

COMMISSION ON COMMUNITY INVESTMENT AND INFRASTRUCTURE

RESOLUTION NO. 36-2022

APPROVING A SECOND AMENDMENT TO THE MEMORANDUM OF UNDERSTANDING WITH THE CITY AND COUNTY OF SAN FRANCISCO, ACTING THROUGH ITS DEPARTMENT OF PUBLIC WORKS, FOR THE SECOND PHASE OF THE HUNTERS POINT SHIPYARD BUILDING 101 PROJECT FOR DESIGN, BIDDING, AND CONSTRUCTION MANAGEMENT SERVICES, TO INCLUDE FIRE DAMAGE RESTORATION, TO INCREASE THE NOT-TO-EXCEED AMOUNT BY \$640,000, FOR A TOTAL MAXIMUM AGGREGATE AMOUNT OF \$6,221,677, INCLUDING PROJECT CONSTRUCTION, AND TO EXTEND THE TERM FOR ONE ADDITIONAL YEAR; HUNTERS POINT SHIPYARD PROJECT AREA

WHEREAS, The Successor Agency to the Redevelopment Agency of the City and County of San Francisco (commonly known as the Office of Community Investment and Infrastructure, or “OCII”) is completing the enforceable obligations of the Redevelopment Agency of the City and County of San Francisco (the “Former Agency”) in the Hunters Point Shipyard Redevelopment Project Area (“Project Area” or “Shipyard”) under the authority of the California Community Redevelopment Law, Cal. Health & Safety Code §§ 33000 et seq., as amended by the Redevelopment Dissolution Law (Cal. Health & Safety Code §§ 34170 et seq.) and under San Francisco Ordinance No. 215-12 (Oct. 4, 2012) (establishing the Successor Agency Commission and delegating to it state authority under the Redevelopment Dissolution Law) (collectively “Dissolution Law”); and,

WHEREAS, The Former Agency received grant funding from the U.S. Department of Commerce’s Economic Development Administration (“EDA”) for design and construction activities in the Project Area through Grant Agreement No. 07-49-05947 (“EDA Grant #4”) in 2006 and Grant Agreement No. 07-49-06113 (“EDA Grant #5”) in 2007 (collectively, the “Grants”), with a primary objective of economic development and job creation; and,

WHEREAS, The Grants, and three previous grants from the EDA, have been used for the following within the Project Area: (a) for demolition of buildings preceding development at Shipyard Phase 1; (b) for improvements to Building 101, an OCII-owned facility; (c) for design and construction of the Shipyard Site Office Building; (d) for design studies of Building 813; and (e) for the installation of public art works under the Shipyard Cultural and Historical Recognition Program; and,

WHEREAS, The funds in the Grants total \$5,581,677, including \$5,023,478 in federal funds and \$558,199 in local match funds required pursuant to the terms of the Grants; and,

WHEREAS, Building 101, a former Navy facility currently owned by OCII, has been used as artists’ studios since the mid-1970s. The studios and associated creative enterprises play a critical role in the Shipyard redevelopment and in catalyzing jobs and

economic growth in the arts and creative industries. Local, state and federal stakeholders have prioritized a continuing role for the Shipyard artists in planning efforts for the Shipyard; and,

WHEREAS, OCII proposed, and the EDA approved, use of Grants funds to construct improvements to Building 101, including the conversion of a lecture hall to gallery space; conversion of primary first-floor restrooms to wheelchair-accessible restrooms; other accessibility improvements to common areas; and improvements to emergency exits (the “Building 101 Improvements”); and,

WHEREAS, On March 6, 2017, OCII and San Francisco Public Works (“Public Works”) entered into a Memorandum of Understanding for the planning phase of work on the Building 101 Improvements for a total of \$50,0000, including site investigations, review of existing documents, and determination of code requirements; which work has now been completed; and,

