



122-0162018-002

Agenda Item **No. 5 (d)**
Meeting of September 18, 2018

MEMORANDUM

TO: Community Investment and Infrastructure Commissioners

FROM: Nadia Sesay, Executive Director

SUBJECT: Authorizing, pursuant to the Transbay Implementation Agreement, a Memorandum of Understanding with the City and County of San Francisco, acting through its Department of Public Works for design and project management services in an amount not to exceed \$3,895,613 and a term of 3 years ending September 18, 2021 for the Transbay Park project that is within the scope of the Transbay Terminal/ Caltrain Downtown Extension/ Redevelopment Project Final Environmental Impact Statement/ Environmental Impact Report and the Final Environmental Impact Report Transit Center District Plan and Transit Tower, both Program EIRs, and is adequately described in these EIRs for purposes of the California Environmental Quality Act; Transbay Redevelopment Project Area

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MAYOR

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EXECUTIVE SUMMARY

In 2005, the Board of Supervisors of the City and County of San Francisco (the "City") adopted the Transbay Redevelopment Plan (the "Plan") to redevelop the Transbay Redevelopment Project Area ("Project Area") and to generate funding from the development on 10 acres of State-owned property for the construction of the new Salesforce Transit Center ("STC"). The Transbay Redevelopment Project Area Implementation Agreement ("Implementation Agreement") is an enforceable obligation which requires the Successor Agency to the Redevelopment Agency of the City and County of San Francisco, hereafter referred to as the Office of Community Investment and Infrastructure ("OCII") to "execute all activities related to the implementation of the Transbay Redevelopment Plan, including but not limited to, activities related to major infrastructure improvements." Both the Plan and the 2006 Transbay Streetscape and Open Space Concept Plan ("Streetscape Plan") specified that the Project Area would

include a central, public park that would serve as a destination in the neighborhood. Hence, bringing this valuable public amenity to fruition as community-serving open space will significantly contribute to the success of the new neighborhood surrounding the STC.

The Transbay Park (the “Project”) site is Block 3 (the “Site”) of Zone 1 of the Transbay Redevelopment Project Area (see attachment 2). Project Area Blocks 2, 3 and 4 currently comprise the master block between Howard, Beale, Folsom and Main Streets that was the Transbay Joint Power Authority’s (“TJPA”) Temporary Bus Terminal (“Temporary Terminal”). With the opening of the new STC and the transfer of bus activity from the Temporary Terminal to the new facility, Blocks 2, 3, and 4 will be freed up for development in accordance with the Plan and the Development Controls and Design Guidelines for the Transbay Redevelopment Project (“DCDG”).

The proposed Memorandum of Understanding (“MOU”) between OCII and San Francisco Public Works (“SFPW”) will contract SFPW to provide professional services assisting OCII in the delivery of the Project. These professional services include design of the Project by City architects and engineers, project management, disabled access reviews, and site assessment remediation services. Additional services through SFPW and its as-needed consultant pool include site survey, environmental site assessment, tree assessment, geotechnical report, cost estimating and constructability reviews. The fee for SFPW’s services to the Project under the MOU is \$2,674,680, which covers SFPW’s project management, design, engineering, ADA review fees, MTA design review fees, Public Utilities Commission (“PUC”) lighting review fees, contract monitoring, site assessment remediation, and construction management. The MOU service budget also includes an allowance for various as-needed consultant services that SFPW would oversee. Examples of such as-needed services are San Francisco third-party cost estimating or environmental and engineering studies. The budget allowance to cover these as-needed services is \$1,220,933. Hence, the total value of the SFPW-headed services covered in the MOU is \$3,895,613.

This MOU outlines the services to be provided by SFPW assisting OCII in the development of Transbay Park starting in Concept/Schematic Design of the Project and carrying all the way through permitting, advertisement and bidding, and selection of the General Contractor for the Project.

After completion of Transbay Park, OCII will transfer it to the City for a governmental purpose, as required under Redevelopment Dissolution Law and the state-approved long range property management plan.

Staff recommends approval of this MOU with SFPW.

BACKGROUND

In 2006, the Redevelopment Agency of the City and County of San Francisco (the “Former Agency”) and the San Francisco Planning Department (“Planning Department”), in collaboration with other City

agencies and the TJPA, commissioned production of the 2006 Transbay Streetscape and Open Space Concept Plan. The Streetscape Plan includes design elements related to the ten major streets and six public alleyways within the Project Area, as well as neighborhood parks and areas below bus and freeway ramps. Furthermore, the Streetscape Plan includes recommended landscaping, sidewalk paving, tree types, street furniture, and lighting for each street. It also delineates the purpose of each public right-of-way and links the Transbay neighborhood to the adjacent Rincon Hill neighborhood.

In accordance with the Streetscape Plan, OCII is responsible for developing the public open spaces comprised of those State-owned parcels not slated for sale to residential, commercial, or mixed-use developers as public open space. With multiple development blocks in the Project Area under or completing construction, and the recent opening of the STC, OCII desires to move forward with the design and development of Transbay Park. As the owner and operator of the Temporary Terminal, the TJPA currently has site control of Block 3. The TJPA will transfer the Site to OCII once construction of the Project is set to begin. Upon completion of the Project, OCII will transfer Transbay Park to the City to conform with Redevelopment Dissolution Law. The East Cut Community Benefits District (“CBD”) will operate and maintain Transbay Park through at least 2031.

DISCUSSION

Due to the high density of the surrounding uses Transbay Park will serve as the neighborhood “living room.” The design goals for the Project include creating facilities that maximize utilization by surrounding residents, workers and visitors; incorporating programming for young children; and minimizing maintenance costs through sustainable design. The programming will include a mix of active recreation and passive open space, and the City Design Team will consider energy and water net zero strategies. At a minimum the new park will include open space with flexibility for festivals and other public events, a plaza with seating, a large playground area for children between the ages of 1 – 12, a single story building with restrooms and a maintenance shed, passive recreation areas for all ages, pathways, building and site lighting, paved areas, planting, trees in the park and on sidewalks, and automatic irrigation.

Supplemental to the park design in the base scope of work is the renovation of the sidewalks adjacent to the park flanking Main and Beale streets. Both Tehama and Clementina Streets will be designed and constructed by the private developers of Transbay Blocks 4 (located between Main, Beale, Howard and the extension of Tehama) and 2 (located between Main, Beale, Folsom, and the extension of Clementina), respectively. The City Design Team will coordinate with the adjacent projects for continuity in streetscape design where the Project will interface with Tehama and Clementina Streets.

The current schedule for the Project assumes full Schematic Design of the park by summer 2019, completion of the Construction Documents by spring 2020, construction start in late 2020, and the park opening to the public in spring 2022.

SFPW's landscape architecture, architecture, and engineering staff (the "City Design Team") will be responsible for the Project's design. The SFPW Landscape Design Team's three most current Parks and Recreation projects that involve new design and new construction are Joe DiMaggio Playground, SoMa West Dog and Skate Park, Cayuga Park, and the Betty Ann Ong Chinese Recreation Center. All were completed between 2012 – 2015. Of those four projects only one, SoMa West Dog and Skate Park, was a new park that SFPW designed from scratch. Hence, team has relevant project experience required for the Transbay Park project. The Project represents a unique opportunity for SFPW to design the centerpiece public space in the Transbay neighborhood.

Public Works will provide design services, attend project meetings, and ensure design consistency with City requirements that pertain to OCII projects. Similarly, SFPW is responsible for ensuring that the Project complies with all OCII requirements. Schematic Design, Design Development, and Construction documents preparation is also included in the services by SFPW. Traffic signal design, routing design impacted by the Beale and Main streets sidewalk widening, and peer review of the sidewalk improvements will be performed by MTA Engineers, and the streetscape lighting will be reviewed by PUC staff. SFPW Disability Access ("ADA") Coordinators will provide Americans with Disabilities Act compliance review during design of the Project. SFPW Site Assessment Remediation ("SAR") will provide environmental specifications and coordination with environmental consultants. SFPW Contract Monitoring Division ("CMD") will assist with Division 0 and 1 specifications and SFPW Contract Administration will assist with, advertisement for bid and award of construction contract. SFPW CMD will take the lead, but will work in conjunction with OCII's CMD staff. SFPW will also support, coordinate, and manage communication between the City Design Team and the various City agencies, including SFPW, MTA, and the PUC. SFPW will bill OCII for all project costs including reimbursing other City agencies for work, pursuant to Attachment 1, Memorandum of Understanding between OCII and SFPW. SFPW will have separate agreements with the MTA and PUC to review specific Project components.

Under the MOU, SFPW will perform a host of professional services in connection with the development and delivery of Transbay Park. These services include:

- Provide design services and prepare Schematic Design, Design Development and Construction documents
- Prepare all MOUs with other City agencies
- Bill OCII for project costs and reimburse other City departments
- Attend Project meetings
- Ensure Project design is consistent with City requirements that apply to OCII projects
- Estimate costs
- Prepare the construction contract
- Advertise, bid and award the construction contract

A detailed description of the SFPW's services to the Project is provided in section IV of the MOU.

BUDGET

The total cost for these services is a not-to-exceed amount of \$3,895,613. Of this total, \$2,674,680 represents the cumulative amount being paid to SFPW, MTA, and PUC for their collective work on the Project and breaks down as follows:

SFPW Fees	
<i>SFPW Management & Service Fees</i>	\$ 841,951
15% fee contingency	\$ 126,293
Total SFPW Management & Services Fees	\$ 968,244
<i>SFPW Design, Engineering, & ADA Review Fees</i>	\$ 1,286,012
15% fee contingency	\$ 192,902
Total SFPW Design, Engineering, & ADA Review Fees	\$ 1,478,914
Total SFPW	\$ 2,447,158
MTA Fees	\$ 172,845
15% fee contingency	\$ 25,927
Total MTA	\$ 198,772
PUC Fees	\$ 25,000
15% fee contingency	\$ 3,750
Total PUC	\$ 28,750
Total	\$ 2,674,680

The remaining \$1,220,933 is a reserve in place to cover as-needed consultant services that will be needed for the Project, including but not limited to the following services:

- Third party cost estimating services and cost estimate reconciliation
- Constructability review
- Environmental Site Assessment Phase I and II
- Site, Building, Tree Removal and Planting, Street improvement and Encroachment Permits
- Maher Ordinance application fees
- PUC Stormwater Control Plan review Fees
- City Attorney fees
- Reproduction and Printing costs
- Informal Arts Commission Review
- Regulatory Affairs services
- Tree removal/Planting Permits

- Fees from City or State governing and/or regulatory agencies (excluding those during construction)
- Outside firm market study/public outreach contract

The MOU also details certain assumptions about the Project such as its environmental clearance, and clarifies those services that are excluded from SFPW's base scope of work but that OCII may request SFPW to perform for additional fees. Lastly, the MOU explains the financial oversight and auditing of the Project, insurance provisions, and the dispute resolution protocol to be followed by OCII and SFPW.

CALIFORNIA ENVIRONMENTAL QUALITY ACT

Approval of the MOU will allow for the design and pre-development of Transbay Park. The Transbay Park Project is within the scope of the projects analyzed in the Transbay Terminal/Caltrain Downtown Extension/Redevelopment Project Final Environmental Impact Statement/Environmental Impact Report and the Final Environmental Impact Report Transit Center District Plan and Transbay Tower and requires no further environmental review beyond these environmental documents and their addenda pursuant to CEQA and CEQA Guidelines Section 15180, 15162, and 15163.

STAFF RECOMMENDATION

Staff recommends approving the MOU in the aggregate not to exceed amount of \$3,895,613.

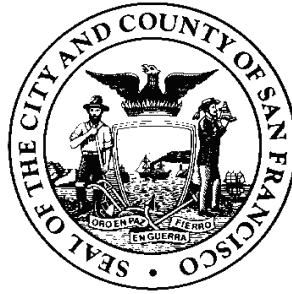
Originated by Benjamin Brandin, Transbay Development Specialist)



Nadia Sesay
Executive Director

- Attachment 1: Memorandum of Understanding for the Transbay Park Project
Attachment 2: Transbay Redevelopment Project Area map
Attachment 3: Project plan view and contextual illustration

Attachment 1



MEMORANDUM

To: Office of Community Investment and Infrastructure

Through: Edgar Lopez
Public Works Deputy Director, City Architect

From: Kathleen O'Day
Public Works Building Design and Construction Project Manager

Date: August 2, 2018

Subject: Proposed Memorandum of Understanding and Fee Proposal for Professional Services for **Transbay Park** Project

San Francisco Public Works ("SFPW") is pleased to submit this Memorandum of Understanding ("MOU") and fee proposal to provide professional services to assist the Office of Community Investment and Infrastructure ("OCII") in the delivery of the **Transbay Park** Project. Professional services include Project Management, Design by City Architects and Engineers, Disabled Access reviews, Site Assessment Remediation services, Construction Contract Preparation through contractor selection, Administration, Bid, Advertisement and contractor selection. Additional services through SFPW and its as-needed consultant pool include site survey, environmental site assessment, tree assessment, geotechnical report, cost estimating and constructability reviews.

The following MOU and associated fee proposals define the scope of services proposed to be performed by San Francisco Public Works, San Francisco Municipal Transportation Agency ("SFMTA"), and San Francisco Public Utilities Commission ("SFPUC"), as well as the roles and responsibilities and mutual understanding between Public Works and OCII, for this proposed scope of services. We look forward to your comments on the MOU in order to advance towards providing our services.

If you have any questions, please contact Kathleen O'Day at 415-558-4534.

Cc: Ron Alameida, Director of Project Management, Public Works (BDC)

Memorandum of Understanding

TRANSBAY PARK PROJECT

San Francisco Public Works (“SFPW”) will coordinate with and assist the Office of Community Investment and Infrastructure’s (“OCII”) Transbay Project Management team to deliver the Transbay Park Project. SFPW Project Management (“PM”) will assemble and manage a City team to provide professional services for OCII’s Transbay Park Project as per the scope of work outlined in the following agreement: **Transbay Park Project, September 18, 2018** (the “Agreement”). The Agreement has a 3-year term ending on September 18, 2021.

