

MEMORANDUM

December 8, 2016

TO: MEMBERS, PORT COMMISSION
Hon. Willie Adams, President
Hon. Kimberly Brandon, Vice President
Hon. Leslie Katz
Hon. Eleni Kounalakis
Hon. Doreen Woo Ho

FROM: Elaine Forbes
Executive Director

SUBJECT: Request authorization to advertise for competitive bids for Construction Contract No. 2784, Pier 23 Roof Repair Project

DIRECTOR'S RECOMMENDATION: Approve Attached Resolution

Executive Summary

Port staff requests Port Commission authorization to advertise for competitive bids for Contract No. 2784, Pier 23 Roof Repair Project (the "Project"). This Project will provide a new roof for Pier 23. This Project scope includes removal and replacement of existing roofing materials and flashing, hazardous material abatement, and restoration of monitor windows. The project is funded from the Port's capital budget.

Strategic Objective

This Project supports the Port's Strategic Plan strategies of Renewal, Livability, and Sustainability.

Renewal: The Project will rehabilitate an important historic resource in the Embarcadero Historic District.

Livability: The Project promotes living wage jobs by providing opportunity for local business enterprises (LBE's) and by meeting mandates for Local Hire in construction projects.

Sustainability: The Project will include best practices for construction.

THIS PRINT COVERS CALENDAR ITEM NO. 10C

Background

Pier 23 is a historic pier building over water, built in 1936. Piers 19, 19 ½ and 23 were most recently used for the America's Cup operations in 2012. Prior to that, the piers were operated and maintained under a master leasehold which was terminated in February 2009. Port staff inspected the roofs when the buildings were turned over to the Port, and found them to be in poor condition. The condition of Pier 19 was poorer than Pier 23, and was repaired in 2010. Pier 23 was last roofed 34 years ago in 1976. Pier 23 is currently under used, with two small dry storage tenants leasing approximately 18% of the facility. The roof currently has two cell towers. The Real Estate Division is implementing a leasing plan for the remainder of the space.

Project Description

The Project scope includes removal of existing roofing materials, hazardous material abatement, minor dry rot repair to the roof deck, concrete parapet repairs, repair of existing drains and installation of new code required overflow drainage and installation of a new built-up membrane roof and flashing. Additional work to refurbish existing historic light monitor windows will be an additive alternate bid item.

A temporary barrier and continuous air quality oversight by a Certified Industrial Hygienist will protect the tenants during the removal of any roofing material and hazardous material abatement. Repairs to historic features of the pier building will be consistent with the Secretary of the Interior Standards as Pier 23 is listed on the National Register of Historic Places. Existing historic features include steel frame windows, roof ventilators, parapets, and areas on the roof side of the façade. Two cellular antenna towers located on the Pier 23 bulkhead will be removed by the operator prior to construction. The operator will replace the cell antenna once construction is complete.

All construction documents required for this project have been prepared by Port staff.

Climate Change

Sea Level Rise is not expected to cause any major issue during the design life of this Project. The design life of this Project is projected to be 30 years.

Regulatory Approvals and Permits

The historic status of the building exempts the building from meeting the requirements of the Title 24 Energy Code.

Western Gulls commonly nest on roofs along the Port. Environmental regulations under the federal Migratory Bird Treaty Act (MBTA) protect the Western Gull during their nesting season. The nesting season occurs from mid-April through early September. The construction period of the project is temperature sensitive and requires dry weather. As the time period of the dry season and bird nesting season coincide, the Port plans to commence work prior to the nesting season to prevent Western Gulls from establishing active nests, with a planned start date of March 2017.

Based on the project review findings as described above, Port Planning division staff determined this proposal to be a "non-project" and exempt from the California Environmental Quality Act (CEQA). Additionally, Port Planning division staff found that

the scope of work is within the parameters of the Port's existing BCDC Permit M77-17 and does not rise to the level of requiring BCDC review or a permit from the Army Corps of Engineers.

A Port Building Permit will be secured once the Project bid period is complete.

