



Date: May 13, 2026

MEMORANDUM

To: Civil Service Commission

Through: Sandra Eng

From: San Francisco Public Utilities Commission

RE: Report Back to CSC – Four Year Update for
Personal Services Contract No. 41646 21/22 (DHRPSC0003553)

Historical Information

In April 2022, the Civil Service Commission (CSC) approved the San Francisco Public Utilities Commission’s (SFPUC) Personal Services Contract (PSC) No. 41646-21/22 for PRO.0216 As-Needed Environmental Review, establishing four as-needed environmental services contracts with a combined not-to-exceed amount of \$7 million. Following an evaluation of actual and projected workload under the SFPUC’s 2024–2034 Capital Plan, the award was amended to \$9 million. CSC’s approval in 2022 was contingent upon Environmental Management Group’s (EMG’s) voluntary commitment to submit an update report during year four of the contract.

PRO.0216 supports SFPUC’s EMG with specialized, on-call environmental support. Services include preparing California Environmental Quality Act (CEQA) and National Environmental Policy Act (NEPA) analyses; technical studies and reports; resource agency permitting documents; and environmental compliance inspections and monitoring during construction. Many SFPUC capital projects, including Sewer System Improvement Program and Water, Wastewater, and Power Enterprise programs, require expertise in specialized resource areas such as biology, cultural resources, air and water quality, geology, hydrology, noise, and natural resource economics. Consultants may also perform other related environmental services as needed.

Justification

The SF Planning Department requires certain CEQA documents to be prepared by an objective third party, making external support mandatory for compliance.

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Commissioner

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Commissioner

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General Manager



Additionally, outsourcing environmental services as-needed is necessary because existing civil service classifications are generalists and do not possess the range of specialized, discipline-specific expertise needed to meet CEQA/NEPA requirements.

Capacity Update

As of early April 2026, of the \$36 million contract capacity, there was \$22.5 million in authorized purchase orders and at least an additional \$3.7 million in future purchase orders, leaving approximately \$9.7 million in uncommitted contract capacity.

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