OCII agrees to fund all City agency services involved with the Transbay Park Project on a reimbursable basis to SFPW for each phase of work in accordance with the project budget and schedule in the following Agreement for a total amount of \$2,674,680. OCII agrees to repayment of SFPW funded services rendered between November 2017 and approval of the MOU. Additionally, should this MOU not be approved, OCII will reimburse SFPW in full for services rendered. Public Works also recommends setting aside an allowance of \$1,220,933 for fees and as needed consultant services to be contracted pending OCII approval. The total project controls are valued at a not-to-exceed sum of \$3,895,613. The design team shall design Transbay Park's estimated construction cost to 5% below the Fixed Construction Budget Limit. The Fixed Construction Budget Limit will be established by OCII at the end of the project initiation/planning phase.

OCII and SFPW acknowledge the current draft project scope and total project budget require realignment after the 6 month planning phase and additional validation through cost estimating during the schematic phase to ensure the project scope aligns with project budget.

Public Works agrees to provide services according to the project schedule as described in the Agreement. SFPW, in conjunction with OCII will manage the project from design through bid advertisement and recommendation for construction contract award. SFPW Project Manager will support, coordinate, and manage all communications between the City project teams including SFPW, SFMTA and SFPUC. The Project MOU and attachments herein collectively contain the principal terms and conditions upon which SFPW will provide project planning, design and engineering services, construction contract advertisement, and recommendation for construction contract award for the Transbay Park Project.

San Francisco Public Works
Recommended By:

Kathleen O'Day, PM Date

Approval by:

Edgar Lopez, City Architect
Date _____

Approved By:

Mohammed Nuru
Public Works Director

Date _____

Office of Community Investment and Infrastructure
Recommended By:

Benjamin Brandin, DS
Date

Approval by:

Shane Hart, Project Manager Date

Approved By:

Nadia Sesay
OCII Executive Director

Date _____

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RECITALS

- A. The Transbay Park Project (the “Project”) furthers a portion of the Transbay Redevelopment Plan (the “Redevelopment Plan”) and the Transbay Redevelopment Project Area Streetscape & Open Space Concept Plan (the “Concept Plan”) approved in 2005 and 2006, respectively.
- B. The Concept Plan was further refined in the Transit Center District Plan (2012). The Concept Plan included new public open spaces, new alleyways (Tehama and Clementina), and improvements to existing streets, widened sidewalks, street trees, lights, seating areas, and other elements to enhance and complete the vision for the Transbay Redevelopment Project Area.
- C. The scope includes a single story building with restrooms and maintenance shed. Both the Tehama and Clementina alleys will be funded, designed and constructed by the adjacent private developers.
- D. The current owner of the proposed Transbay Park site (Transbay Block 3 or the “Site”) is the Transbay Joint Powers Authority (“TJPA”), however it will relinquish ownership of the Site to the City of San Francisco after construction of the park is completed.
- E. The Project will be funded through OCII bond proceeds, Transbay Redevelopment Area park fees, and a future bond issuance.
- F. The East Cut Community Benefits District (“ECCBD”) will conduct maintenance of the park. The ECCBD is contracted for maintenance through 2030 after which OCII and the City will determine future maintenance.
- G. Funding for both capital and operating costs are finite and therefore the design should focus on financial sustainability.

I. PROJECT DESCRIPTION

SFPW has been asked by OCII to provide professional services on the Transbay Park Project. Public Works Project Management will assist OCII Transbay Project Management team with the delivery of the Project.

Transbay Park will be a newly constructed 1-acre park in San Francisco's Transbay Redevelopment Project Area. The park will be bounded by Beale and Main Streets and the future extensions of Tehama and Clementina Streets that will be constructed by the Block 4 and Block 2 private developers, respectively. The Project site is currently the middle block of San Francisco's Temporary Transit Terminal (Attachment 2). The Transbay Park is one of the central features of the Transbay Redevelopment Project Area (the "Project Area"), which was adopted in 2005 and includes 40 acres of high-density, transit-oriented housing, office and retail in a new neighborhood just south of San Francisco's Downtown (Attachment 3).

Transbay Park will be located on Block 3 of the Project Area (Attachment 3). The Project, which is intended to be both an urban park and public square, will serve as the neighborhood "living room" due to the high density of the surrounding uses. The Transbay Park design goals are to create facilities that maximize utilization by surrounding residents, incubate civil society, minimize maintenance costs and minimize the environmental impact.

1. SCOPE OF WORK

The programming will include a mix of active recreation and passive open space. The Project will consider energy and water net zero strategies. The new park shall include open space with flexibility for festivals and other public events, a playground area for young children (size should reflect need in neighborhood and playgrounds of similar scaled parks), single story building with restrooms and maintenance shed (modern but durable and low maintenance), passive recreation areas for all ages, pathways, building and site lighting, paved areas, planting, trees in the park and on sidewalks, and automatic irrigation.

Additional to the park design in the base scope of work is the renovation of the sidewalks flanking Main and Beale streets. However, both Tehama and Clementina Streets will be further designed and constructed by the private developers of Transbay Blocks 4 (located between Main, Beale, Howard and the extension of Tehama) and 2 (located between Main, Beale, Folsom, and the extension of Clementina). The City Design team will coordinate with the adjacent projects for continuity in streetscape design where the Project will interface with Tehama and Clementina Streets. (Attachment 7)

2. PROJECT GOALS

OCII has identified the following comprehensive goals for the project:

- A. Minimize the environmental impact through "low impact" ecological stormwater design, efficient irrigation, and lighting and controls. The goal is to be net zero in energy usage and import of water.

- B. Provide active child friendly spaces that serve the needs of the adjacent affordable and market rate housing residents.
- C. Provide passive relaxation spaces that serve the needs of the adjacent office workers during the week including areas to eat lunch and have outdoor/walking meetings.
- D. Provide spaces that could function as potential day-use or event activities that would activate the park on weekends. Nighttime activities would likely not be allowed due to the adjacent housing.
- E. Provide spaces that maximize the sunlight exposure and provide wind shielding as much as possible.
- F. Design with an eye towards safety and cleanliness such that loitering and illicit uses are minimized. Strategies should include creative uses for lighting and minimizing “blind corners”.
- G. Design to minimize long-term maintenance by incorporating features that are durable, sustainable, and easy to clean.
- H. Design as the centerpiece of a cohesive and integrated urban design framework, tying together the entire Transbay pedestrian and open space network.

3. PROFESSIONAL SERVICES

The Professional Services Scope of Work outlined below is based on information provided by OCII:

SFPW PM will manage and oversee services provided by San Francisco Municipal Transportation Authority (“SFMTA”) Engineers and SFPW Landscape Architecture, Architecture, Disability Access Coordinators and Site Assessment Remediation, Civil, Structural, Geotechnical, Hydraulic, Electrical and Mechanical Engineering for the design of OCII’s Transbay Park Project. The design services will include conceptual plans based on community feedback, detailed design drawings and construction documents, and professional services through permitting, advertisement and bid phase (Attachment 4). The Project design will be consistent with the Redevelopment Plan for the Transbay Redevelopment Project Area.

SFPW PM will coordinate with the SF Contract Monitoring Division and OCII Contract Compliance Division (“OCII CCD”) to ensure compliance with OCII’s Small Business Enterprise (“SBE”) policy.

- A. For all third party and/or as-needed consultants brought onto the Project during the design phase, SFPW PM and SF CMD will work towards assisting OCII in meeting its overall agency SBE goal of 50% by:
 - 1) Approving contract service orders or work orders to SBEs to the greatest extent possible, and

- 2) Cooperating with OCII CCD with reporting requirements.
- B. SFPW will give first consideration in the approval of contract service orders or work order in the following order:
 - 1) Project Area SBEs (those located in an OCII project area),
 - 2) San Francisco-based SBEs, and
 - 3) all other SBEs.
 - 4) Prior to the bid of the construction contract, SFPW PM will coordinate and cooperate with OCII CCD to ensure SBE program requirements are included in the specification documents.
- C. SFPW PM will also coordinate with OCII CCD and its agent, the Office of Economic and Workforce Development (“OEWD” or “CityBuild”) to ensure specifications include compliance with OCII’s Construction Workforce Program, which requires that contractors (regardless of tier) make good faith efforts to employ San Francisco residents for 50% of the hours by each trade needed to construct the Project.

4. PROJECT ROLES AND RESPONSIBILITIES

The following 4 agencies are involved in the Project with separate responsibilities and scope but will function collectively as the “City Design Team”:

- San Francisco Public Works (“SFPW”)
- San Francisco Municipal Transportation Agency (“SFMTA”)
- San Francisco Public Utilities Commission (“SFPUC”)
- Office of Community Investment and Infrastructure (“OCII”)

A. OCII and SFPW Roles in Project Coordination Role:

- 1) A SFPW Project Manager (“SFPW PM”) will be assigned to the Project working in conjunction with an OCII Project Management staff member (“OCII PM”), collectively serving as the Owner’s (OCII) representatives overseeing the Project’s development. The SFPW PM and OCII PM will have overall responsibility to coordinate reviews and responses to all project related issues. The SFPW PM will coordinate and manage the procurement of all necessary reference surveys and documents from both as needed consultants and City agencies as required for design, engineering, and the eventual construction of the Project. SFPW PM and SFPW Analyst will set up funding for SFPW Design Team, SFPUC and SFMTA to charge to and will invoice OCII on a quarterly basis.
- 2) SFPW will assign a Project Landscape Architect or Architects for this project who will be the “SFPW Design Lead” and primary point of contact between

SFPW PM, OCII PM and the City Design Team. The SFPW Design Lead staff must be approved by OCII. The SFPW design team members shall include architectural/engineering designers (A/E), site assessment remediation engineers, access coordinators and as needed consultants. SFPW project lead will coordinate work, generate and distribute meeting minutes for City Design Team coordination.

B. SFPW Role with Hazardous Materials Abatement:

- 1) SFPW Design Lead will coordinate with SFPW-SAR and incorporate drawings and documents to identify and include necessary abatement scope in the construction bid package.

C. SFPW Role with SFMTA and SFPUC:

- 1) SFPW Design Lead will meet with SFMTA and SFPUC to review design documents and will include necessary changes in the construction bid package.

D. OCII and SFPW Role in Permit, Bid & Construction:

- 1) SFPW Design Lead and SFPW Architect will submit and obtain building permits for the project (except electrical, plumbing and fire sprinkler permits which will be by subcontractors). OCII will pay all fees necessary to obtain permits.
- 2) SFPW Design Lead will coordinate with City design team and 3rd party specification writer to finalize technical specifications.
- 3) SFPW PM and OCII will coordinate with Contract Preparation to prepare Division 0 and 1 specifications and to package construction documents for bidding. Reproduction fees are not estimated and will be paid by OCII.

E. OCII and SFPW Role in Arts Commission Review:

OCII is not required to follow the Arts Commission Civic Design Review process; however OCII may present the schematic design informally for comment. The City Design Team need not be present, however the OCII PM and SFPW Design Lead may be asked to be present for questions. OCII is also not required to participate in the Arts Commission Visual Arts Art Enrichment program process. However, OCII may request an informal review by Visual Arts to ensure public artwork will last in the public realm and if in the future the Visual Arts is asked to maintain that it meets their standards.

5. PROJECT PHASES

The Project is comprised of 6 phases of work:

- Phase 1 Project Initiation/Planning (6 months)
- Phase 2 Schematic (6 months)
- Phase 3 Design Development/Construction Documents/Permitting (12 months)
- Phase 4 Advertisement, Bid and Selection (3months)

II. PROJECT TEAM

Project Manager of SFPW's Building Design and Construction will be the Project Manager, managing the various City professionals within SFPW, SFPUC and SFMTA. The Project Team is as follows:

1. PUBLIC WORKS

A. Building Design & Construction (BDC) Staff:

- 1) Project Manager
- 2) Project Management Analyst
- 3) Landscape Architect (Design Lead)
- 4) Architect
- 5) Disability Access Coordinator (Buildings and Parks)
- 6) Construction Management and Inspection (Buildings and Parks)

B. Infrastructure Design & Construction (IDC) Staff:

- 1) Streets & Highways (Civil Engineer)
- 2) Hydraulic Engineering
- 3) Mechanical Engineering
- 4) Electrical Engineering
- 5) Structural Engineer
- 6) Geotechnical Engineer
- 7) Disability Access Coordinator (Public Right of Way ["ROW"])

C. Site Assessment & Remediation (SAR) Staff:

- 1) Site Assessment & Remediation

D. Contract Monitoring Division and Administration Staff:

- 1) Principal Accountant
- 2) Contract Administration
- 3) Contract Preparation & Project Controls (with OCII Contract Administration review)

2. SAN FRANCISCO MUNICIPAL TRANSPORTATION AGENCY (SFMTA): (PEER REVIEW ONLY)

- A. Sustainable Streets Traffic Routing and Signals Traffic Engineers
- B. Livable Streets Traffic Engineers

3. SAN FRANCISCO PUBLIC UTILITIES COMMISSION (SFPUC): (PEER REVIEW ONLY)

- A. Street Lighting Engineer

4. OFFICE OF COMMUNITY INVESTMENT AND INFRASTRUCTURE:

- A. Transbay Project Manager
- B. Transbay Development Specialist

III. PROJECT SCHEDULE AND DELIVERABLES

Phase I	Project Initiation/Planning (100% Concept Design) - Project kickoff scheduled for September 25, 2018	6 mo
Phase II	Schematic Design (100%)	6 mo
Phase III	Design Development (100%) & Construction Documents & Permits (60%, 90% and 100%)	12 mo
Phase IV	Bid/Advertisement/Selection	3 mo

Deliverables include:

- 100% Concept Design Package and Conceptual Cost Estimate
- 100% Schematic Design Package and Cost Estimate
- 100% Design Development (DD) Package and Cost Estimate
- 60% Construction Documents (CD) and Cost Estimate
- 90% Construction Documents (CD) and Cost Estimate
- 100% Construction Documents (CD) and Cost Estimate

IV. SCOPE OF SERVICES

SFPW PM professional services include preparing all MOUs, billing OCII for project costs, and reimbursing other City departments. Public Works will provide design services, project meetings, and ensure design consistency with City requirements that pertain to OCII projects. Design, construction bid documents preparation, securing construction permits are included in the services by SFPW Building Design and Construction (“BDC”) Landscape Architects and Architects and SFPW Infrastructure Design and Construction (“IDC”) Structural Engineers, Mechanical Engineers, Electrical Engineers, Geotechnical Engineers, Hydraulic Engineers and Street and Highway Civil Engineers (“S&H”). Peer review of the sidewalk scope of work adjacent the ROW will be performed by SFMTA Engineers, and the streetscape lighting will be reviewed by SFPUC staff. SFPW Disability Access Coordinators (“ADA”) will provide Americans with Disabilities Act compliance review during the design phases. SFPW Site Assessment Remediation (“SAR”) will provide environmental specifications. SFPW Contract Monitoring Division (“CMD”) will assist with Division 0 and 1 specifications and with SFPW Contract Administration, they will assist with bid advertisement and selection of a contractor. SFPW CMD will take the lead, but will work in conjunction with OCII’s CCD staff.