WHEREAS, On February 19, 2019, OCII and Public Works entered into a Memorandum of Understanding for the Second Phase of the Hunters Point Shipyard Building 101 Project (“MOU”), consisting of design, permitting, advertisement and bidding of a construction contract, and construction management, for a term of four years terminating on October 31, 2022, with the full cost of construction and Public Works services not to exceed \$5,581,677, with \$4,330,478 allocated to construction, \$1,152,999 allocated to fees for Public Works services, and \$98,200 allocated to project delivery contingency, with necessary line-item costs to be revised as needed with the authorization of OCII’s Executive Director; and,

WHEREAS, On January 30, 2020, at the request of the EDA and pursuant to EDA regulations, OCII and Public Works entered into a first amendment to the MOU, reallocating \$98,200 for project delivery contingency to Public Works services for a total of \$1,251,199. The \$4,330,478 allocated to construction and the total not to exceed amount of \$5,581,677 remained unchanged; and,

WHEREAS, The Building 101 Improvements are now complete and EDA Grant funds have been fully expended, but due to the effects of the COVID-19 Pandemic and unanticipated physical conditions at Building 101, Public Works and its construction contractor experienced shortages of contractor-supplied labor and materials and construction delays, resulting in the necessity for additional Public Works expenditures on design, construction management and non-design project delivery, which OCII now seeks to reimburse; and,

WHEREAS, On January 21, 2022, Building 101 suffered a minor fire, unrelated to the Building 101 Improvements, resulting in damage to one artist studio caused by existing faulty electrical wiring (“Building 101 Fire Damage”). Emergency stabilization and remediation work was completed, and full restoration is now needed (“Building 101 Fire Damage Restoration”); and,

WHEREAS, OCII and Public Works now propose a Second Amendment to the MOU that would (a) include restoration of the Building 101 Fire Damage within the Scope of

Improvements; (b) increase total budget amount by \$640,000, comprised of \$460,000 in costs to be reimbursed to Public Works to complete the Building 101 Improvements and \$180,000 to repair the Building 101 Fire Damage, and (c) to extend the term of the MOU for one additional year commencing on November 1, 2022 and terminating on November 1, 2023 to allow the Building Fire Damage work to be completed; and,

WHEREAS, On September 26, 2022, by Resolution No. 07-2022, the Oversight Board of the City and County of San Francisco approved amendments to the Recognized Obligations Payment Schedules for January 1, 2023 to June 30, 2023 (“ROPS 22-23”), including an additional expenditure for a total of up to \$640,000 for the Building 101 Improvement and Building 101 Fire Damage Restoration; and,

WHEREAS, Approving the Second Amendment to the MOU is categorically exempt from the California Environmental Quality Act (“CEQA”) pursuant to CEQA Guidelines Sections 15301 because it involves the repair and maintenance of an existing structure resulting in no expansion of the existing use; now therefore, be it

RESOLVED, That the Commission approves and authorizes the Executive Director to enter into a Second Amendment to the Memorandum of Understanding between OCII and the City and County of San Francisco, acting through Public Works, substantially in the form of Exhibit A to this Resolution, authorizing inclusion of the Building 101 Fire Damage restoration within the Scope of Improvements; an increase to the not-to-exceed Project Budget amount by \$640,000, for a total maximum aggregate of \$6,221,677 for the Building 101 Improvements (including the Building 101 Fire Damage restoration); and extending the term for an additional term of one year, and to enter into any and all ancillary documents or to take any additional actions necessary to consummate the transaction contemplated by this Resolution.

I hereby certify that the foregoing resolution was adopted by the Commission at its meeting of October 18, 2022.

