

## MEMORANDUM

June 8, 2018

**TO:** MEMBERS, PORT COMMISSION  
Hon. Kimberly Brandon, President  
Hon. Willie Adams, Vice President  
Hon. Gail Gilman  
Hon. Victor Makras  
Hon. Doreen Woo Ho

**FROM:** Elaine Forbes  
Executive Director

**SUBJECT:** Request authorization to advertise for competitive bids for Construction Contract No. 2806, Pier 31 Shed Window & Wall Repair Project

**DIRECTOR'S RECOMMENDATION:** Approve Attached Resolution

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### **Executive Summary**

Port staff requests the Port Commission's authorization to advertise for competitive bids for Contract No. 2806, Pier 31 Shed Window & Wall Repair Project ("Project"). Project base bid scope includes repair of historic steel windows and cracks in concrete walls in the Pier 31 shed. The Project is part of a continued effort to restore a Port real estate asset to return the facility to active use. The proposed solicitation will include additive alternate bid items for the same work as the base scope but in areas with less priority, in an effort to secure bids within the Project budget. The Project location is illustrated in Attachment A: Area of Work Location Map.

### **Strategic Objectives**

This Project supports the Port's strategic plan objectives as follows:

- **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 environmental practices for construction.

- **Economic Vitality:** The Project will provide needed repairs which, combined with roof and structural repairs completed in prior contracts, will enable the Port to lease this facility and return it to active economic use.

### **Project Description**

Pier 31 is a contributing resource within the San Francisco Embarcadero Historic District which is listed in the National Register of Historic Places. The Pier 31 bulkhead and shed was built in 1918 in the neoclassical architectural style together with Pier 29½ and Pier 29 bulkheads. The Project is part of a continued effort to restore this Port real estate asset, which was red-tagged in 2009, to leasable condition. In an effort to secure bids within the Project budget, the bid solicitation will include a base bid scope for repair of historic steel windows and cracks in concrete walls in the shed where it is a priority to provide high quality dry storage that is water tight. An additional alternate item will be included in the contract to repair historic steel windows and cracks in concrete walls in the shed in the area where the repairs can potentially be deferred to a later date. It is desirable to make all the repairs. The total budget for this project, including contingency is \$790,845. Construction documents required for this Project have been prepared by Port historic preservation consultant, Knapp Architects.

The proposed Project would supplement facility repairs completed in prior Pier 31 construction contracts approved by the Port Commission to provide structural building and roof repairs, and pier apron repairs completed by the Port Maintenance Division. These repairs were completed in 2016 and lifted the red-tag status of the facility. Currently, Contract No. 2783 approved by the Port Commission in 2017 is in process to complete restroom and utility repairs. The window and wall repairs in the proposed Project base bid scope will provide Pier 31 with high quality dry storage light industrial shed that is water tight. All work at Pier 31 has been required to be consistent with Secretary of Interior Historic Preservation Standards (Secretary Standards), which also would apply to the current Project.

### **Regulatory Approvals**

In March 2016, the Chief Harbor Engineer issued Engineering and Facilities Maintenance Directive 2016-01, Ongoing Maintenance of Port of San Francisco Property (Port Maintenance Directive), which received a Categorical Exemption from the San Francisco Planning Department to comply with environmental review requirements under the California Environmental Quality Act (CEQA). The Project window and wall repair scope is consistent with the Port Maintenance Directive. Port Planning & Environmental staff reviewed the base bid scope and determined it to be consistent with the Secretary Standards, as required in the Port Maintenance Directive. The Project does not require any further CEQA review. The Project scope also falls within the San Francisco Bay Conservation and Development Commission (BCDC) Permit M1977.017 that provides for Port repair and maintenance work to its facilities. Neither a Regional Water Quality Control Board nor Army Corps of Engineers' permit is needed for this scope of work. The project team will secure a Port building permit before the start of construction. Oversight by a third party Certified Lead Professional and or

Certified Asbestos Consultant during the removal of any hazardous material abatement will be provided.

### **Climate Action**

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 approximately 30 years.

### **Local Business Enterprise (LBE)**

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 LBE prime contractors and empowers CMD to set LBE subcontractor participation requirements 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 determined a 20% Local Business Enterprise subcontractor participation requirement for the Project based on the amount of the base bid scope of work.

### **Advertisement**

Under the proposed bid solicitation, qualified bidders must possess a Class B Contractor's License with at least five (5) years of experience working on historic public work construction. Port staff will work with CMD for small business outreach to encourage bidding from local construction contractors. Bids will be advertised to reach contractors through the following methods:

- Port Internet
- Direct targeted emails based on location and trade
- Chambers of Commerce and Merchant Associations – Postings and alerts within the traditional and ethnic Chambers
  - Hispanic Chamber of Commerce
  - San Francisco African Chamber of Commerce
  - Chinese Chamber of Commerce
  - LGBT Chamber of Commerce
- Minority/Women Business Enterprise Agencies
- Direct phone calls to targeted individuals and businesses to promote joint ventures
- Contract Monitoring Division list of contractors
- Office of Contract Administration Internet Site
- SFPUC Contractor Assistance Center
- Plan Rooms (Builders Exchange, Contractors Information Network, etc.) 18 total
- San Francisco Chronicle (or Examiner)
- Community Newspapers:
  - Bay Area Reporter
  - El Reportero
  - Marina Times/Northside Publications
  - Potrero View

- Sing Tao Daily
- Small Business Exchange
- World Journal

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

**Funding**

The engineer’s estimate and funding source for this Project are noted below:

Project Scope	Engineer’s Estimate
Steel Window and Concrete Wall Repairs	\$718,950
10% Construction Contingency	\$71,895
Total Estimated Cost with contingency	\$790,845

The total estimated construction cost for this Project, which includes a 10% contingency, is \$790,845. The Project is fully funded from the following Port Capital Account: CPO 930: Northern Waterfront Historic Pier Repair Fund.

