pdf; 1000019764 Mod 3 - Wilson Ihrig - Acoustical No. 2 - CMD Form 10.pdf; 1000019764 Mod 3 - Wilson Ihrig - Acoustical No. 2 - CMD Modification Spreadsheet.xlsx; 0000004027 SFPW As Needed Acoustical Engineering CMD Award Recommendation 2020.08.07.pdf

**Follow Up Flag:** Flag for follow up  
**Flag Status:** Flagged

Olivia,

CMD Approves modifying Wilson, Ihrig's Associates, Inc.'s Contract ID 1000019764, PW Order No. 204,015 AN Acoustical Engineering by increasing its contract capacity by \$100,000.  
I will send you a signed document Later.

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**From:** Lee, Olivia (DPW) <Olivia.Lee@sfdpw.org>  
**Sent:** Thursday, April 13, 2023 9:59:33 AM  
**To:** Dzikunu, Selormey (ADM) <Selormey.Dzikunu@sfdpw.org>; Tom, Antonio (ADM) <antonio.tom@sfgov.org>  
**Subject:** FW: Request for CMD Approval: Contract ID 1000019764 Mod 3, PW Order No. 204,015 AN Acoustical Engineering - increasing contract capacity by \$100,000

Greetings Selormey and Antonio,

I am following up on this email. How is CMD review coming along?

Thank you.



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

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49 South Van Ness Avenue, Suite 700 | San Francisco, CA 94103  
Voice Mail: (628) 271-2184  
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Effective April 1, 2022, SF Public Works Ethics Policy says no gifts from the public or contractors, including coffee, pastry, gift baskets, etc.

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**From:** Lee, Olivia (DPW)

**Sent:** Tuesday, April 4, 2023 2:00 PM

**To:** Dzikunu, Selormey (ADM) <selormey.dzikunu@sfdpw.org>; Tom, Antonio (ADM) <antonio.tom@sfgov.org>

**Subject:** Request for CMD Approval: Contract ID 1000019764 Mod 3, PW Order No. 204,015 AN Acoustical Engineering - increasing contract capacity by \$100,000

Greetings Selormey/Antonio,

We are working on modifying Wilson, Ihrig's Associates, Inc.'s Contract ID 1000019764, PW Order No. 204,015 AN Acoustical Engineering by increasing its contract capacity by \$100,000.

Attached are:

1. CMD Form 10
2. Aggregate CMD Form 7
3. CMD Modification Spreadsheet
4. CMD Award Memo for RFQ 0000004027 AN Acoustical Engineering Services No. 2

Please let me know if you need anything else.

Thank you!



**Olivia Lee**

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

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