Office of Community Investment and Infrastructure

First Amendment to Personal Services Contract with MJF & Associates Consulting

OCII Shipyard Site Office Management and HPSCAC/Legacy Foundation Sup Services

October 20, 2026

Overview

Amendment: Increase contract amount with MJF & Associates by $100,000, from $800,000 to $900,000, to continue performing the following scope of work:

- Operate Hunters Point Shipyard Site Office
- Support the Hunters Point Shipyard Community Advisory Committee (HPSCAC) & Legacy Foundation
- Conduct community outreach for the Hunters Point Shipyard/Candlestick Point project and CAC-related activities

Background

- HPSCAC was established in 1995 to advise OCII on Shipyard remediation and redevelopment activities
- Legacy Foundation provides oversight and advises on the programming of Community Benefits Fund allocations from Shipyard Phases 1 and 2
- OCII has operated a Site Office at the Hunters Point Shipyard since 1996, with contracted consultant services supporting Site Office operations, the HPSCAC, Legacy Foundation, and OCII
- On December 2, 2025, the Commission approved a three-year, $800,000 contract with MJF & Associates Consulting following a competitive RFP process. The contract expires November 30, 2028.

Reasons for Budget Increase

- **Increased CAC Activity**: Additional CAC meetings and sessions related to Shipyard redevelopment, remediation, and workforce/job training, and contracting opportunities

- **Continued Service Delivery**: The proposed $100,000 increase will provide sufficient budget authority to support continued CAC activities, Site Office operations, and community outreach

Action

- On October 13, the CAC unanimously voted to support this contract amendment.

- Recommend OCII Commission authorization of the First Amendment to the Personal Services Contract with MJF & Associates Consulting to increase the budget from $800,000 to $900,000 to continue operating the Site Office, support the CAC, and conduct community outreach