Bid solicitation documents will include the additive alternate bid item for additional shed window and wall repairs in areas with lesser priority, should bid amounts allow for inclusion of the work within the Project budget.

**Schedule**

The following is the anticipated Project schedule:

Commission Approval to Advertise	June 12, 2018
Advertise for Bids	July, 2018
Award of Contract	September 2018
Notice to Proceed	October 2018
Substantial Completion	January 2019

**Summary**

The Project will further rehabilitate an important historic resource to a leasable condition for dry storage with scope that includes repairs to historic steel windows and cracks in the concrete shed walls. The Project will enable this asset to be returned to a revenue-generating light industrial use. Additionally, this is a good project for LBE participation.

**Recommendation**

The project will provide a water-tight building envelope for Pier 31 and future tenants. Port staff requests Port Commission authorization to advertise for competitive bids for Contract No. 2806, Pier 31 Shed Window & Wall Repair Project, including budget and contract bid requirements described in this report.

Prepared by: Wendy Proctor  
Project Architect

For: Rod K. Iwashita  
Deputy Director  
Chief Harbor Engineer

Attachments

A: Area of Work Location Map

B: CMD Review Memorandum

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

**RESOLUTION NO. 18-36**

- WHEREAS, Port staff seeks authorization to obtain competitive bids for construction Contract No. 2806, Pier 31 Shed Window & Wall Repair Project (the “Project”); and
- WHEREAS, the base bid for this Project will provide repairs to historic steel windows and cracks in the concrete shed walls; and
- WHEREAS, the Project bid documents will include an additive alternate bid item for repair to historic steel windows and cracks in the concrete shed walls in areas with lesser priority should the bid amounts allow for inclusion of this alternate scope of work in the contract; and
- WHEREAS, Pier 31 is a contributing resource to the Embarcadero Historic District and the proposed Project work has been reviewed and determined to comply with Secretary of Interior Standards for Historic Rehabilitation; and
- WHEREAS, Port staff, along with a historic preservation consultant have completed design drawings and specifications for the Project; and
- WHEREAS, the current estimated cost for this Project is \$718,950, and the corresponding 10% contingency is \$71,895 for a total estimated cost of \$790,845; and
- WHEREAS, the current estimated Project cost, including the 10% contingency is fully funded from Port Capital Funds, CPO 930 - Northern Waterfront Historic Pier Repair Fund; and
- WHEREAS, the scope for Pier 31 Shed Window & Wall Repair Project is consistent with the Directive for Maintenance and Repair for Port Facilities, which received a Categorical Exemption under the California Environmental Quality Act (CEQA) on March 16, 2016 and thus does not require further CEQA environmental review, and is covered in San Francisco Bay Conservation and Development Commission (BCDC) Permit M1977.017.19 that provides for Port repair and maintenance work to its facilities; and
- WHEREAS, Port staff will incorporate the subcontracting requirement of 20% 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 San Francisco Port Commission hereby authorizes Port staff to advertise for and accept competitive bids for Construction Contract No. 2806, Pier 31 Shed Window & Wall Repair Project.

***I hereby certify that the foregoing resolution was adopted by the San Francisco Port Commission at its meeting of June 12, 2018.***

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Secretary

**ATTACHMENT A**  
AREA OF WORK LOCATION MAP



CONTRACT 2806 Pier 31 Shed Window & Wall Repair Project  
**ATTACHMENT B**



## CMD Goal Approval Memo



### CONTRACT MONITORING DIVISION CITY ADMINISTRATOR'S OFFICE



Mark E. Farrell, Mayor  
Naomi M. Kelly, City Administrator

Romulus Asenloo, Director

#### MEMORANDUM

Date: May 25, 2018  
To: Wendy Proctor, The Port of San Francisco  
From: Finbarr Jewell, CMD  
Subject: LBE Participation Memo, Pier 31 Shed Window & Wall Repair Project

The Contract Monitoring Division (CMD) completed its review of the Engineer's Estimate of the subcontractor opportunities for the above referenced project, as well as LBE availability data. Based upon this review, the LBE subcontractor requirement for the project is 20%. Small and Micro-LBEs certified by CMD can be used to meet the subcontracting requirement.

In addition, the following availability information should be conveyed in the bid specifications:

The LBE subcontractor participation requirement for this contract is 20%. Small and Micro-LBEs certified by CMD can be used to meet this subcontracting requirement.

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: 11.2% MBE, 2.4% WBE, and 6.4% 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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CONTRACT 2806 Pier 31 Shed Window & Wall Repair Project