Commission Secretary

Exhibit A: Building 101 Improvements - Memorandum of Understanding
Second Amendment

Exhibit A: Building 101 Improvements Second Amendment

SECOND AMENDMENT TO THE MEMORANDUM OF UNDERSTANDING BETWEEN THE DEPARTMENT OF PUBLIC WORKS AND THE OFFICE OF COMMUNITY INVESTMENT AND INFRASTRUCTURE FOR THE SECOND PHASE OF THE HUNTERS POINT SHIPYARD BUILDING 101 PROJECT

This SECOND AMENDMENT (“Second Amendment”) is entered into as of October __, 2022 by and between the SUCCESSOR AGENCY TO THE REDEVELOPMENT AGENCY OF THE CITY AND COUNTY OF SAN FRANCISCO (commonly known as the OFFICE OF COMMUNITY INVESTMENT AND INFRASTRUCTURE, or “OCII”), a public body operating and existing under the laws of the State of California, and the City and County of San Francisco, State of California (“City”), acting through San Francisco Public Works, (“Public Works”, together with OCII, the “Parties” and each, individually, a “Party”).

RECITALS

- A. The Parties entered into the Memorandum of Understanding for the Second Phase of the Hunters Point Shipyard Project on February 19, 2019 (“MOU”), with the purpose of engaging Public Works to provide design, bidding, construction management and final completion services for improvements to Building 101 within the Hunters Point Shipyard Redevelopment Project Area. The Parties entered into a First Amendment to the MOU on November 23, 2020 (“First Amendment”) at the request of the Economic Development Administration (“EDA”), an agency of the U.S. Department of Commerce, to revise the budget and scope of the MOU pursuant to EDA regulations. The MOU, as amended by the First Amendment, is hereafter referred to as the “Amended MOU.”
- B. Terms not defined in this Second Amendment shall have the meanings assigned to them in the Amended MOU.
- C. The Building 101 Improvements are now complete and EDA Grant funds have been fully expended, but due to the ongoing effects of the COVID-19 Pandemic and unanticipated physical conditions of Building 101, Public Works’ construction contractor experienced shortages of contractor-supplied labor and materials and construction delays, resulting in the necessity of additional Public Works expenditures for design, construction management, and non-design project delivery.
- D. In addition, On January 21, 2022, Building 101 suffered a minor fire, unrelated to the Project, resulting in damage to one artist studio caused by existing faulty electrical wiring. Emergency stabilization and remediation work was completed by OCII’s insurance carrier, and full restoration is now necessary.
- E. Under this Second Amendment, the parties hereto propose to extend the term of the Amended MOU for one additional year, commencing on November 1, 2022 and terminating on November 1, 2023, to allow for Public Works to carry out additional design, construction management, and non-design project delivery activities for completing the Project originally contemplated in the Amended MOU, as well as similar activities related to the restoration of Building 101 from fire damage from the January 2022 fire.

- F. The Parties now desire to enter into this Second Amendment for design, contractor procurement through a job order contract, construction management, and final completion of restoration for the fire damage occurred and additional Public Works services for the Project including design, construction management, and non-design services.
- G. Under this Second Amendment, the parties propose an increase total to Project Budget amount by \$640,000 from \$5,581,677 to \$6,221,677, comprised of \$460,000 in costs to be reimbursed to Public Works for the completed Building 101 Improvements and \$180,000 for restoration of the fire damage needed.

AGREEMENT

NOW, THEREFORE, OCII and Public Works agree as follows:

1. The first paragraph of **Section I: Scope of Work** is revised as follows (additions underlined):

A: Base Improvements

“The Improvements are generally expected to include the following improvements to Building 101 (“Base Improvements”):”

2. An third paragraph is added ad the end of **Section I: Scope of Work**, as follows (additions underlined):

“B: Fire Restoration

The fire restoration is generally expected to include the following to Building 101 (“Fire Restoration”):

- a) Repair and restore fire damage to artist studio number 1254 and damaged surrounding hallway and studios.
- b) All work shall meet all applicable health and safety and accessibility requirements.”

3. **Section II: Term of Agreement** shall be revised as follows:

Delete the Amended MOU termination date of “October 31, 2022” and replace with the amended termination date of “November 1, 2023.” All other terms and provisions of Section II continue to apply.