SFPW Building Design & Construction Landscape Architects (“BDC – LA”) will be responsible for coordinating and consolidating all design document submittals. Refer to Attachment 4 for the Summary of Professional Services Scope of Work and Fees.

1. Planning and Schematic Design Phase

A. Task 1 Project Initiation and Existing Conditions Analysis:

- 1) Park Program Needs Analysis evaluating neighborhood demographics and existing area parks and their respective amenities (provided by SFPW Design Lead)
- 2) Topographic Site Survey (provided by SFPW PM).
- 3) Tree Assessment Report if needed (provided by SFPW PM).
- 4) Environmental Site Assessment Report (provided by SAR).
- 5) Hazardous Materials Report (to be procured by SFPW PM).
- 6) Geotechnical Report (to be procured by SFPW).

B. Task 2 Planning and Concept Design (SFPW Lead and City Design Team):

- 1) Review as built plans and verify site conditions.
- 2) Coordinate with OCII project team and Project Stakeholders to identify program scope. (4 internal meetings max).
- 3) Develop conceptual plans and alternatives.
- 4) Prepare conceptual electrical load for SFPUC feasibility (negotiations with PG&E regarding feasibility not included).

- 5) Prepare presentation materials for community meetings: 2 SODA, 2 CAC and 1 ECCBD at mid-planning and end of planning showing site analysis, site comparisons and final conceptual plan.
- 6) Assist in Community Outreach (5 max public meetings).
- 7) Prepare materials for various regulatory reviews: SFPW Access Coordinator, General Plan, and OCII Planning and Design Review (including CEQA).
- 8) Prepare and coordinate requirements of the General Plan and Sidewalk legislation (Streets and Highways).
- 9) Investigate whether Project is in the Sea Level Rise Zone and if necessary provide the Checklist for Sea-Level Rise and Vulnerability Memo (Hydraulics).
- 10) Investigate whether Project is within Recycled Water Use zone and assist with documentation required.
- 11) OCII PM to establish Site Permit requirements and coordinate with SFPW Design Lead on necessary requirements.
- 12) OCII PM to coordinate with OCII Artist's design work (potential scope).
- 13) Review Plans with Garden Supervisor (ECCBD and RPD).
- 14) OCII PM to realign the Project budget and scope based on planning phase work.

C. Task 3 Schematic Design (SFPW Lead and Design Team)

- 1) Prepare material for OCII Commission meeting.
- 2) Meet and review plans with OCII Planning and Design Review.
- 3) Present plans for review with RPD Maintenance Supervisors for input.
- 4) Present and Review with OCII Project Stakeholders (5 meetings).
- 5) Confirm regulatory requirements, SFPW Access Coordinator, SFPUC Stormwater and Water Conservation Requirements.
- 6) Coordinate Schematic Design Cost Estimate by SFPW as-needed consultant.
- 7) Prepare and present drawings for an informal design review with Arts Commission (1 total).
- 8) Coordination with OCII Artist's design work (potential scope).
- 9) Review Plans with Garden Supervisor (ECCBD and RPD).
- 10) OCII PM to validate the Project budget and scope based on concept cost estimate.

100% Schematic Design ("SD") Package should include the following information at a schematic level for review by OCII Planning and Design Review:

Cover Sheet, Sheet Index, Transbay Redevelopment Project Area, Transbay District Open Space and Pedestrian Network Plan, Transbay Park(Block 3) Plan, Park Narrative and Description, Plan Rendering, Plan Enlargement Rendering, Diagram of Park programming and Uses, Park Amenities, Site Sections (list), Perspective Rendering(s), Zoning Diagram, Circulation and Sub Zoning Diagram, Pedestrian Paths and

Streetscapes, Accessibility Diagram, Rough Layout and Grading and Drainage Plan, Site Amenities Plan, Tree Planting Plan, Understory Planting Plan and Materials.

2. Design Development

A. Tasks

- 1) Reconcile budget: Review SD cost estimate with OCII and SFPW PM and adjust project scope if required.
- 2) Coordinate with OCII PM to identify additive alternate scope approximately equal to 5% of Fixed Construction Budget Limit (“FCBL”).
- 3) Develop full list of drawings and specification table of contents for project.
- 4) Provide plant palette and cut sheets of materials in consideration.
- 5) Meet and review plans with OCII Planning and Design Review.
- 6) Select and obtain OCII and SFPW PM approvals for all major building and playground systems, materials and finishes.
- 7) Submit Preliminary Stormwater Management Plan (Hydraulics and Landscape).
- 8) Input project in Envista/Accela and issue the Notice of Intent (Streets and Highways).
- 9) Coordinate DD Cost Estimate with as needed SFPW consultant.
- 10) Conduct internal coordination and constructability reviews.
- 11) Coordinate RPD Yard Supervisor review for input.
- 12) Review with OCII Project stakeholders (4 mtgs.): 1 SODA, 2 CAC and 1 CBD.
- 13) Coordination with OCII Artist’s design work (potential scope).
- 14) Review plans with Garden Supervisor (CBD and RPD).

100% Design Development Package shall include the following information at design development level for review by OCII Planning and Design Review:

Cover Sheet, Sheet Index, Specification Table of Contents, Transbay Overall Plan, Transbay Park Plan, Park Narrative and Description, Plan Rendering, Plan Enlargement Rendering, Diagram of Park programming and Uses, Park Amenities, Site Sections (list), Perspective Rendering(s), Zoning Diagram, Circulation and Sub Zoning Diagram, Pedestrian Paths and Streetscapes, Accessibility Diagram, Grading and Drainage Plan, Site Amenities Plan, Tree Planting Plan, Understory Planting Plan and Materials.

3. Construction Documents

Construction Documents shall include the following information:

Cover Sheet, Sheet Index, Accessibility Plan, Architectural Plans and Details, Site Layout, Grading and Drainage, Irrigation, Planting, and Materials Plans, Construction Details and Specifications.

A. 60% Construction Documents

- 1) Reconcile Budget: Review DD cost estimate with PM and adjust project scope or identify additive alternates as required.
- 2) Review and incorporate comments from OCII and SFPW PM and internal QAQC reviews of DD.
- 3) Complete all plan, section and elevation drawings, and initiate all detailing of all major building and playground components.
- 4) Finalize all major building systems including sizes of all equipment rooms and penetrations.
- 5) Coordinate with SFPW PM and OCII PM.
- 6) Meet and review plans with OCII Planning and Design Review.
- 7) Coordinate 60% Cost Estimate with as needed SFPW consultant (3 of 4).
- 8) Conduct internal Quality Assurance Quality Control (QAQC) Reviews.
- 9) Submit documents for PM as needed constructability consultant.
- 10) Coordination with OCII Artist's design work (potential scope).
- 11) Review Plans with Garden Supervisor (CBD and RPD).

B. 90% Construction Documents

- 1) Reconcile Budget: Review 60% cost estimate with OCII and SFPW PM and adjust project scope and alternates as required.
- 2) Review and incorporate internal QAQC and external City agency 60% CD comments.
- 3) Develop Drawings and specifications of all individual design disciplines.
- 4) Produce 90% CD package for OCII and SFPW PM and final constructability review.
- 5) Prepare and submit SFPUC Final Stormwater Plan.
- 6) Coordinate 90% Cost Estimate with as needed consultant.
- 7) Meet and review plans with OCII Planning and Design Review.
- 8) Review and incorporate final OCII PM and SFPW PM review comments.
- 9) Coordinate SFPW QA/QC across disciplines.
- 10) Coordinate with SFPW contract preparation for Division 0 and 1 specifications and for bid advertisement.
- 11) Coordinate with OCII Artist's design work (potential scope).

C. Permit Documents

- 1) Obtain SFPW access coordinator review and approval.
- 2) Prepare and submit permit documents for DBI parallel review process.
- 3) Assumes a single submittal process and does not include a multi-phase-site permit/building permit.

- 4) Respond to and address all plan check comments; track progress of permit and update OCII and SFPW PM regarding progress of plan check vs. bid schedule.

D. 100% Bid Documents

- 1) Incorporate all related comments
- 2) Bid and Recommendation for Contract Award
 - a. Prepare and issue bid addenda as necessary.
 - b. Attend pre-bid conferences and respond to bidder's questions.
 - c. Review bids with SFPW PM and OCII PM for bidder's qualifications and assist OCII PM with commission approval.
 - d. Coordinate with SFPW PM and OCII PM to align permit issuance and appeal expirations dates with construction NTP dates.
 - e. Provide final costs (through as needed consultant services) and assist with Bid Award presentation to OCII Commission.

V. PROFESSIONAL FEES

Estimated Project Fee for SFPW, SFMTA and SFPUC services are listed below, and are based on SFPW's understanding of the Project scope, schedule and budget. The Professional Fees are based on a Total Not-To-Exceed Fee Proposal cost of **Two Million Six Hundred Seventy-Four Thousand and Six Hundred and Eighty Dollars (\$2,674,680)**. SFPW shall inform OCII in advance of (i) any costs that exceed budget line item amount, and (ii) any work that it anticipates will exceed the agreed-upon scope of services set forth in this MOU. Upon receipt of any such information from SFPW regarding additional scope of services, OCII shall review the submittal and, as set forth in services listed below, either provide written authorization for the additional scope of services or deny the request and set forth the reason(s) for the denial. Both parties agree and understand that during the term of this MOU any budget revisions will require prior written approval by OCII's Executive Director. For Project Controls Cost Budget, see Attachment 5.

1. Additional Project Control fees and services may be contracted through Public Works including as needed services through SFPW consultant pool if requested by OCII. An allowance of **One Million Two Hundred Twenty Thousand Nine Hundred Thirty-three Dollars (\$1,220,933)** is budgeted for the below services:
 - A. Arts Commission review, should OCII choose to informally meet with the commission
 - B. Cost estimating services and cost estimate reconciliation
 - C. Constructability review
 - D. Technical Specifications for disciplines as noted
 - E. Environmental Site Assessment Phase I and II
 - F. DBI Demolition and Building Permits and BUF Tree Removal and Planting, BSM Street improvement and Encroachment Permits and Site Permit.

- G. Maher Ordinance application fees
- H. PUC Stormwater Control Plan review Fees
- I. Contract Administration
- J. Contract Preparation
- K. Advertisement fees
- L. City Attorney fees
- M. Reproduction and Printing costs
- N. BSM Site Survey
- O. Geotechnical Report
- P. Informal Arts Commission Review
- Q. Regulatory Affairs services
- R. Utility Composite Plans
- S. Fees from City or State governing and/or regulatory agencies (excluding those during construction)
- T. Outside Public Outreach services;

VI. ASSUMPTIONS

OCII will be responsible for scheduling presentations, preparing agendas for and conducting meetings, payment of application fees, and securing project approvals from commissions, regulatory agencies, and community groups including but not limited to the following:

1. The Project's scope is covered by the Transbay Redevelopment Project or the Transit Center District Plan Environmental Impact Reports ("EIR"). OCII can provide Project Planning and Environmental Review, including but not limited to General Plan Referral, Environmental Clearance under the California Environmental Quality Act (CEQA), the project Site Permit and other planning reviews or approvals required for the Project;
2. OCII will establish the Transbay Park Project boundaries;
3. OCII may opt to present the Project Concept Design for an informal review by SF Arts Commission Civic Design.

VII. EXCLUSIONS AND ADDITIONAL SERVICES

The services and/or tasks listed below are not included in SFPW's scope of work. OCII may request SFPW to include such services and/or tasks as an Additional Service by modification of this Agreement.

1. PW services beyond recommendation for award of construction (PW services during the award phase only include PW Project Management and contract administration).
2. All PW staff and professional services during construction administration, management and oversight.
3. New deliverables beyond those listed;

4. Revisions to work previously approved;
5. Revisions to work to respond to 3rd party reviews to accommodate particular construction material, method or sequence other than those required by CEQA;
6. Fast track, multiple bid packages, and alternate bid documentation beyond narratives and a few details;
7. Redesign to reduce cost where the reason for excessive costs are outside SFPW's control (change of scope or program; requirements added by regulatory body);
8. Work related to additive alternates that are estimated to exceed the Total Construction Cost ("TCC");
9. Reproduction services/printing;
10. Sea Level Rise Study and Report;
11. Drainage, sanitary sewerage design or ROW drainage in alleys;
12. Project Definition and Project Program: preparation of program and planning documents such as Community Needs Assessment, OCII Plan of Service, OCII Building Program, or Project Program Statement;
13. Planning: San Francisco Planning Department General Plan Referral; Notice of Exemption (NOE) from the California Environmental Quality Act; Environmental review and clearance; other planning or environmental review as required for the Project;
14. OCII is responsible for providing to Public Works documentation of the mitigation, avoidance, and minimization measures required to be implemented in the project's design and construction in order to maintain consistency with the Transbay Terminal/Caltrain Downtown Extension/Redevelopment Project Final Environmental Impact Statement/Environmental Impact Report and the Final Environmental Impact Report Transit Center District Plan and Transbay Tower.
15. Value engineering above and beyond meeting the Fixed Construction Budget Limit;
16. Services required for re-advertisement of the contract for construction, or to issue addenda, provided the need for such services is not due to error or omission on the part of the City Design Team;
17. Application and payment of fees to utility providers for new and/or modified services;
18. Civil engineering; non-ADA graphic and signage design; acoustical engineering; interior design; telecommunications; computer & security systems design; traffic surveys and engineering; engineering design of shoring, bracing and underpinning systems;
19. SFPW isn't responsible for budget/fee changes made by SFMTA or PUC in the event that OCII increases the Project's scope;
20. Services required for LEED or SITES certification and commissioning for green building requirements;
21. Services made necessary by reversals of authorizations, approvals or instructions previously given by OCII staff, OCII Commission, other City authorities or regulatory agencies;
22. Services made necessary by changes in codes, regulations or interpretations during the course of the Project that were not and could not have been anticipated by SFPW and which result in a substantive change to the drawings. SFPW shall not be held responsible for the resulting

additional costs, fees or time, and shall be entitled to reasonable additional compensation for the time and expense of responding to such changes. SFPW shall provide ongoing consultation and advice to OCII regarding anticipated code changes and interpretations that may affect designs in advance of these revisions, in an attempt to avoid later substantive change to drawings;

23. Services made necessary by conflicts between approvals and/or requirements by City agencies;
24. Coordination, management of and/or presentations related to Art Commission required Visual Arts Art Component and Civic Design Review are not included in this contract as OCII projects are understood to be exempt;
25. Comply and complete reporting with adopted Mitigation Monitoring Reporting Plan (MMRP);
26. Services relative to detailed investigation, surveys, valuations, inventories, testing or appraisals of elements including but not limited to existing building and site conditions, the surrounding public ROW, landscaping, facilities, equipment or furnishings, or to make measured drawings thereof, or to verify the accuracy of drawings or other information furnished by others;
27. Services required in connection with construction performed by others that is not part of the Project;
28. Additional services due to changes of scope.