Compliance with San Francisco Contract Monitoring Division

The Contract Monitoring Division (CMD) enforces the City's Administrative Code Chapter 14B, the Local Business Enterprise and Non-Discrimination in Contracting Ordinance. The ordinance establishes 10% bid discounts for Local Business Enterprise ("LBE") prime contractors and empowers CMD to set LBE subcontractor participation goals based upon availability of LBE firms to complete the type of work included in the contract.

CMD staff have reviewed the Project scope and funding sources for this contract, and established a 10% LBE subcontractor participation goal, which will be included in the bid solicitation.

Port staff will work with CMD staff to outreach to construction contractors located in San Francisco to encourage bidding by LBE contractors. Outreach will include email notifications to LBE contractors, posting the bid opportunity at the San Francisco Contractor's Assistance Center, and facilitating introductions at the Pre-bid meeting.

San Francisco Local Hiring Ordinance

The Project will comply with the City's Local Hiring Ordinance which went into effect on March 25, 2011. The mandatory participation level that is currently in effect and applicable for this Project is 30% of all project hours within each trade performed by local residents, with no less than 15% of all project work hours within each trade performed by disadvantaged workers.

Advertisement

Bids will be advertised to reach contractors through the following methods:

- Direct targeted emails based on location and trade
- Chambers of Commerce – Postings and alerts within the traditional and ethnic Chambers
- Merchant Associations - Postings and alerts within the traditional and ethnic Chambers
- Minority/Women Business Enterprise Agencies
- Direct phone calls to targeted individuals and businesses to promote joint ventures
- Contract Monitoring Division list of contractors
- Port Internet
- Office of Contract Administration Internet Site
- San Francisco Public Library
- Plan Rooms (Builders Exchange, Contractors Information Network, etc.) 18 total
- Chambers of Commerce:
 - Hispanic Chamber of Commerce

- San Francisco African Chamber of Commerce
- Chinese Chamber of Commerce
- San Francisco Chronicle (or Examiner)
- Community Newspapers:
 - Bay Area Reporter
 - Central City Extra
 - El Mensajero
 - EL Reportero
 - Marina Times/Northside Publications
 - Potrero View
 - San Francisco Bayview
 - Sing Tao Daily
 - Small Business Exchange
 - The Western Edition
 - World Journal
 - Sun Reporter
- SFPUC Contractor Assistance Center

After the solicitation and receipt of bids, Port staff will propose award of the contract to the lowest responsive, responsible bidder.

Funding & Budget

The Engineer’s cost estimate for the Construction Contract is:

Engineers Estimate - Base Bid	\$ 3,400,000
10% Contingency of Base Bid	\$ 340,000
Total Estimated Base Bid Construction Cost	\$ 3,740,000
Engineers Estimate - Additive Alternate	\$ 446,000
10% Contingency of Additive Alternate	\$ 44,600
Total Estimated Base Bid + Additive Alternate Construction Cost	\$ 4,230,600

The Project is funded by the Port Capital funds as follows:

CPO 759	Roof Repair Fund	\$ 2,807,000
CPO 778	Pier Structural Repair Fund Phase II	\$ 933,000
Total		\$ 3,740,000

Schedule

The anticipated Project schedule is noted below:

Commission Approval to Advertise	December 13, 2016
Advertise for Bids	December, 2016
Commission Approval of Award of Contract	February, 2017
Substantial Completion	August, 2017
Final Completion	October, 2017

Summary

Port staff is prepared to seek competitive bids for this Project and therefore respectfully asks the Port Commission for authorization to advertise for competitive bids for Construction Contract No. 2784, Pier 23 Roof Repair Project.

