



Meeting Date: May 5, 2023

To: Public Works Commission

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 ID 1000017854 – Contract Modification

Director's Recommendation: Approve Modification No. 1 to As-Needed Environmental Consulting Services 2020, Contract ID 1000017854 with TRC Solutions, Inc. to increase the contract amount by \$450,000 for a new not-to-exceed contract amount of \$1,350,000.

Contract Background: TRC Solutions, Inc., with its team of sub-consultants, shall provide environmental consulting services, and other related 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 an 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 06, 2020 (43602-19/20), and the Department of Human Resources approved the increased contract amount on July 01, 2021.
Contract Original Award Amount:	\$900,000
Contract Original Duration:	1,825 days
Contractor Name:	TRC Solutions, Inc.

Summary of Total Amounts:

	Contract Amount	Contract Duration	Contract Dates
Original Contract Amount:	\$900,000.00	1,825 Days	4/22/2021 – 4/21/2026
Previous Approved Modifications:	-	-	-
Proposed Modification:	\$450,000.00	0 days	4/22/2021 – 4/21/2026
Total Contract Values:	\$1,350,000.00	1,825 Days	4/22/2021 – 4/21/2026

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 TRC Solutions, Inc. committed to LBE subconsultant participation of 30% 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 November 3, 2020, San Francisco Public Works awarded a contract for As-Needed Environmental Consulting Services 2020, Contract ID 1000017854, to TRC Solutions, Inc. for the not-to-exceed amount of \$900,000 and a duration of 1,825 calendar days; and

WHEREAS, a request has been made to increase to the not-to-exceed contract amount by \$450,000;

WHEREAS, On July 01, 2021, Department of Human Resources approved the modification of Professional Service Contract (PSC) 43602-19/20 to increase its amount; and

WHEREAS, the requested increase of \$450,000 will remain within the approved PSC Amount; now, therefore, be it

RESOLVED, That this Commission hereby approves Modification No.1, to increase the not-to-exceed contract Amount by \$450,000 for As-Needed Environmental Consulting Services 2020 with 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



CONTRACT MONITORING DIVISION OFFICE OF THE CITY ADMINISTRATOR



London N. Breed, Mayor
Carmen Chu, City Administrator

Stephanie Tang, Director

MEMORANDUM

Date: March 16, 2023

To: Stanley DeSouza, Department of Public Works (DPW)

From: Sheila Tagle for Finbarr Jewell, Contract Compliance Officer, CMD

Subject: Modification Memo for Contract ID 1000017854 As Needed Environmental Consulting Services (ECS 2020)

DPW has requested to modify the above referenced contract by increasing the agreement by \$450,000 for a total agreement amount of \$1,350,000. DPW noted that Amendment No.1 is needed to continue to provide as-needed environmental consulting services.

LBE Subconsultant Participation

The LBE sub-consulting participation goal established for this contract is 20%.

The LBE sub-consulting participation goal applies to the entire contract including any modifications, change orders, and amendments. The LBE participation reflected in TRC's submission at the time of the proposal is as follows:

Firm	Service	LBE Status	LBE Participation
AEW Engineering, Inc.	Hazardous Materials	LBE-MBE	22.0%
Applied Technology & Science A-T-S	Sediment, Habitat Studies, GIS & Public Outreach	LBE-MBE	1.0%
Aurora Environmental Services, INC.	Air Quality, Industrial Hygiene & Wastewater Analysis (EAS)	LBE-WBE	1.0%
Boudreau Associates, LLC	Sediment & Marine Biology (EAS)	LBE-WBE	1.0%
North Tower Environmental, INC.	Environmental Advisory Services, Health and Safety Testing Services, Industrial Hygiene, Lead and Asbestos Surveys	LBE-MBE	3.0%
C E S Controlled Environmental Services	General Engineering Contracting, Field Services, Aerial Surveys	LBE-WBE	2.0%
TOTAL:			28.0%

As of March 15, 2023, TRC reported that the amounts invoiced to-date and paid-to-date for this contract is \$180,070.25. Thus far, the LBE participation achieved by TRC is as follows:

Firm	Service	Participation to-date Invoiced	Participation to-date Paid
AEW Engineering, Inc.	Hazardous Materials	\$23,230.00	\$23,230.00
Applied Technology & Science A-T-S	Sediment, Habitat Studies, GIS & Public Outreach	\$0	\$0
Aurora Environmental Services, INC.	Air Quality, Industrial Hygiene & Wastewater Analysis (EAS)	\$0	\$0
Boudreau Associates, LLC	Sediment & Marine Biology (EAS)	\$0	\$0
North Tower Environmental, INC.	Environmental Advisory Services, Health and Safety Testing Services, Industrial Hygiene, Lead and Asbestos Surveys	\$0	\$0
C E S Controlled Environmental Services	General Engineering Contracting, Field Services, Aerial Surveys	\$72,129.00	\$72,129.00
	Total	\$95,359.00	\$95,359.00
	%	52.96	52.96

*Not including Amendment No. 1

TRC explained that some of its listed LBEs have not yet been utilized because the task orders issued to-date did not require a scope of work that these LBEs were listed to perform.

TRC confirmed that it will remain committed to assigning work it listed as LBE sub consultants and continue to look for opportunities to utilize LBEs on its task orders.

Going forward, DPW and TRC will continue to notify CMD of any changes to the scopes of services and the composition of subconsultants listed for this project. CMD will review this information to determine and facilitate progress towards the project's LBE subconsultant participation goal.

Based on the foregoing, CMD approves this amendment. Should you have any questions and/or concerns please email finbarr.jewell@sfgov.org.