VII. FINANCIAL OVERSIGHT AND AUDITS

SFPW and OCII agree to the accounting methods and procedures per this MOU which is intended to serve as a guideline for accounting activities and communication by and between OCII and SFPW.

1. **Spending Authority.** OCII has spending authority pursuant to the Implementation Agreement, and the approved Recognized Obligation Payment Schedule (“ROPS”) Line 107 authorizing funding for the Project. OCII funding to be used will come from a combination of OCII issued bond proceeds and Transbay Redevelopment Area park fees. SFPW, SFPUC, and SFMTA will set-up estimated revenue and expenditure appropriations in the appropriate capital project structure and the City’s Financial System Project chart fields.
2. **Evidence of Funding for Construction.** Prior to SFPW advertising the bid for construction, OCII will demonstrate the full amount of construction funding (construction funding shall include the engineer’s construction estimate, demolition and hazmat remediation, transportation and disposal costs and all other hard costs anticipated during construction), and the associated hard cost contingency. SFPW will set up initial funding to allow for advertisement of bids. OCII will reimburse SFPW in full for encumbrances for the period between advertisement and bid award. Note that SFPW and OCII will enter into a future MOU amendment to approve agreements for the phases between bid selection and award and throughout project construction.

3. **Details of Payments & Funding.** OCII will provide evidence of secured funds to SFPW such that OCII can reimburse SFPW for all costs agreed to in this MOU, and identify the funding sources for the eventual construction contract for the Project. All billings, including documents supporting all charges, shall be submitted to OCII on a quarterly basis. Based on approval of the charges, payment to SFPW will be made no later than 30 days of receipt of invoice and supporting documentation. Since this is a reimbursable arrangement, SFPW is required to incur the costs ahead of payment from OCII. SFPW reserves the right to charge OCII for interest expense if appropriate.
4. **Lead Agency.** SFPW will act as the City's lead agency to facilitate coordinated review of Project Reimbursement Applications from SFMTA and PUC.
5. **Supporting Cost Documentation.** On a quarterly basis, SFPW shall review for accuracy and submit all appropriate support (invoices, timesheets, etc.) for labor and non-labor costs performed by SFPW and other City Departments. SFPW will submit payments to other City Departments within 15 days from approval of the supporting cost documentation.
6. **Financial Recording.** All expenses related to Project are capital in nature. All expenses for the Project will be recorded in the respective Department's project structure and reported to the Controller's Office for proper recording in the City's financial asset records system (FAACS). It is OCII's responsibility to notify the Controller's Office that the Project is completed and can be capitalized as defined by Controller's Office Fixed Assets Defections and Guidelines.
7. **Audits.** SFPW shall make available to OCII upon request all personnel time records, contractual records, and other records used to justify reimbursement within a reasonable period of time, not to exceed thirty (30) days from the date SFPW receives a written request.
8. **Record Retention.** SFPW will follow the record retention and storage policy as outlined in the Department Procedure 2.1.5.

IX. INSURANCE

The parties acknowledge and agree that the City and County of San Francisco ("City") self-insures in the areas of general liability, automobile liability and workers' compensation and that such self-insurance shall cover any losses, claims or damages incurred by the City directly or indirectly arising out of or connected with this MOU, and any of SFPW's activities under this MOU, excluding the willful misconduct or negligence of the person or entity seeking to be defended, indemnified or held harmless. However, at its sole discretion, City may purchase a policy of insurance to cover against any potential exposure to loss under this Agreement. SFPW shall require any subcontractors to maintain insurance in compliance with City Policy.

X. DISPUTE RESOLUTION

SFPW and OCII agree that this MOU provides a general description and understanding of the services to be provided, and of the schedule and costs associated with these services. The respective

managers of SFPW and OCII shall resolve disputes arising out of this MOU expeditiously. If the case of a dispute involving the transfer of monies to SFPW to resolve insufficient funds, a temporary stop date will be placed on the Project Identification Number preventing SFPW staff from working on the Project until the funds are received. Dispute between expenses incurred SFMTA and PUC will be resolved between SFMTA, PUC, and OCII.

XI. ENTIRE AGREEMENT

This MOU sets forth the entire agreement between OCII and Public Works and supersedes all other prior written or oral provisions.

XII. GOVERNING LAW

All transactions described herein are subject to and must be conducted in accordance with the applicable requirements of the City's Charter and codes and applicable state and/or federal laws.

XIII. SEVERABILITY

The invalidity or unenforceability of a particular provision of this MOU shall not affect the other provisions hereof.

XIV. ATTACHMENTS:

- Attachment 1:** Project Scope of Work
- Attachment 2:** Former Concept Plan of Transbay Park dated 2006
- Attachment 3:** Transbay Redevelopment Project Area
- Attachment 4:** Summary of Professional Services Scope of Work
- Attachment 5:** Project Controls Cost Budget
- Attachment 6:** Roles and Responsibilities Matrix
- Attachment 7:** Scope of Work Diagram

TRANSBAY PARK (BLOCK 3) PROJECT SUMMARY

The Office of Community Investment and Infrastructure (“OCII”), Successor Agency to the former San Francisco Redevelopment Agency (“SFRA”), desires to engage the services of San Francisco Public Works (“SFPW”) for landscape architecture, architecture, hydraulic, civil, structural, mechanical, plumbing and electrical engineering to prepare design and construction documentation for a 1-acre park, currently referred to as “Transbay Park”, and adjacent sidewalk streetscapes. This agreement will take the form of a Memorandum of Understanding between OCII and SFPW.

Transbay Park is one of the central features of the Transbay Redevelopment Project Area (the “Project Area”), which was adopted in 2005 and includes 40 acres of high-density, transit oriented housing, office and retail in a new neighborhood just south of San Francisco’s Downtown. Transbay Park was first conceptualized in the Transbay Redevelopment Plan and its accompanying documents, and later in the Transbay Project Area Streetscape and Open Space Concept Plan (the “Concept Plan”), dated November 21, 2006. Select elements of the Concept Plan have been further refined in the Transit Center District Plan (2012). The Concept Plan included new public open spaces, new alleyways, improvements to existing streets, widened sidewalks, street trees, lights, seating areas, and other elements to enhance and complete the vision for the Transbay Redevelopment Project Area.

The specific work product resulting from this MOU will be full design services for Transbay Park, located on Block 3 of the Project Area, and adjacent sidewalk streetscapes for Beale and Main Streets, and Tehama and Clementina alleys. Professional services also include coordination with other entities responsible for the design and construction of Tehama and Clementina alleys streetscape and neighboring sidewalk improvements. The services requested will include production of new conceptual design plans based on community feedback, a full Schematic Design package, detailed design development drawings, and construction documents; permitting, advertisement and bidding of the construction documents; and recommendation of a general contractor. All construction designs and activities must be consistent with the Redevelopment Plan for the Project Area (the “Redevelopment Plan”), other related plan documents, and OCII’s codes and policies including its Small Business Enterprise policy.

Due to the high density of the surrounding uses, Transbay Park will serve as the neighborhood “living room.” The project design goals include creating facilities that maximize utilization by surrounding residents, workers and visitors; incorporating programming for young children; and minimizing maintenance costs through sustainable design. The programming should include a mix of active recreation and passive open space and shall include uses for children ages 1-12. Ideally, the project would be energy and water net zero. OCII will own the park and the East Cut Community Benefits District (“CBD”) will conduct maintenance. Funding for both capital and operating costs are finite and therefore the design should focus on financial sustainability.

SFPW is advised of OCII’s commitment to vigorous equal opportunity employment. The Small Business Enterprise (SBE) goal for the project is 50%, which will apply to SFPW subconsultants on the project and, eventually, in the award of a construction contract to a general contractor and its subcontractors.

Project Goals

OCII has identified the following comprehensive goals for the project:

- Minimize the environmental impact through “low impact” ecological stormwater design, efficient irrigation, and lighting and controls. The goal is to be net zero in energy usage and import of water.
- Provide active child friendly spaces that serve the needs of the adjacent affordable and market rate housing residents.
- Provide passive relaxation spaces that serve the needs of the adjacent office workers during the week including areas to eat lunch and have outdoor/walking meetings.
- Provide spaces that would be potential event spaces for day-use activities that would activate the park on weekends. Nighttime activities would likely not be allowed due to the adjacent housing.
- Provide spaces that maximize the sunlight exposure and provide wind shielding as much as possible.
- Provide a building structure with restrooms and garden shed for maintenance supplies.
- Design with an eye towards safety and cleanliness such that loitering and illicit uses are minimized. Strategies should include creative uses for lighting and minimizing “blind corners.”
- Design to minimize long-term maintenance by incorporating features that are durable, sustainable, and easy to clean.

2.8 TRANSBAY PARK

Transbay Park is 1.1 acre site within the Transbay project area designated for recreational open space. Surrounded by proposed mixed-use residential developments and adjacent to existing commercial uses and the Financial District, the anticipated site users will be the newly emerging neighborhood residents as well as office workers

The team’s analysis of adjacent open space within the greater framework of parks, boulevards, mews and plazas surrounding the Transbay project area, combined with an understanding of the scale of this site relative to other urban parks, informed this park program. The scale of the site requires the development of a park that has an inherent capacity for multiple activities that are unprogrammed so that a “layering” of uses can occur. A program was developed to facilitate informal play and recreation framed within a creative and sculptural expression. Design and programming objectives include the integration of the adjacent alleys, Clementina and Tehama, and the living street linear parks, at Main and Beale Streets, providing expanded recreational real estate.

Circulation through the site was designed in a number of ways. A more defined and formalized approach occurs along the walks, sidewalks and alleys, facilitating directional and diagonal corner-to-corner movement and plaza access. Seating, water elements, sculpture and artistic lighting are all integral to the park’s composition and have been developed as a “family” of park site furnishings. They also maintain a strong relationship to the Transbay District streetscape furnishings.

THE PLAZA

The elliptical plaza is sited adjacent to Clementina and the residential townhouses. With excellent solar exposure, this zone will provide an appropriate scale for many types of users, from informal marketplaces to small neighborhood gatherings. The tilted water wall and basin create a sculptural backdrop and edge to the plaza. Interspersed series of carbon fiber rods with lighting components reach skyward and provide kinetic and nighttime lighting interest. A columnar ginkgo “bosque” extends from the plaza into the alley. The surfaces are further expressed as extensions into the alley paving treatments and visually connect to the mid-block Clementina-Folsom passageway, which is lined by columnar pears.

THE WATER WALL

The water wall is effected by a uniform and thin sheet of water that flows over a smooth charcoal grey granite surface. The shallow basin at the foot of the wall is created by a sloped coping and is intended only for splashing, and as such, is no deeper than six inches. The water wall will comply with all applicable codes in effect at the time of its construction. Storm water reclaimed from the park landforms will pass through structural cellular networks under the park turf and will subsequently be purified, treated and stored in tanks under the landforms prior to its recirculation through the water wall.

THE GREEN

The remainder of the park site has been developed into a sculptural “green”, utilizing topography expressed by a series of undulating waves and tilted planes that define the site. Intersecting into these waves are the lateral pathways of the living streets, furthering the park’s integration with its edges. At this juncture with the sidewalk, the grass waves also provide informal seating and play for all ages. Accessibility has been provided by the primary and secondary path systems that cross the site, which also partition the remaining green through surface treatment and topographic changes, providing for a multiplicity of simultaneous uses.

The green also provides an opportunity for sculpture, either of a temporal nature or permanent installations. Interactive art expressions are anticipated and would contribute to a playful environment.

