

**Hunters Point Shipyard Phase 1
Community Facilities
Property Management Contract**

April 19, 2022



Overview

- Background on DDA Requirements
- Community Facilities District No. 8 (CFD No.8)
- Overview of HPS1 Public Facilities
- RFP
- Scope of Services
- Proposed Annual Budget
- Contractor Information and Compliance
- Contract Team
- CAC and Staff Recommendation
- Questions

HP Phase 1 Public Facilities

- The Disposition and Development Agreement for HPS Phase 1 ("Phase 1 DDA") requires Developer to construct:
 - Parks: Parks, public recreation and other open space uses identified in the HPS Phase 1 Open Space Master Plan on Agency Open Space Parcels
 - Streetscapes: Streetscapes identified in the Streetscape Plan on future right of ways to be dedicated to the City
- In 2010, the Former Agency Commission authorized construction of a community facilities demonstration project on an Agency Open Space Parcel. Known as the "Site Office Building," serving as a community-based public space supporting a range of uses, including arts and arts education, job training facilities, recreation and open-space uses.
- The foregoing constitute the "Public Facilities" within HPS Phase 1

Community Facilities District No. 8 (CFD No. 8)

- The Phase 1 DDA requires the Developer and Agency to establish a “Community Facilities District” for maintenance and operation of the HPS 1 Public facilities
- Mello-Roos Community Facilities Act (1982) allows local governments to establish special tax districts to fund services within the established district (Community Facilities Districts or "CFDs")
- In 2008, the Former Agency formed Community Facilities District No. 8 (CFD No. 8”) to fund on-going maintenance and operation of the HPS1 Public Facilities
- Funded by Rate and Method of Apportionment (RMA); no other funding sources
- Applies to all the Assessor Parcels within the boundaries of CFD No. 8 with minor exceptions

Public Facilities

- Hillpoint Park
- Hilltop Open Space
- Innes Court Park
- Galvez Overlook/
Coleman Promenade
- Site Office Building
- Pocket Parks (8)
- Public Artworks
- Supporting Infrastructure
(subdrains, retaining walls)
- Streetscapes



Location of HPS1 Public Facilities



RFP Issuance and Outreach

RFP Timeline

- RFP Release Date 6/02/2021
- Deadline 7/02/2021
- Deadline extension 7/16/2021

Outreach

- SBE landscaping, janitorial and property management firms
- RFP advertisements published via web postings
 - SF Bayview
 - Small Business Exchange
 - City Partner website
 - OCII's website

RFP Submittals and Selection Process

- **Four Responses Received**
- **Two Firms Shortlisted and Interviewed**
 - M.J.F. & Associates Consulting
 - Parklab Open Space Management (POSM)
- **Selection Panel**
 - Two CAC members
 - Developer Representative
 - OCII Staff
- **Selection and Negotiations**
 - OCII entered negotiations with one of the two highest scoring proposers, however, the proposer chose not to continue with the negotiation process
 - Parklab Open Space Management (POSM) selected

Property Management Contract Scope of Services

- Landscape, Streetscape and Open Space Maintenance
- Facilities Management (administrative)
- Janitorial Services and Building Maintenance
- Capital Facilities Maintenance and Repair



Facilities Management Services

- Oversee operations
- Manage and coordinate team and subcontractors
- Prepare and manage budget and submit reports
- Respond to requests for service
- Manage reservations
- Inspect Facilities
- Serve as public liaison

Landscape and Janitorial Services

- Maintain lawns, trees, paving, plantings, irrigation, furnishings, playground, and public artwork
- Maintain slope drainage and subdrains infrastructure and stormwater management
- Dispose of trash, green waste and recycling materials
- Provide janitorial services at the Site Office Building including the Community Room, common areas and restrooms



Proposed Annual Budget FY 21-25

Cost	FY 21-22	FY 22-23	FY 23-24	FY 24-25	Summary
Operating Costs	\$118,463	\$777,255	\$816,118	\$857,924	Landscaping, janitorial utility costs, site office expenses, supplies, management fee, insurance, utilities, contingency
Capital Costs	\$36,000	\$385,000	100,000	105,000	Repairs, replacements, capital purchases and professional services
Total	\$154,463	\$1,162,255	\$916,118	\$961,924	\$3,194,760

Costs increase over time as parks continue to be built and added to the portfolio

Other Contract Terms

- **Contract**

- Date of Contract Effectiveness through June 30, 2025
- Maximum contract amount \$3,194,760
- Option to extend for one year

- **Maximum Management Fee**

- 7% of Operating Expenses (excluding insurance, utilities and contingency)

- **Approval of Budgets**

- Commission will approve the remaining months of FY21-22 budget and FY 23-24. Subsequent annual budgets will be presented as part of the annual CFD Commission approval

- **Transfer of Parks to City**

- Under Redevelopment Dissolution Law, Contract parks may be transferred to City for governmental purpose with OCII continuing to provide CFD funding

Parklab Open Space Management (POSM) Team

POSM will perform this contract with 100% SBE participation, exceeding the OCII SBE goal of 50%

- **Management**

- Parklab Open Space Management (POSM)
 - Small Business Enterprise (“SBE”) located in San Francisco
 - 18 years experience with public parks and open space management
 - Management of in-house staff and 14 subcontractors

- **Landscaping Subcontractor**

- Robert W. Poyas (RWP) Landscaping
 - Minority-owned SBE located in San Francisco

- **Janitorial Subcontractor**

- Aim to Please Janitorial Service
 - Minority-owned SBE located in Bayview Hunters Point

Recommendation

CAC Recommendations

- **March 10, 2022**
 - Bayview Hunters Point Citizens Advisory Committee's Business & Employment Subcommittee reviewed and recommended the Contract to the full CAC
- **March 28, 2022**
 - Full CAC recommended the Contract to the Commission

Staff Recommendation

Recommend the Commission on Community Investment and Infrastructure consider and approve a Personal Services Contract with Parklab Open Space Management for property management and maintenance of the Hunters Point Shipyard Phase 1 Public Facilities

Proposed Property Management Contract

**Thank you
&
Questions**

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Commission on Community
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Public Artworks



Jerry Ross Barrish – Bayview Horn
Site Office Building



Jason Webster – Butterfly Girl
Pocket Park 16



REBAR – Gigantury
Innes Park



Matthew Geller – Nautical Swing
Hillpoint Park



Mildred Howard with Walter Hood –
Frame Refrain
Hillpoint Park



Marion Coleman – Visions of the
Past, Visions of the Future
Hillpoint Park



Jessica Bodner – Hale Konon
Innes Park



Heidi Hardin – Stream of Consciousness
Hillpoint Park



Eric Powell – Flotilla
Hillpoint Park