4. **Section III: Project Budget** is hereby deleted in its entirety and replaced with the following:

The total project budget for the Base Improvements and Fire Restoration scope of work is not to exceed \$6,221,677 in total for construction and project delivery, including design, bidding and construction management. The Base Improvements and Fire Restoration amounts for construction services and project delivery shall not exceed the foregoing budget amounts and their respective funding sources without prior written authorization from the OCII Executive Director. All funds are subject to availability, Successor Agency Oversight Board authority, EDA participation, and State Department of Finance approval. Accordingly, Public Works will diligently monitor and control expenditures to avoid cost overruns. See Section XII: Financial Oversight and Audits Subsection A: Spending Authority for more detail.

A. Base Improvements **\$6,221,677**

EDA-Funded (EDA Award No. 07-49-05947 and 07-49-06113)

1. Construction Services: \$ 4,330,478
2. Project Delivery: \$ 1,251,199
(design, bidding, and construction management)

Note: All EDA funds (\$5,581,677) have been expended as of the date of this Second Amendment

OCII-Funded

1. Extended Project Delivery: \$ 460,000
(design, construction management and non-design project delivery including third-party consultants)

B. Fire Restoration **\$180,000**

OCII-Funded

1. Construction Services: \$ 120,000
2. Project Delivery: \$ 60,000
(design, contractor procurement through a job order contract, and construction management)

5. The last two rows of **Section V: Scope of Services and Deliverables** are hereby deleted in its entirety and replaced with the following:

Deliverable	Duration
Base Improvements Construction Final Completion	87 Weeks
Base Improvement Project Closeout	13 Weeks

Fire Restoration Job Order Contract Award	4 weeks
Fire Restoration DBI Construction Permit	2 weeks
Fire Restoration Construction Start	Upon Permit Issuance
Fire Restoration Final Completion	6 Weeks
Fire Restoration Project Closeout	4 Weeks

6. The first paragraph of **Section VI: Project Fees** is hereby deleted in its entirety and replaced with the following:

Professional Fees (i.e. fees for those services listed below) under this MOU shall not exceed \$1,771,199, comprised of \$1,711,199 (\$1,251,199 EDA funded and \$460,000 OCII funded) for Base Improvements and \$60,000 (OCII funded) for Fire Restoration.

7. The fee schedule in **Section VI: Project Fees** is hereby deleted in its entirety and replaced with the following:

Description	Base Improvements	Fire Restoration	Total
EDA Funded			
Original Project Delivery	\$ 1,250,399		\$ 1,250,399
Original Construction	\$ 4,330,478		\$ 4,330,478
Original Total	\$ 5,580,877		\$ 5,580,877
OCII Funded			
Amended Project Delivery	\$ 460,000	\$ 60,000	\$ 520,000
Amended Construction		\$ 120,000	\$ 120,000
Amendment Total	\$ 460,000	\$ 180,000	\$ 640,000
Amended Total	\$ 6,040,877	\$ 180,000	\$ 6,220,877

8. **Section VII: Project Team** is hereby deleted in its entirety and replaced with the following:

A. Department of Public Works

1. Building Design and Construction (BDC) Staff

- a. Rafael Gutierrez, Architect
- b. John Paul Scott, Disability Access Coordinator

2. Infrastructure Design and Construction (IDC) Staff

- a. Dennis Oats, Construction Manager
- b. Brian Chau, Resident Engineer

B. Office of Community Investment and Infrastructure

- 1. Nikki Henry, Development Specialist

9. **Section XII: Financial Oversight and Audits, Subsection A.) Spending Authority** is hereby deleted in its entirety and replaced with the following:

Spending Authority. EDA-funded costs for this Second Amendment were included in the Fiscal Year 22/23 ROPS, in line 62, which was approved by the Successor Agency Oversight Board (“Oversight Board”) and the California Department of Finance (“DOF”). OCII is pursuing an amendment to the FY 22/23 ROPS, in line 76, to add authority in the amount of \$640,000 for all OCII-funded costs associated with this Second Amendment, which was approved by the Oversight Board and is subject to DOF approval. All OCII-funded work under this Second Amendment shall not proceed prior to DOF approval.