PARK FURNISHINGS



GRANITE SETTS:
SIDEWALK AND
PLAZA BANDING,
AND SEATING FIELD



LINEAR STONE PAVING IN PLAZA



PUNTO GARBAGE
CAN [HESS]



‘FREDERIK’ PERCH SEATING
ALONG TERRAIN WALLS
[VIA FUTURA] WITH CUSTOM
BASE FROM HESS TO INTEGRATE
FAMILY OF SITE FURNITURE



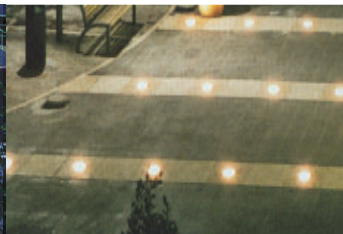
‘FREDERIK’ BENCH IN PLAZA [VIA FUTURA]



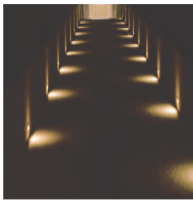
BOLLARD TYPE I



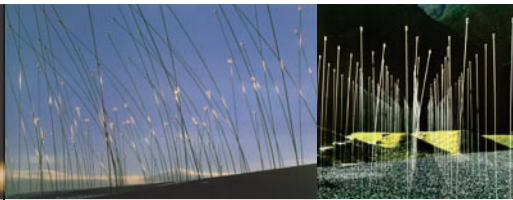
LIGHT PATTERNING WITHIN PLAZA,
ALONG PATHS AND FLUSH MOUNTED
ALONG TERRAIN WALLS



L.E.D. PAVING BRICKS [HESS]



FLUSH WALL-
MOUNTED
LUMINAIRES [BEGA]



CARBON FIBER L.E.D. RODS IN PLAZA

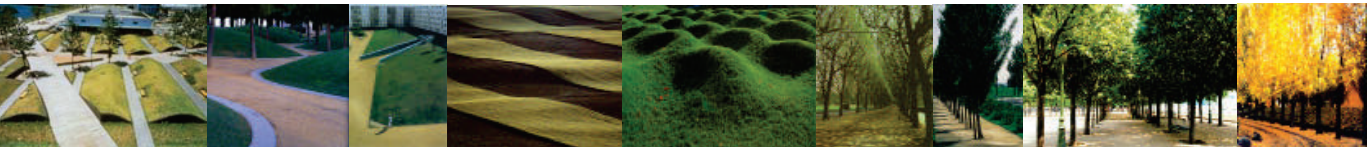
PARK INSPIRATION



WATER ELEMENT



PLAY



TOPOGRAPHIC MANIPULATION



SCULPTURE



SEATING



ILLUMINATION



PLAZA: WATER AS SCULPTURE, FORM, LIGHT CANVAS AND INTERACTION



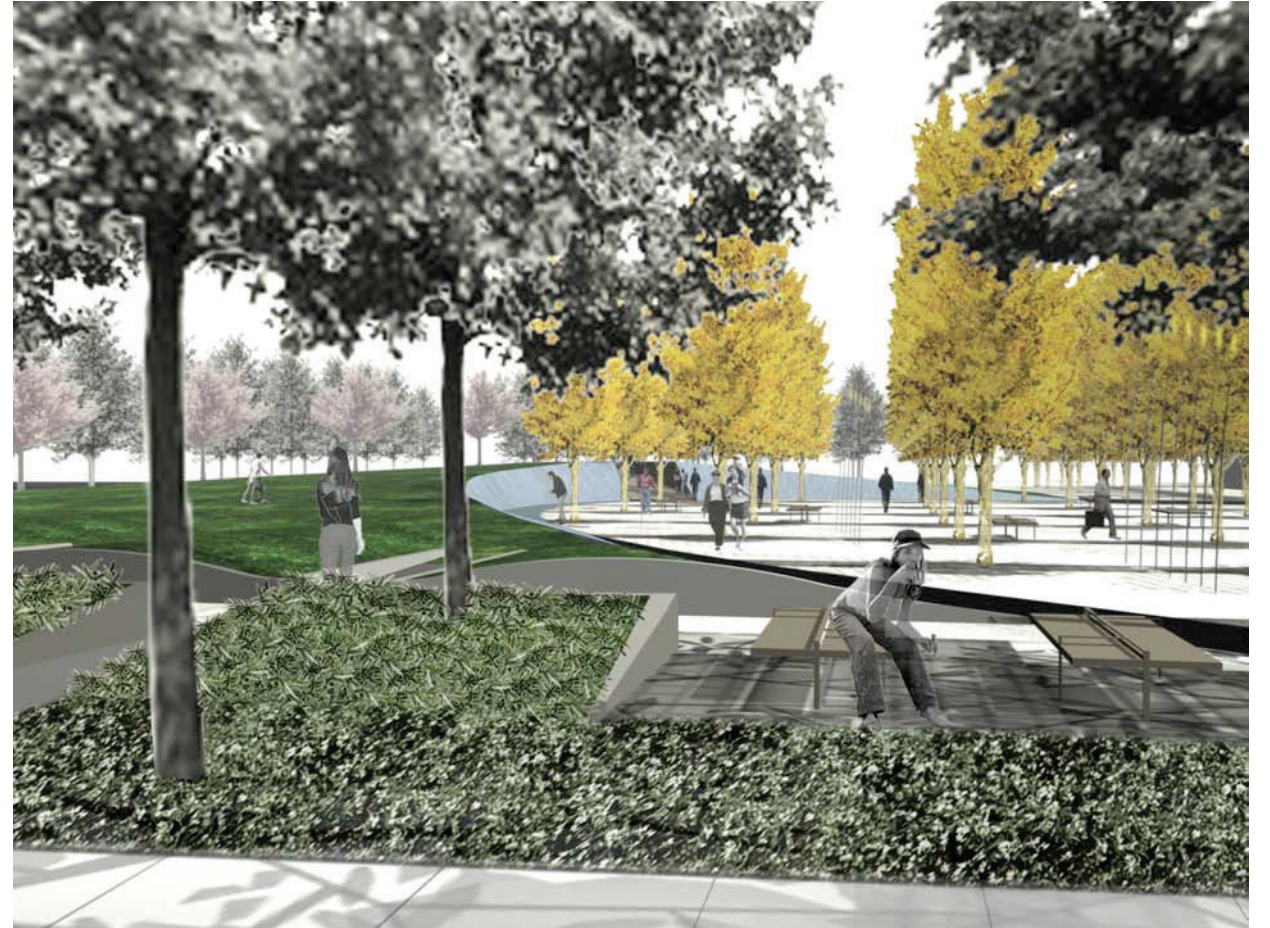
Plaza: "Water as Sculpture, Lighting as Kinetic Art"



Open field: "Open Space: Programmatic Flexibility"



Pedestrian meadows looking north: "Park Integration with Street"

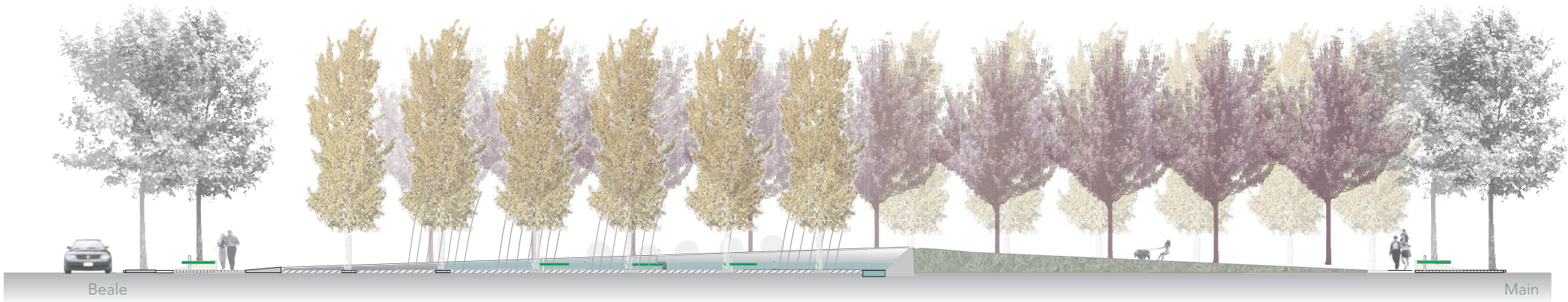


Linear park street and park perspective: "Topographic Manipulation"



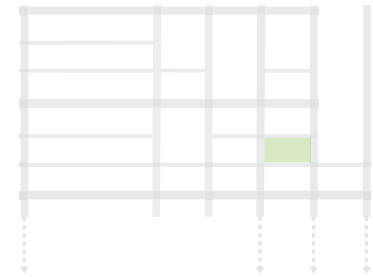
TRANSVERSE SECTION

30 feet



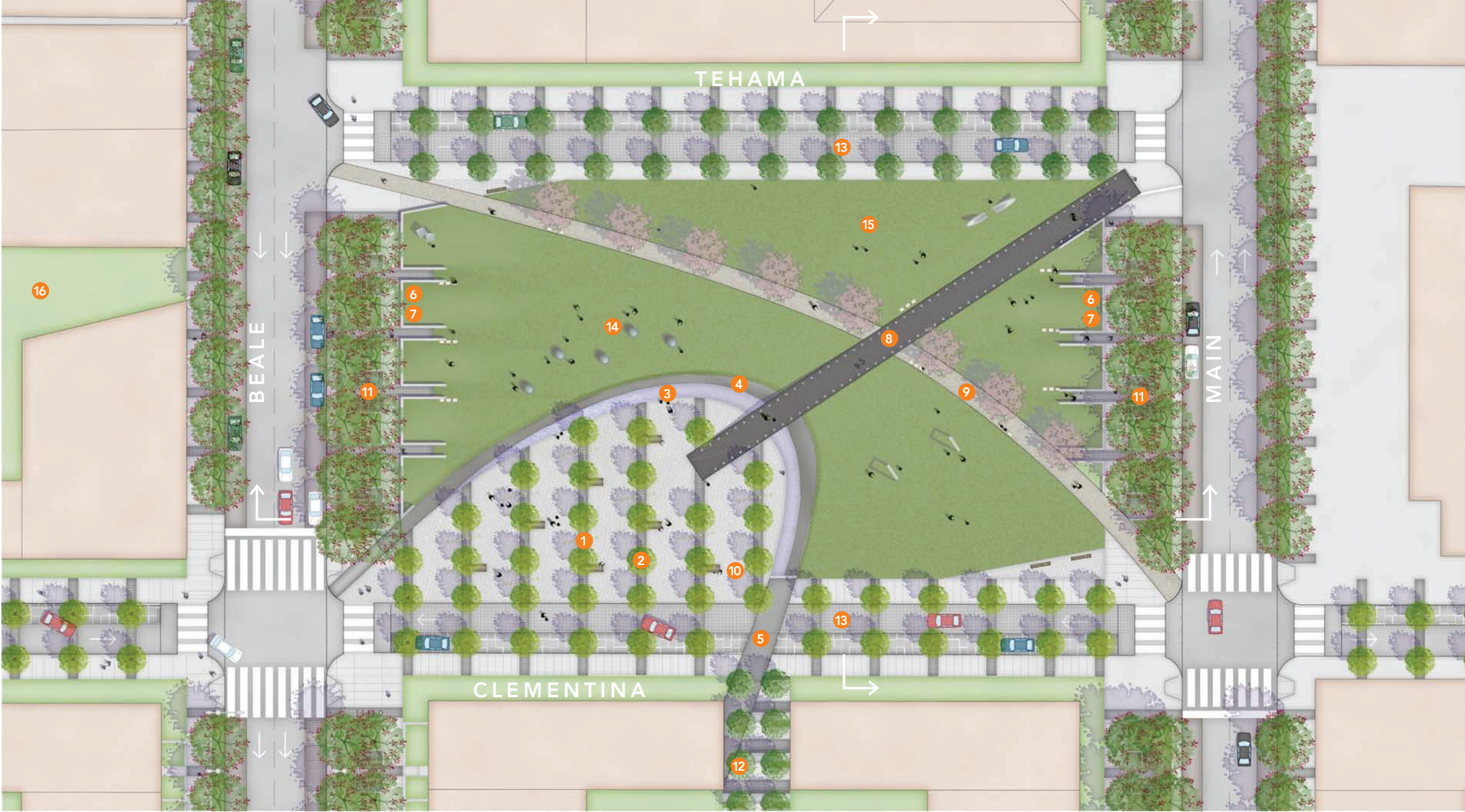
LONGITUDINAL SECTION

30 feet



TRANSBAY PARK DESIGN FEATURES

- 1 Plaza paved in 4" x 24" black granite pavers
- 2 Gingko trees
- 3 Water basin
- 4 Black granite wall
- 5 Black granite paving extending to mews
- 6 Concrete walls
- 7 Undulating "waves" of turf
- 8 Black granite 8" pavers with in-ground LED lights
- 9 Medium gray concrete path with intermittent seat walls & lights
- 10 Benches
- 11 Extension of linear park sidewalk
- 12 Groundcover plantings at Beech trees
- 13 Black granite setts in field of medium gray concrete
- 14 Play Area
- 15 Field
- 16 Private Open Space



Transbay Park - Illustrative plan

50 feet



TRANSBAY REDEVELOPMENT PROJECT AREA



Under-Ramp Park
Acres: 2.5
Construction Start: Ok



Block 9
500 Folsom St.

Developers: Essex/ BRIDGE
Affordable Rental Units: 109
AMI: 50% & below
Market-Rate Rental Units: 436
Total Units: 545
Construction Start: 2016
Completion: 2019



Block 8
450 Folsom St. & 250 Fremont St.

