

From: [Cuntapay-Vitin, Jovineth \(ADM\)](#)
To: [Wang, Jim](#); [Cox, Kyndra](#)
Subject: Re: PRO.0028 Headworks - HDR Budget and Time extension
Date: Friday, April 12, 2024 2:49:42 PM

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Hi, Jim!

Good afternoon.

The current contract amount is at \$27,000,000. CMD's approval is needed when the modifications/change orders cumulatively increase the amount by more than 20% of the current contract amount.

Upon checking, \$4.6M is less than 20%. You can proceed with the modification without a CMD memo. However, if the succeeding modification(s) and/or change orders reach \$5.4M, you will need a CMD Modification Memo.

If you need further guidance or clarification, please let me know. I can give you a call.

Thank you.

Jovi Cuntapay-Vitin (she/her)

Contract Compliance Officer

Contract Monitoring Division - ADM | PUC

City and County of San Francisco

Direct: (650) 273 6352 | PUC Office: (415) 554 3136

Visit us at <https://sf.gov/cmd>

IMPORTANT REMINDER FOR ALL AWARDED CONTRACTS

This email is a part of the Contract Monitoring Division (CMD)'s regular contract monitoring activities. As a reminder, the Prime Contractor is required to submit CMD Forms 7,8,9 and/or 10 when requested by CMD before a stipulated deadline and/or when applicable per Chapter 14B Local Business Enterprise (LBE) Ordinance, Chapter 14B Rules & Regulations, and CMD Attachments 1-7. Failure to submit CMD forms and supporting documentation when required or requested by CMD shall be deemed a violation of Chapter 14B, a material breach of contract, and subject to enforcement.

From: Wang, Jim <JWang@sflower.org>

Sent: Friday, April 12, 2024 12:14 PM

To: Cuntapay-Vitin, Jovineth (ADM) <Jovineth.Cuntapay-Vitin@sfgov.org>; Cox, Kyndra (PUC) <KCox@sflower.org>

Subject: FW: PRO.0028 Headworks - HDR Budget and Time extension

Hi Jovi/Kyndra,

Per Jignesh, I was requested to coordinate with you on the steps needed to extend the PRO.0028 CM Staff Augmentation contract. We will be requesting a time extension and a cost increase. The current PRO.0028 contract is through June 2024 with a budget of \$27M. The construction project is delayed for 15 months from September 2023 to December 2024 for substantial completion and May

2025 for final completion. We will need to extend the PRO.0028 construction services contract through June 2025 and a cost increase of approximately \$4.6M. Can you please let me know the next steps as it relates to you?

Thanks,

Jim Wang

Construction Manager
SFPUC - Construction Management Bureau
jwang@sfgwater.org
(415) 271-4883 - Mobile

From: Desai, Jignesh <jdesai@sfgwater.org>
Sent: Thursday, April 11, 2024 5:42 PM
To: Wang, Jim <JWang@sfgwater.org>
Cc: Collymore, Algnon <ACollymore@sfgwater.org>; Hijazi, Mazin <MHijazi@sfgwater.org>
Subject: RE: PRO.0028 Headworks - HDR Budget Estimate to Complete by 11/30/25

I suggest in the meantime, you contact following people to figure out next steps for commission action

1. Kyndra Cox (CAB for professional service amendment with DHR)
2. ~~Jason Chow~~ Jovineth Cuntapay-Vitin (if CMD memo is required or not – most likely not needed)
3. Download template for commission agenda and start drafting agenda – AMA and Commission workflows

[San Francisco Public Utilities Commission \(sharepoint.com\)](https://sharepoint.com)

I am out M-Th next week. I can meet tomorrow 3 PM or next Friday 4/19 at 10 AM.

Let me know.

Thanks

Jignesh

From: Wang, Jim <JWang@sfgwater.org>
Sent: Thursday, April 11, 2024 5:08 PM
To: Desai, Jignesh <jdesai@sfgwater.org>
Cc: Collymore, Algnon <ACollymore@sfgwater.org>; Hijazi, Mazin <MHijazi@sfgwater.org>
Subject: FW: PRO.0028 Headworks - HDR Budget Estimate to Complete by 11/30/25

Jignesh,

Please find attached HDR's budget proposal to support Headworks construction through project completion and closeout. I've reviewed the proposal and agree to the request.

Thanks,

Jim Wang

Construction Manager
SFPUC - Construction Management Bureau
525 Golden Gate Avenue, 6th Floor
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jwang@sfwater.org
(415) 271-4883 - Mobile

From: McVicker, LuAnn <LuAnn.McVicker@hdrinc.com>
Sent: Tuesday, April 9, 2024 5:02 PM
To: Wang, Jim <JWang@sfwater.org>
Cc: Haid, Tom <tom.haid@hdrinc.com>; Perkins, Ron <ron.perkins@hdrinc.com>; Kennedy, Holly <holly.kennedy@hdrinc.com>; Zuber, Dave <Dave.Zuber@hdrinc.com>; Bernard, Cynthia <Cynthia.Bernard@hdrinc.com>; Winkler, Maika <maika.winkler@hdrinc.com>
Subject: PRO.0028 Headworks - HDR Budget Estimate to Complete by 11/30/25

Hi Jim, per our discussions, please see attached HDR letter request with our estimate of staff/budget needed to complete the project by 11/30/25. This is based on the currently negotiated WW-628-03 contract substantial completion and final completion revised milestones.

Please note that we estimate our current \$27M funding to be fully expended by June/July 2024, so your attention to this request is appreciated. Our current contract and TO4 expire on 6/14/24; however, we have 2 additional 1-year extensions within our original contract agreement, which the City can authorize.

Thank you.

LuAnn McVicker, PhD, PE, M ASCE
Associate VP, Construction Management Lead

HDR
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