



Meeting Date: March 1, 2023

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 Waterproofing Consultation Services No. 3,
Contract ID 1000024728 – Approval of Contract Modification

Director’s Recommendation: Approve Modification No. 1 to As-Needed Waterproofing Consultation Services No. 3, Contract ID 1000024728 with McGinnis Chen Associates, Inc. to increase the not-to-exceed contract amount by \$250,000 for a new not-to-exceed amount of \$750,000.

Contract Background: McGinnis Chen Associates, Inc., with its team of sub-consultants, shall provide waterproofing consultation services, and other related services on an as-needed basis. The Consultant performs waterproofing consultation services such as, assessment of existing buildings for moisture or water intrusion, preparing plans and specifications for waterproofing details, preparing cost estimates, field inspection, water testing, warranty claim assistance, writing reports, and other related work. 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 \$250,000. The additional contracting capacity will be used to award additional contract service orders under the As-Needed Waterproofing Consultation Services No. 3 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 Waterproofing Consultation Services No. 3
Personal Services Contract No. (Required for Professional Services Only):	The Civil Service Commission approved the original contract on February 07, 2022 (49451-21/22), and the Department of Human Resources approved the increased contract amount on December 05, 2022.
Contract Original Award Amount:	\$500,000
Contract Original Duration:	1,825 days
Contractor Name:	McGinnis Chen Associates, Inc.

Summary of Total Amounts:

	Contract Amount	Contract Duration	Contract Dates
Original Contract Amount:	\$500,000.00	1,825 Days	4/11/2022 – 4/10/2027
Previous Approved Modifications:	-	-	-
Proposed Modification:	\$250,000.00	0 days	4/11/2022 – 4/10/2027
Total Contract Values:	\$750,000.00	1,825 Days	4/11/2022 – 4/10/2027

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) waived the Local Business Enterprise (LBE) subcontracting requirement for this agreement.</p> <p>Consultant McGinnis Chen Associates, Inc. committed to LBE subconsultant participation of 0% in its proposal.</p>		
Related Commission Actions:	N/A		
Additional Information:	N/A		

Attachments:	Attachment 1: Resolution Attachment 2: CMD Approval of MA Mod 1

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

RESOLUTION NO. _____

WHEREAS, On March 16, 2022, San Francisco Public Works awarded As-Needed Waterproofing Consultation Services No.3, Contract ID 1000024728 to McGinnis Chen Associates, Inc. in the amount of \$500,000 with a contract duration of 1,825 calendar days; and

WHEREAS, An increase to the not-to-exceed Contract Amount by \$250,000 is requested for As-Needed Waterproofing Consultation Services No.3; and

WHEREAS, On December 05, 2022, Department of Human Resources approved the modification of Professional Service Contract (PSC) 49541-21/22 to increase its amount; and

WHEREAS, This \$250,000 increase to the contract will still be within the approved PSC Amount; now, therefore, be it

RESOLVED, That this Commission hereby approves Modification No.1, an increase to the not-to-exceed Contract Amount by \$250,000 for As-Needed Waterproofing Consultation Services No. 3, with McGinnis Chen 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



CONTRACT MONITORING DIVISION CITY ADMINISTRATOR'S OFFICE



London N. Breed, Mayor
Carmen Chu, City Administrator

Romulus Asenloo, Director

MEMORANDUM

Date: December 22, 2022

To: SAR Team, Public Works
Contract Administration, Public Works

From: Antonio Tom, Contract Compliance Officer, CMD

Subject: As-Needed Waterproofing Consultation Services No. 3
McGinnes Chen Associates, Inc.
Contract ID 1000024728, DPW Order Number 206,228, Modification 1

Public Works has requested a modification for the above referenced contract by increasing the contract amount by \$250,000.00 for a total agreement amount of \$750,000.00. Per the Public Works, the scope of work for Modification No.1 consists of waterproofing consultation services on as-needed basis.

The LBE subcontracting requirement for this contract is waived.

CMD approves the subject modification. Should you have any questions, please contact me at antonio.tom@sfgov.org.