Prepared by: Wendy Proctor
Project Architect, Engineering

For: Eunejune Kim
Chief Harbor Engineer

EXHIBITS:

Exhibit A – Pier 23 Location Plan

Exhibit B – Pier 23 CMD Goal Approval Memo

**PORT COMMISSION
CITY AND COUNTY OF SAN FRANCISCO**

RESOLUTION NO. 16-47

- WHEREAS, Port staff seeks Port Commission authorization to solicit competitive bids for construction Contract No. 2784, Pier 23 Roof Repair Project (the “Project”); and
- WHEREAS, Pier 23 was built in 1936, is an important contributing asset to the Embarcadero Historic District, and has a roof that was installed approximately 34 years ago which needs replacement; and
- WHEREAS, the Project scope for the base bid will provide a new roof assembly for Pier 23, and will refurbish light monitor windows as an additive alternate bid item; and
- WHEREAS, Port staff have completed design drawings and specifications for the Pier 23 Roof Repair Project; and
- WHEREAS, the Project scope of work was determined to be a “non-project” and exempt from the California Environmental Quality Act (CEQA); and within the parameters of the Port’s existing BCDC Permit M77-17 and does not rise to the level of requiring BCDC review or a permit from the Army Corps of Engineers; and
- WHEREAS, the Project will be submitted to Port Building Permit staff for review and approval under the Port Building Code once the Project bid is completed; and
- WHEREAS, the current estimated project cost for the base bid is \$3,400,000, and the 10% contingency is \$340,000 for a total of \$3,740,000; and
- WHEREAS, the estimated Project cost for the base bid, including the 10% contingency is fully funded by Port Capital Roof Repair Fund, CPO 759, Pier Structural Repair Fund Phase II, CPO 778; and
- WHEREAS, Port staff will incorporate the subcontracting goal of 10% for Local Business Enterprises (LBEs) as recommended by the City’s Contract Monitoring Division (CMD) and requirements of the San Francisco Local Hiring Ordinance including the mandatory participation level for each qualifying trade, in the solicitation of bids for this Project; now, therefore be it
- RESOLVED, that the Port Commission hereby authorizes Port staff to advertise for and accept competitive bids for Contract No. 2784, Pier 23 Roof Repair Project.

I hereby certify that the foregoing resolution was adopted by the San Francisco Port Commission at its meeting of December 13, 2016.

Secretary

Exhibit A – Pier 23 Location Plan



Exhibit B – Pier 23 CMD Goal Approval Memo



OFFICE OF THE CITY ADMINISTRATOR CONTRACT MONITORING DIVISION



Edwin M. Lee, Mayor
Naomi M. Kelly, City Administrator

Romulus Asenloo, Acting Director

MEMORANDUM

Date: December 2, 2016
To: Wendy Proctor, The Port of San Francisco
From: Finbarr Jewell, CMD *FJ*
Subject: Goal Approval Memo
Pier 23 Roof Repair Project, Contract # 2784.

The Contract Monitoring Division (CMD) has reevaluated the Engineer's Estimate for the subcontractor opportunities for the above referenced project, as well as LBE availability data. CMD has determined the City wide 20% LBE participation requirement cannot be met on this project because the project is primarily a roofing project and only a limited number of certified LBE roofing contractor's perform this work.

Based upon this review, the LBE subcontractor goal for the project is now 10%. Small and Micro-LBEs certified by CMD can be used to meet the subcontracting goal. In addition, the following availability information should be conveyed in the bid specifications.

The LBE subcontracting participation goal for this contract is 10%. Small and Micro-LBEs certified by CMD can be used to meet this subcontracting goal.

Pursuant to Sec. 14B.9 of the San Francisco Administrative Code, bidders are hereby advised that the availability of Minority Business Enterprise ("MBE"), Women Business Enterprise ("WBE"), and Other Business Enterprises ("OBE") to perform subcontracting work on this project is as follows: 1.5% MBE, 0.4% WBE, and 8.1% OBE.

Bidders are further advised that they may not discriminate in the selection of subcontractors on the basis of race, gender, or other basis prohibited by law, and that they shall undertake all required good faith outreach steps in such a manner as to ensure that neither MBEs nor WBEs nor OBEs are unfairly or arbitrarily excluded from the required outreach.

Should you have any questions please do not hesitate to contact me at 415 274 0511

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