10. **Attachment A: Scope of Improvements** is hereby deleted in its entirety and replaced with Exhibit A to this Second Amendment: “Attachment A: Scope of Improvements.”
11. **Attachment B-1: Cost Summary Table** is hereby deleted in its entirety and replaced with Exhibit B to this Second Amendment: “Attachment B: Cost Summary Table.”
12. **Attachment C: Project Schedule** is hereby deleted in its entirety and replaced with Exhibit C to this Second Amendment, “Attachment C: Project Schedule.”
13. **Attachment D: Scope of Services** is hereby deleted in its entirety and replaced with Exhibit D to this Second Amendment, “Attachment D: Scope of Services.”

Prepared by:

Rafael Gutierrez **Date**

Project Manager
San Francisco Public Works

Recommended by:

Julie Laue **Date**
Bureau Manager, BDC-Architecture
San Francisco Public Works

Ronald Alameida **Date**
Deputy Director
San Francisco Public Works

Approvals:

Thor Kaslofsky Executive Director Office of Community Investment and Infrastructure	Date
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Attachment A: Scope of Improvements Second Amendment

Building 101 Second Phase MOU

Scope of Improvements

The Scope of Improvements includes the following. Items may be removed from the scope as needed to accommodate variations in bid prices.

Base Improvements

- a) Modify and expand existing first floor auditorium for use as shared art gallery.
- b) Provide accessibility upgrades in common areas.
- c) Replace one set of existing Men's and Women's restrooms on the first floor with a new all-gender restroom.
- d) Verify condition of sewer pipe serving renovated restrooms above and repair or replace as necessary.
- e) Install new accessible ramp at Building 101 main entry and replace courtyard paving.
- f) Install new exterior exit stairs at ends of building wings.
- g) Replace existing non-accessible sliding fire separation doors with accessible swinging fire separation doors.
- h) Install fire sprinkler riser and fire sprinkler system serving art gallery.
- i) All work shall meet all applicable health and safety and accessibility requirements.

Fire Restoration

- a) Restoration of Studio 2514 including electrical, charred framing replacement, drywall, trim work, paint, and clean up.
- b) Restoration of 2nd floor corridor including ceiling patches in 5 areas, paint, and clean up
- c) All work shall meet all applicable health and safety and accessibility requirements.

Attachment B-1: Project Cost Control & Budget (Second Amendment)

Building 101 Second Phase MOU

TOTAL MOU BUDGET	\$ 6,221,677
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BASE IMPROVEMENTS	\$ 6,041,677
CONSTRUCTION BUDGET - BID OUT (\$4,330,478 EDA funded)	\$ 4,330,478
Base Bid, Additive Alternates Scope, Change Orders	
PUBLIC WORKS FEES (\$1,251,199 EDA funded and \$460,000 OCII funded)	\$ 1,711,199
Design Fees and Project Coordination	
Construction Management	
Non-Design Fees	

Attachment C: Project Schedule (Second Amendment)

Office of Community Investment and Infrastructure

San Francisco Public Works

Start

Fri, 3/17/2017

TASK	PROGRESS	DURATION	START	END
Base Improvements				
Project Initiation	100%	54	3/17/17	5/10/17
Design	100%	985	5/10/17	1/20/20
Bid, Permit, Award	100%	147	5/19/20	10/13/20
Construction	98%	592	2/1/21	9/16/22
Closeout		91	9/16/22	12/16/22
Fire Restoration				
Scoping	100%	172	1/21/22	7/12/22
Permit, Job Order Contract Award		42	1/1/23	2/12/23
Construction		72	2/12/23	4/25/23
Project Closeout		28	4/25/23	5/23/23