Developers: Related/TNDC
Affordable Rental Units: 150
Market-Rate Rental & Condo Units: 398
AMI: 70 Inclusionary Units @ 50% /
80 OCII sponsored Units @ 50%
Total Units: 548
Construction Start: 2016
Completion: 2019



Block 11A
25 Essex St.
Rene Cazenave Apartments

Developers: BRIDGE/CHP
Affordable Rental Units: 120
AMI: 50% & below
Total Units: 120
Construction Start: 2011
Completion: 2013

Parcel F

Deverlopers: Hines/Urban Pacific/Goldman Sachs
Total Units: 175 (est.)
Office Sq. Ft.: 287,000
Hotel Rooms: 250
Construction Start: 2019
Completion: 2022



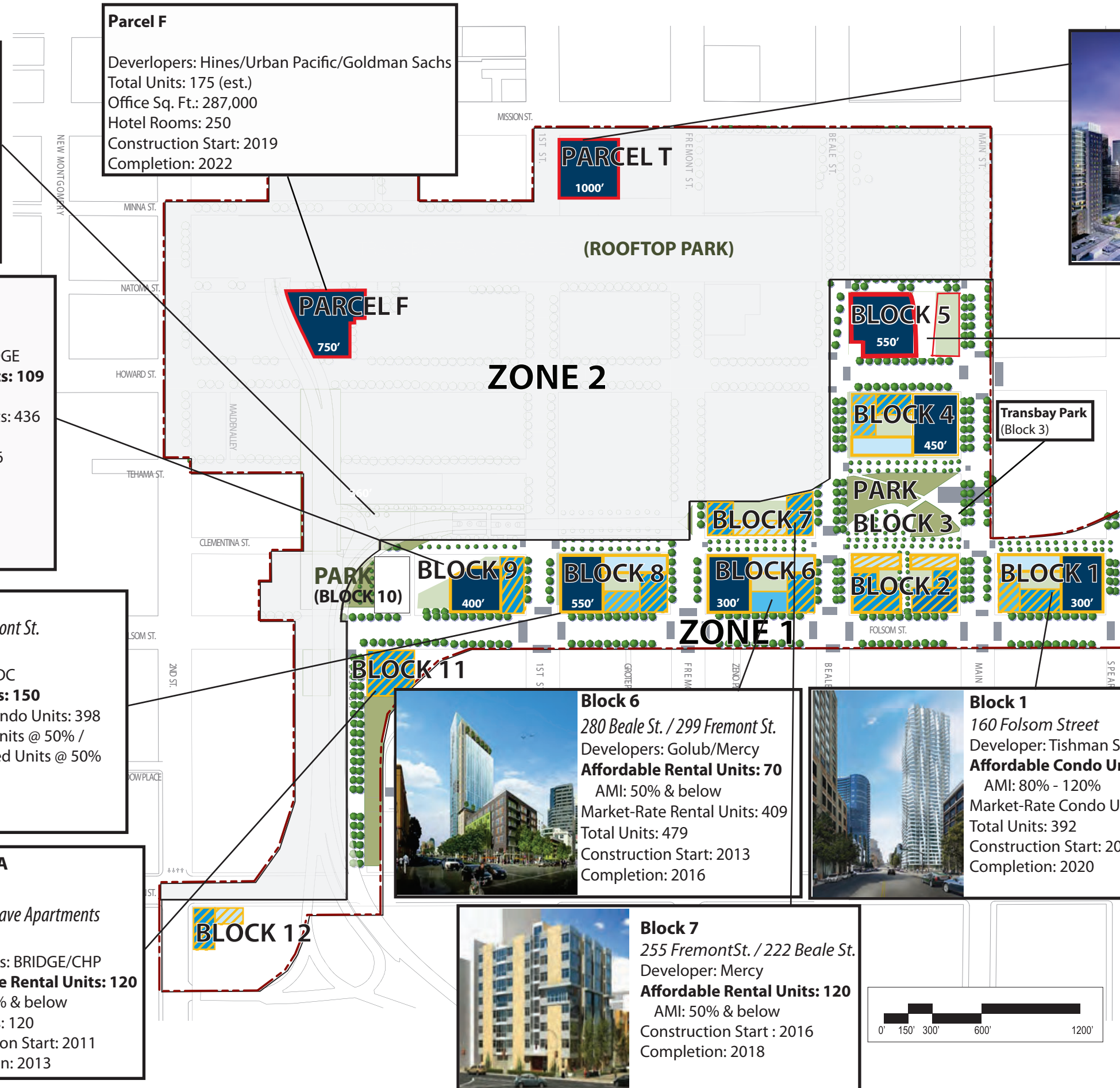
Parcel T
101 First St.
Salesforce Tower

Developers: Boston Properties/Hines
Office Sq. Ft.: 1.4 Million
Construction Start: 2014
Completion: 2017



Block 5
250 Howard St.
Park Tower

Developers:
Golub/
John Buck
Office Sq. Ft.: 767,000
Construction
Start: 2015
Completion: 2018



- TRANSBAY REDEVELOPMENT PROJECT AREA**
- ZONE 1 ZONE 2
- LAND USE (SUBJECT TO CHANGE)
- AFFORDABLE HOUSING
 - MARKET RATE HOUSING
 - COMMERCIAL
- OPEN SPACE
- OPEN SPACE (PUBLICLY OWNED)
 - OPEN SPACE (PRIVATELY OWNED)
- PROPOSED HEIGHT LIMITS (MIN AND MAX)
- Townhomes: 35-50'
 - Podium 1: 40-65'
 - Podium 2: 50-85'
 - Mid-Rise: 65-165'
 - Towers (Height Varies)

Attachment 4: Professional Services Matrix

OCII Transbay Park MOU

August 27, 2018

	Planning Phase (12 months)		30% (3 months)	60% - (3 months)	90% CD & Permit & 100% Bid Set (6 months)
	Conceptual Design	Schematic Design	Design Development	Construction Documents	
OCII PM	Organize, Schedule and Present at meetings with CAC (2), SODA (2) and CBD. Contract and coordinate with Artist (if included in scope). Provide site data: as-built drawings, studies, CEQA and any and all studies performed in the vicinity and on the Transbay park site. Develop Project Scope, Schedule Budget. Confirm OCII any requirements by Planning Dept (Site Permit).	Organize, Schedule and present to TJPA, CAC(2), SODA (2) and OCII Commission Meeting Refer to Attachment C: Roles and Responsibilities Matrix.	Organize, Schedule and present to CAC(1), SODA (1) and CBD. Refer to Attachment C: Roles and Responsibilities Matrix.	Refer to Attachment C: Roles and Responsibilities Matrix.	Refer to Attachment C: Roles and Responsibilities Matrix.
PW PM	Assist OCII with development of scope, schedule, budget, outreach, presentation material. Coordinate with S&H on General Plan and Sidewalk Legislation. Coordinate with Hydraulics on Sea Level Rise Check list and Vulnerability study. Work with Geotechnical and as needed consultants for geotechnical report and SAR for Environmental Site Assessments and any Hazmat reports. Coordinate with Contract Monitoring Division and Contract Admin to get the project advertised, bid and awarded. Coordinate ADA and MTA reviews. Work with MTA on presentation to TASC. Coordinate with BSM for Survey, Tree permits, Major encroachments Review potential for LEED/SITES	Refer to Attachment C: Roles and Responsibilities Matrix.	Refer to Attachment C: Roles and Responsibilities Matrix.	Refer to Attachment C: Roles and Responsibilities Matrix.	Refer to Attachment C: Roles and Responsibilities Matrix.
Landscape	Diagrams: SF Parks of similar size comparisons with Playgrounds Study of Existing/Planned SF Parks in this neighborhood to establish needs of Transbay Park Opportunities & Constraints Circulation Plan Alternatives (3)	Title Sheet Sheet Index Transbay Park Plan Overall Plan Demolition Plan Layout Plan Enlarged Playground Plan Play Equipment options Plant List Irrigation Zone Plan Landscape Elevations	Title Sheet Sheet Index Abbreviations/Legends/Notes Demolition Plan Layout Plan Play Equipment Layout Plan Grading Plan Material and Callout Plan Planting Zone Plan Irrigation Zone Plan	Title Sheet Sheet Index ADA Compliance Form Abbreviations/Legends/Notes Demolition Plan Layout Plan Play Equipment Layout Plan Grading Plan	Title Sheet Sheet Index ADA Compliance Form Abbreviations/Legends/Notes Demolition Plan Layout Plan Play Equipment Layout Plan Grading Plan

	Planning Phase (12 months)		30% (3 months)	60% - (3 months)	90% CD & Permit & 100% Bid Set (6 months)
	Conceptual Design	Schematic Design	Design Development	Construction Documents	

	Cost Estimate Review Conceptual Site Plan including Alleys in plans (2-3) Section and Elevations Inform PM about suitability for SITES/LEED certification. Only provide informal checklist. Presentation Materials: Community Mtgs (5) Coordinate team meetings and provide meeting minutes Meetings with PMs (monthly minimum) Meet with OCII planner	Materials Development Cost Estimate Review <u>100% SD for OCII planning and Commission review to include the following information:</u> Park Narrative and Description Plan Rendering Plan Enlargement Rendering Diagram of Park programming/uses Site Sections Perspective Renderings Zoning Diagram Circulation and Sub zoning diagram Pedestrian paths and streetscapes Accessibility Diagram Rough Grading and Drainage Plan Site Amenities Plan Tree Planting Plan Understory Planting Plan and Materials Coordinate team meetings and provide meeting minutes Meetings with PMs (monthly minimum) Meet with OCII planner Presentation Materials: OCII Commission (1) Civic Design Review -Informal Community Mtg 5 Meet with PUC-Stormwater Control Plan	Irrigation Equipment Selections Landscape Elevations Details Cost Estimate Review Submit Preliminary PUC-Stormwater Control Plan Review drawings with CBD, SODA and CAC Coordinate team meetings and provide meeting minutes Meetings with PMs (monthly minimum) Internal QAQC	Material and Callout Plan Planting Plan & Details Irrigation Plan & Details Equipment Schedules Control Diagrams Landscape Sections Landscape Elevations Details Cost Estimate Review Coordinate team meetings and provide meeting minutes Meetings with PMs (monthly minimum) Internal QAQC	Material and Callout Plan Planting Plan & Details Irrigation Plan & Details Equipment Schedules Control Diagrams/Details Landscape Sections Landscape Elevations Details PUC Final Stormwater PUC Water Conservation Cost Estimate Review Develop and Package a Maintenance and Operations instructions for CBD. Coordinate team meetings and provide meeting minutes Meetings with PMs (monthly minimum) Internal QAQC
Architecture	Location study with Landscape Architect for Single Story Restroom and Maintenance Shed Conceptual Floor Plans Circulation/Access Diagrams Massing studies Conceptual Section and Elevations Cost Estimate Review Attend coordination meetings Presentation Materials: Community Mtgs 5	Code Analysis Schematic Floor and Roof Plans Schematic Sections Schematic Building Elevations Cost Estimate Review Attend coordination meetings Presentation Materials: OCII Commission Civic Design Review -Informal Community Mtg 5	Code Analysis Floor plans Reflected Ceiling Plans Roof Plan Building Sections and select Wall Sections Exterior Elevations Select Interior Elevations Preliminary Door and Window Schedules Critical Exterior Details Cost Estimate Review Attend coordination meetings	Code Analysis Floor plans Enlarged Plans Reflected Ceiling Plans Roof Plan Building Sections Developed Wall Sections Exterior Elevations Interior Elevations Door and Window Schedules Exterior Details Material and Finish Legend Window and Door Schedules Partition Details Interior Details	Title 24 Calculations Code Analysis Development to 90% and Final Coordination of: Floor plans Enlarged Plans Reflected Ceiling Plans Roof Plan Building Sections Developed Wall Sections Exterior Elevations Interior Elevations Door and Window Schedules Exterior Details

	Planning Phase (12 months)		30% (3 months)	60% - (3 months)	90% CD & Permit & 100% Bid Set (6 months)
	Conceptual Design	Schematic Design	Design Development	Construction Documents	

				Shelving/Casework / Cabinet Details Cost Estimate Review Attend coordination meetings	Material and Finish Legend Window and Door Schedules Partition Details Interior Details Shelving/Casework / Cabinet Details Develop and Package a Maintenance and Operations instructions for CBD. Cost Estimate Review Attend coordination meetings
Structural	Site Verification for Restroom/shed	Structural Systems/foundations for Restroom, Pole lights, Retaining walls, Architectural structures such as a trellis, and fence posts. Conduct site visit Attend coordination meetings Review cost estimate	Abbreviations/Legends/Notes Structural Key Plan Foundation/Retaining Wall Plan Attend coordination meetings Review cost estimate	Abbreviations/Legends/Notes Structural Key Plan Foundation/Retaining Wall Plan Schedules Structural Elevations and sections Details Attend coordination meetings Review cost estimate	Abbreviations/Legends/Notes Foundation/Retaining Wall Plan Schedules Structural Elevations and sections Details Calculations Attend coordination meetings Review cost estimate
Geotechnical	Conduct Geotechnical Investigation Draft Report	Geotechnical Report	Assist Design Team	Assist Design Team	
Mechanical	Preliminary mechanical equipment selections	Mechanical System Selections Plumbing Fixture Selections Attend coordination meetings Review cost estimate	Abbreviations/Legends/Notes Site Plan – Mechanical Site Plan – Plumbing Site Plan – Fire Protection Floor Plans – Single Line Preliminary Equipment Schedules Attend coordination meetings Review cost estimate	Abbreviations/Legends/Notes Site Plan – Mechanical Site Plan – Plumbing Site Plan – Fire Protection Floor Plans – Double Line Equipment Schedules Controls Diagrams Attend coordination meetings Review cost estimate	Abbreviations/Legends/Notes Site Plan – Mechanical Site Plan – Plumbing Site Plan – Fire Protection Floor Plans – Double Line Equipment Schedules Control Diagrams Details Attend coordination meetings Review cost estimate
Hydraulics	Site Drainage and City Sewer Base Drawings Attend coordination meetings Analyze site for Sea Level Rise Include line item for Sea Level Rise Checklist and Vulnerability study (alternate work)	Abbreviations/Legends/General Notes Layout Plan – Schematic Drainage Improvements Provide results from Hydraulic Analysis. SFPUC Informational Meeting	Abbreviations/Legends/General Notes Layout Plan – Preliminary Drainage Improvements Specification List – Drainage SFPUC Preliminary Storm Water Management Plan	Abbreviations/Legends/General Notes Layout Plan – Key Plan Layout Plan - Drainage Improvements. Details, Sections, and Profiles Specifications – Drainage SFPUC	Abbreviations/Legends/General Notes Layout Plan – Key Plan Layout Plan/Drainage Improvements. Details, Sections, and Profiles Specifications – Drainage

	Planning Phase (12 months)		30% (3 months)	60% - (3 months)	90% CD & Permit & 100% Bid Set (6 months)
	Conceptual Design	Schematic Design	Design Development	Construction Documents	

	Provide overland flow analysis Main/Beale. Attend coordination meetings	All sewer work/drain connections within Park and sewer drains impacted by sidewalk widening on Beale and Main. Attend coordination meetings	All sewer work/drain connections within Park and sewer drains impacted by sidewalk widening on Beale and Main. Attend coordination meetings	All sewer work/drain connections within Park and sewer drains impacted by sidewalk widening on Beale and Main. Attend coordination meetings	SFPUC Final Storm Water Management Plan All sewer work/drain connections within Park and sewer drains impacted by sidewalk widening on Beale and Main. Attend coordination meetings
Electrical	Attend coordination meetings	Abbreviations/Legends/Notes Site Plan – Demolition Submit application to PGE, attend meetings Attend coordination meetings	Abbreviations/Legends/Notes Site Plan – Demolition Site Plan – Power Site Plan – Lighting Enlarged Plans Schedules Single Line Diagrams Attend coordination meetings	Abbreviations/Legends/Notes Site Plan – Demolition Site Plan – Power Site Plan – Lighting Enlarged Plans Schedules Single Line Diagrams Attend coordination meetings	Abbreviations/Legends/Notes Site Plan – Demolition Site Plan – Power Site Plan – Lighting Enlarged Plans Schedules Single Line Diagrams Attend coordination meetings
Streets and Highways	Add project to ACCELA/ENVISTA General Plan and Sidewalk Legislation Coordinate with Landscape on Conceptual plan for sidewalks and alleys. Attend coordination meetings	Issue NOI and Provide Utility Composite Drawings Sidewalk around park including curb ramps Attend coordination meetings	Sidewalks design including grading around park including curb ramps and sidewalk widening. Attend coordination meetings	Sidewalk design including grading around park including curb ramps Attend coordination meetings	Sidewalk design including grading around park including curb ramps Attend coordination meetings
MTA	Attend coordination meetings and review plans for MTA compliance	Attend coordination meetings and review plans for MTA compliance Provide review of crosswalks and intersections TASC	Attend coordination meetings and review plans for MTA compliance Provide review of crosswalks and intersections TASC	Attend coordination meetings and review plans for MTA compliance Provide review of crosswalks and intersections TASC	Attend coordination meetings and review plans for MTA compliance Provide review of crosswalks and intersections TASC
3rd Party Consultant	3 rd Party Planning Cost Estimate	3 rd Party Cost Estimate	3 rd Party Cost Estimate	3 rd Party Cost Estimate 3 rd Party Constructability Review	3 rd Party Cost Estimate (90%) 3 rd Party Constructability Review
SAR	ESA Phase I Attend coordination meetings		ESA Phase II and Hazmat Attend coordination meetings Provide 30% SAR Specifications	Attend coordination meetings Provide 60% Specs	Attend coordination meetings Provide 90% and 100% Specs

Attachment 5: Project Controls Cost Budget
OCH Transbay Park Project

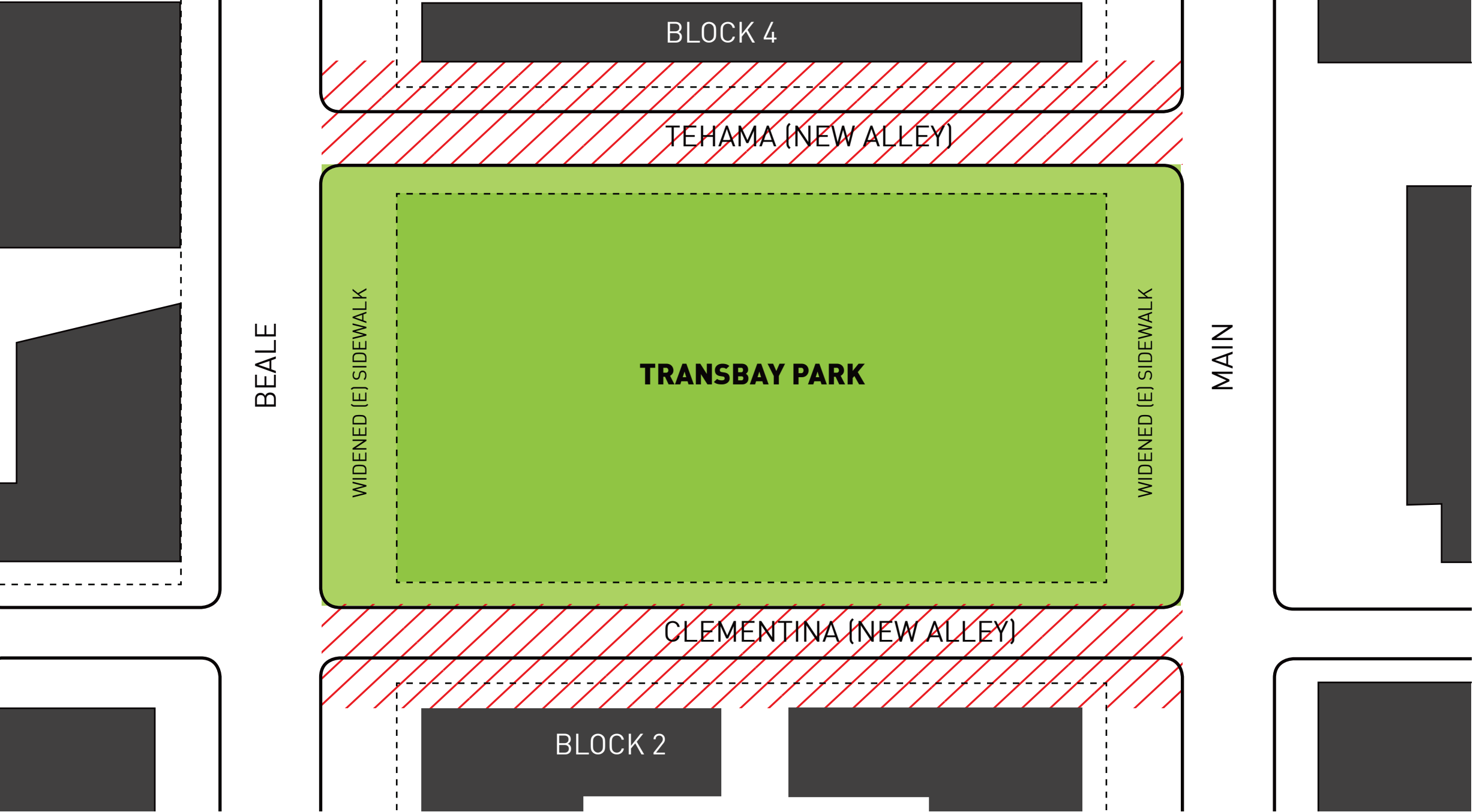
8/29/2018

SFPW Management and other PW Fees	
Project Management	\$ 788,770
Construction Management (constructability review)	\$ 10,191
Site Assessment Remediation	\$ 17,990
Contract Preparation	\$ 25,000
Subtotal	\$ 841,951
15% Fee contingency	\$ 126,293
Total:	\$ 968,244
SFPW Design, Engineering and ADA review Fees	
Landscape	\$ 624,668
Architecture	\$ 99,204
ADA- (BDC)	\$ 9,003
ADA- (IDC)	\$ 7,736
Streets and Highways (Civil)	\$ 193,353
Structural and Geotechnical	\$ 156,119
Mechanical	\$ 33,675
Electrical	\$ 51,747
Hydraulics	\$ 110,507
Subtotal	\$ 1,286,012
15% Fee contingency	\$ 192,902
Total:	\$ 1,478,914
Total SFPW Fee:	\$ 2,447,158
MTA Allowances (revise after 100% schematic design)	
SFMTA -Livable Streets	\$ 4,598
SFMTA-Traffic signals	\$ 45,000
SFMTA-Routing design	\$ 123,247
Subtotal (incl 3.73% & yearly 3% esc)	\$ 172,845
15% Fee contingency	\$ 25,927
Total MTA Fee:	\$ 198,772
PUC Lighting Review Fees	
SFPUC (approx. from Folsom Project)	\$ 25,000
15% Fee contingency	\$ 3,750.00
Total PUC Fee:	\$ 28,750
City Team Professional Fees:	\$ 2,674,680
Allowances for Project Control Fees and Services	
Arts Commission informal review	\$ 3,000
Regulatory Affairs services (if required)	\$ 10,000
Technical Specifications (as needed consultant)	\$ 40,000
BSM Site Survey	\$ 50,000
Tree Assessment	\$ 10,000
Cost estimates (6) (Concept to 100% CD)	\$ 70,000
Cost estimate (3)/reconciliation	\$ 45,000
RPD Peer Reviews	\$ 5,000
Constructability review-as needed consultant (2)	\$ 30,000
Contract Admin 10% fee on As-Needed Contracts Approximate	\$ 25,000
Maher Fees/Bay Area Quality/State Water Resources Board	\$ 8,000
Tree Removal/Planting permits	\$ 3,000
DBI plan check, Demo, Site and Building Permits, USD fees, State water resource fees and Encroachment permits	\$ 500,000
Geotechnical Report	\$ 75,000
Reproduction services/printing costs	\$ 25,000
ESA phases I and II	\$ 65,681
Stormwater Control Review Fees	\$ 12,000
SF PW Legal (City Attorney)	\$ 5,000
Investigatory potholing	\$ 30,000
Outside public outreach services	\$ 50,000
Subtotal	\$ 1,061,681
15% Contingency	\$ 159,252
Allowances initially funded by PW:	\$ 1,220,933
GRAND TOTAL for initial funding by PW:	\$ 3,895,613

Tasks/Activities	PARTICIPATING PARTIES								
	OCII PM	PW PM	PW LA	PW Conslt	PW CM	SAR	CON PREP	CON ADM	PW ACCT
A. PROJECT INITIATION									
Obtain necessary funding for the project & initiate JO	X								
Establish overall project budget	X								
Establish overall project schedule	X								
Prepare Project Plan/ RFP, including basic program, scope, objectives, budget, and schedule	X								
Determine design team disciplines needed, and submit list of all design disciplines included in A/E scope of services, including: architectural, landscape, civil, structural, mechanical, plumbing, electrical, fire alarm, cost estimate, irrigation, streets, hydraulics.		X	X						
Prepare cost proposals for A/E and CM services, for all phases		X							
Prepare cost proposals for other City Agency Peer Review A/E and CM services, for all phases		X							
Negotiate fees w/ design discipline(s)		X							
Prepare final signed, Project MOU. Revise Project Plan, Design Team Proposal, Schedule as required.	X	X	X						
Secure and coordinate geotechnical, survey, haz mat reports, tree assessment and cost estimator	X		X						
B. PLANNING PHASE (Conceptual Design & Schematic Design)									
Project Kick-Off Site Meeting--all disciplines & Ops	X		X						
Present alt. concepts for review by CAC	X		X						
Provide CBD Operations comments to design team PL	X								
Provide written response to OCII, CAC and Peer review comments and incorporate into design documents			X						
Schedule stakeholder meetings (TJPA, CAC & SODA)	X								
Attend stakeholder meetings (TJPA, CAC & SODA)	X	X	X						
Present at stakeholder meetings (TJPA, CAC & SODA)	X		X						
Meet with regulatory agencies to determine permitting requirements, including DBI, ADA access coordinator, & Planning	X	X							
Review record drawings and document existing conditions			X						
Assist with informing team about City Codes, Regulations and Guidelines		X	X						
Review and comply with City Codes, Regulations, and Guidelines	X		X						
Prepare code analysis			X						
Coordinate work of all disciplines included in A/E basic scope of services			X						
Coordinate City Agency PEER review of design services		X							
Coordinate with geotech, surveyor, haz mat reports, cost estimator	X	X							
Coordinate with City As-needed consultants for estimate and reconciliation, Constructability Review, ESA Phase I and II analysis and CMMS services		X							
Prepare Conceptual Design submittal documents, including diagrams, study models, assessment reports			X						
Provide cost estimate at Conceptual Design submittal				X					
Informal Conceptual Design LEED and/or SITES Checklist			X						
Prepare phasing options if required	X		X						
Secure OCII Commission approval of concept plan	X								
Prepare presentation materials for OCII Commission	X	X	X						
OCII website update	X								
Amend MOU (scope, schedule, budget) as required* (*MOU would be amended as required per specific project plan)	X								
Prepare Schematic Design Submittal documents including outline specifications			X						
Provide cost estimates at Schematic Design submittal				X					
Participate in cost reconciliation meetings	X	X	X	X					
Prepare SWPPP (SAR in Coord. w/Landscape)			X			X			

Tasks/Activities	PARTICIPATING PARTIES								
	OCII PM	PW PM	PW LA	PW Conslt	PW CM	SAR	CON PREP	CON ADM	PW ACCT
Determine and coordinate/complete applications for new utility services if required.	X								
Informal LEED and/or SITES Checklist at Schematic Design			X						
Provide cost estimate at Schematic Design submittals				X					
C. DESIGN PHASE (Design Development & Construction Document Phases)									
Monitor project schedule	X								
Monitor project expenditures	X								
Monitor project expenditures of City agencies and as needed consultants		X							
Issue notice of change for scope, budget and schedule as change occurs	X								
Schedule & conduct project team meetings	X	X							
Schedule & conduct design team meetings			X						
Prepare 100% Design Development Submittal Documents			X						
Prepare cost estimates at 100% Design Development Submittals				X					
Prepare 60% CD Submittal Documents			X						
Prepare cost estimates at 60% Construction Development Submittals				X					
Identify and incorporate design alternates	X		X						
Prepare 90% CD Submittal Documents			X						
Prepare cost estimates at 90% Submittals				X					
Participate in cost reconciliation meetings	X	X	X						
Provide Operations comments to design team PL	X								
Provide written response to OCII, CAC, and PEER REVIEW comments and incorporate into design documents			X						
Coordinate with as needed consultants including haz mat and incorporate drawings into bid set						X			
Informal LEED/SITES checklist			X						
Conduct QA/QC for calculations, drawings, specifications, estimates, & schedules			X		X		X		
Conduct PEER REVIEW of calculations, drawings, specifications, estimates, & schedules		X							
Conduct and participate in constructability review	X	X	X		X				
Obtain environmental and planning agency approvals	X								
Secure building permits		X	X						
Assist with securing building permits, environmental and planning agency approvals		X							
Prepare and submit storm water drawings and any other required reviews to SFPUC			X						
Prepare 100% Permit/ Bid Documents. Get final approval signatures for advertisement (professional stamp; ADA Coordinator, all regulatory approvals)			X						
Prepare construction staging plan	X				X				
Request transfer of funding for advertisement & construction	X								
Archive as-bid drawings, specifications, and bid documents	X						X		
D. Advertisement, Bid & Award									
Deliver electronic copy of Drawings, Specs and Estimates to Contract Prep for advertising. These should be collated and reviewed against Drawing Index and Table of Contents (Specifications).			X						
Submit final bid package to Contract Admin. for advertisement			X				X		
Prepare Divisions 0 & 1 specs and advertisement for bids	X	X				X	X		
Submit Documents for advertisement to Contract Monitoring		X					X		
Perform outreach to interested bidders		X							
Conduct pre-bid meeting		X					X		
Answer questions from bidders during bid phase	X	X					X		
Prepare and issue addenda if needed							X	X	
Review bids	X	X	X					X	
Resolve bid protests	X	X						X	

Tasks/Activities	PARTICIPATING PARTIES								
	OCII PM	PW PM	PW LA	PW Conslt	PW CM	SAR	CON PREP	CON ADM	PW ACCT
Obtain approval from HRC prior to award of contract		X						X	
Monitor time for award. Bids are valid if awarded within 90 days.		X						X	
Obtain OCII Commission approval to award contract /reject bids	X							X	
Request award; verify funding available. Submit OFFMA 81	X	X						X	
Adjust project plan (scope, schedule, budget) & refine cost proposal for construction phase as required.	X				X				
E. Construction Phase									
Conduct pre-construction conference	X	X			X				
Review schedule of values	X	X			X				
Conduct progress meetings	X				X				
Document weekly construction meetings					X				
Perform construction observation & coordinate special inspections					X				
Review submittals, shop drawings, RFIs and contractor as-builts			X		X				
Prepare Supplemental instructions, clarifications, and sketches as required			X		X				
Conduct site visits and make observations on work			X		X				
Conduct weekly inspections of work and check for conformance to contract documents					X				
Periodically review contractor record document set for current and thorough record of changes to work					X				
Monitor construction contract & schedule	x	X			X				
Negotiate & prepare change orders	x	x			X				
Approve change orders	x	X			X				
Approve progress payments (OCII needs to review and sign Progress payments before CM submits)	X	X			X				
Resolve construction issues (always inform OCII PM)	X	X			X				
Establish and track substantial & final completion dates per the contract.	X	X			X				
Submit completion certificates					X				
Prepare punch list and verify items completed by contractor			X		X				
Cooperate and coordinate with building commissioning agent when required					X				
Conduct closeout walk through with Operations, provide additional punch list comments to PW/CM					X				
Secure affidavit of release of liens/ stop notices, affidavit of payment, consent of surety from contractor					X				
Submit GC as-builts to PW Contract Prep & OCII PM; and O&M Manuals & Warranty info to OCII PM					X		X		
Provide warranties, manuals to OPS					X				
Submit closeout documents to PW Accounting					X				
Schedule maintenance period site visits as required within warranty period.					X				
F. Financial Management of City Agency work									
Process all financial transactions related to respective departmental FPS transactions		X							X
Make all payments related to City fees, Construction and As-needed Consultant City contracts, etc.		X							X
Prepare analytical reviews & financial reports related to City Agency and as-needed Consultant and Construction Contract		X							X
ABBREVIATIONS OCII PM: Office of Community Investment and Infrastructure Project Manager PW PM: Public Works Project Manager PW LA: Public Works Landscape Architecture (Project Lead) PW CM: DPW Construction Management CON PREP: Contract Preparation CON ADM: Contract Administration PW ACCT: DPW Accounting									



BASE SCOPE OF WORK: NEW CONSTRUCTION

-  TRANSBAY PARK:
CONCEPT DESIGN THROUGH CONSTRUCTION
-  PUBLIC RIGHT-OF-WAY:
CONCEPT DESIGN-COORDINATE W/ADJACENT PROPERTY OWNER
FINAL DESIGN AND CONSTRUCTION-BY OTHERS

TRANSBAY PARK:
LIMIT OF DESIGN AND
CONSTRUCTION DIAGRAM

TRANSBAY REDEVELOPMENT PROJECT AREA



Under-Ramp Park
Acres: 2.5
Construction Start: Ok

Parcel F
Deverlopers: Hines/Urban Pacific/Goldman Sachs
Total Units: 175 (est.)
Office Sq. Ft.: 287,000
Hotel Rooms: 250
Construction Start: 2019
Completion: 2022



Parcel T
101 First St.
Salesforce Tower

Developers: Boston Properties/Hines
Office Sq. Ft.: 1.4 Million
Construction Start: 2014
Completion: 2017

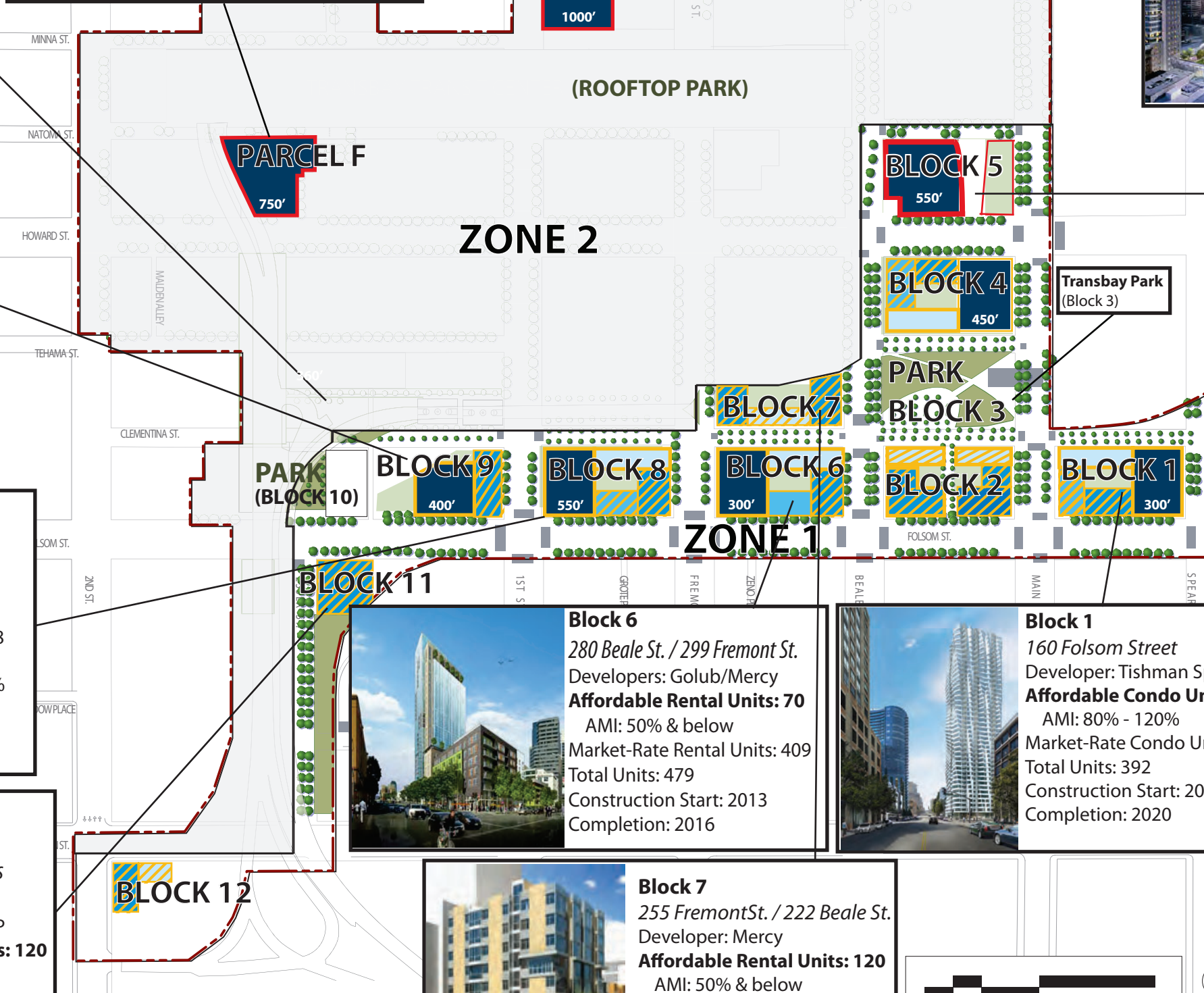


Block 9
500 Folsom St.
Developers: Essex/ BRIDGE
Affordable Rental Units: 109
AMI: 50% & below
Market-Rate Rental Units: 436
Total Units: 545
Construction Start: 2016
Completion: 2019



Block 5
250 Howard St.
Park Tower

Developers: Golub/ John Buck
Office Sq. Ft.: 767,000
Construction Start: 2015
Completion: 2018



- TRANSBAY REDEVELOPMENT PROJECT AREA**
- ZONE 1 ZONE 2
- LAND USE (SUBJECT TO CHANGE)
- AFFORDABLE HOUSING
 - MARKET RATE HOUSING
 - COMMERCIAL
- OPEN SPACE
- OPEN SPACE (PUBLICLY OWNED)
 - OPEN SPACE (PRIVATELY OWNED)
- PROPOSED HEIGHT LIMITS (MIN AND MAX)
- Townhomes: 35-50'
 - Podium 1: 40-65'
 - Podium 2: 50-85'
 - Mid-Rise: 65-165'
 - Towers (Height Varies)



Block 8
450 Folsom St. & 250 Fremont St.
Developers: Related/TNDC
Affordable Rental Units: 150
Market-Rate Rental & Condo Units: 398
AMI: 70 Inclusionary Units @ 50% / 80 OCII sponsored Units @ 50%
Total Units: 548
Construction Start: 2016
Completion: 2019



Block 6
280 Beale St. / 299 Fremont St.
Developers: Golub/Mercy
Affordable Rental Units: 70
AMI: 50% & below
Market-Rate Rental Units: 409
Total Units: 479
Construction Start: 2013
Completion: 2016



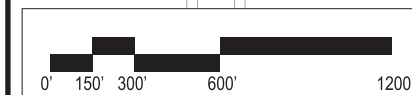
Block 1
160 Folsom Street
Developer: Tishman Speyer
Affordable Condo Units: 156
AMI: 80% - 120%
Market-Rate Condo Units: 236
Total Units: 392
Construction Start: 2017
Completion: 2020

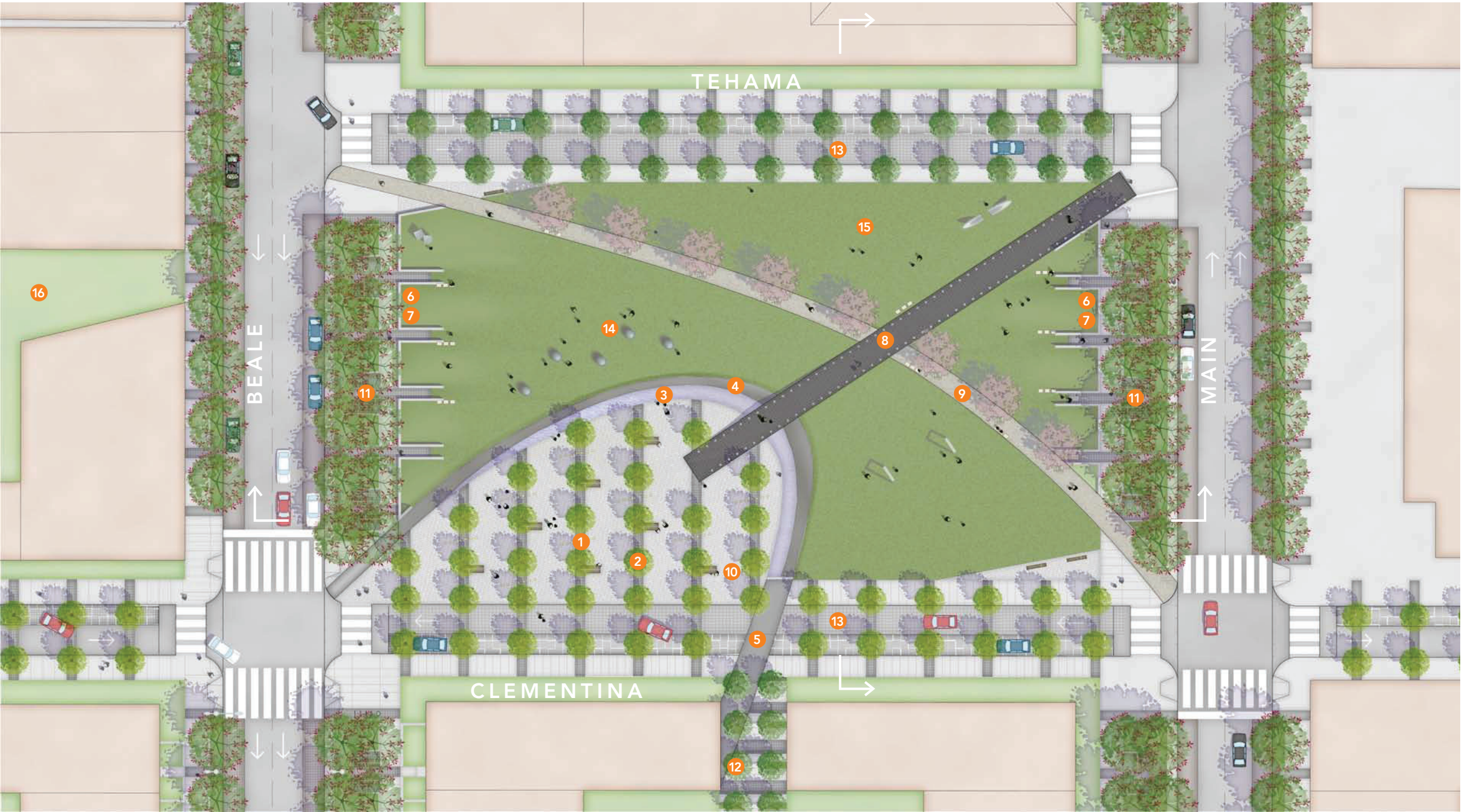


Block 11A
25 Essex St.
Rene Cazenave Apartments
Developers: BRIDGE/CHP
Affordable Rental Units: 120
AMI: 50% & below
Total Units: 120
Construction Start: 2011
Completion: 2013



Block 7
255 Fremont St. / 222 Beale St.
Developer: Mercy
Affordable Rental Units: 120
AMI: 50% & below
Construction Start : 2016
Completion: 2018





Transbay Park - Illustrative plan