Building 101 MOU Second Amendment Attachment D: Scope of Services

Base Improvement and Fire Restoration

Professional Services by San Francisco Public Works (SFPW)

SFPW Division	Scope of Work
BDC- Architecture	<u>Project Coordination</u> SFPW Project Manager will oversee and manage the various SFPW departments, and all consultants and contractors, to provide: • Schematic Design, Design Development and Construction Documents incorporating review and comment by OCII and all other applicable parties, including document drafting, review, solicitation and incorporation of comments, revision, QA/QC, and any required approvals • Incorporation of sustainable design guidelines in all designs • Review and approval of Schematic Design, Design Development and Construction Documents by SFPW Disability Access Coordinator • Division 0 and Division 1 (including Hazmat) specifications to accompany bid package (SFPW Contract Prep and SFPW SAR Group) • Issuance of all required building permits including DBI construction permit • Construction phasing and staging • Advertisement, bidding and award of construction contract, including all required coordination with OCII and other applicable City agencies, including pre-bid conference, administration of bid protest(s) and resolutions, SFPW Order to Award, processing of Contract, Agreement, Bonds, and Insurance Requirements • Issuance of Contract and Notice to Proceed • Construction management including pre-construction conference, attendance at job meetings, drafting and circulation of job meeting minutes, issuance of site visit observation reports, review and approval of shop drawings, material submittals, change order requests, Requests for Information, and progress payment requests • Documentation of items to be bid as base scope and additive alternates • Attendance at up to one (1) public meeting including materials preparation, presentation of relevant project parameters and details and incorporation of feedback • Project closeout including review and approval of contractor's notice of substantial completion; preparation, circulation and completion of corrective work punch list, preparation of final change orders as applicable, final architectural and engineering inspections, processing of Certificate for Payment and final payment, Access Coordinator sign-off, and financial closeout, and

	packaging and delivery of operations and maintenance manuals • Contractor-prepared As-Built construction drawings with as-built final locations of all mechanical equipment, utility lines, ducts and outlets, and any changes made in the field SFPW Project Manager will serve as the contact for the OCII Project Manager and will schedule and lead regular project oversight meetings for OCII Project Manager and present project progress, schedules, next steps, anticipated challenges and information needed from OCII. SFPW Project Architect will oversee and manage SFPW architectural staff to provide: • Architectural content of Schematic Design, Design Development and Construction Documents incorporating review and comment by OCII and all other applicable parties
IDC- Structural	Under the oversight of the SFPW Project Manager, the IDC-Structural team will: • Provide Structural Design services under the oversight of the SFPW Project Manager for exit stairs and associated foundations • Respond to bidders' questions and DBI plan check comments during bidding, award and DBI permit processes • Review project design documents, attend progress meetings as needed, and respond to contractor RFIs during construction • Provide final inspection of structural scope and other services during project closeout
IDC- Mechanical	Under the oversight of the SFPW Project Manager, the IDC-Mechanical team will: • Provide Mechanical Design & Investigation services, including investigation (E) of sewer line, investigation (E) of fire service capacity, calculation of fire service requirements, and adjustment of scope to incorporate fire service or partial sprinkler buildout • Provide Mechanical Design services for restroom and gallery components of the Scope of Improvements • Respond to bidders questions and DBI plan check comments during bidding, award and DBI permit processes • Review project design documents, attend progress meetings as needed, and respond to contractor RFIs during construction • Provide final inspection of mechanical scope and other services during project closeout

IDC- Electrical	Under the oversight of the SFPW Project Manager, the IDC-Electrical team will: • Provide Electrical Design services for restroom and gallery • Respond to bidders questions and DBI plan check comments during bidding, award and DBI permit processes • Review project design documents, attend progress meetings as needed, and respond to contractor RFIs during construction • Provide final inspection of electrical scope and other services during project closeout
BDC- Construction Management	Under the oversight of the SFPW Project Manager, the BDC-Construction Management team will: • Perform Constructability Review of 25% Construction Documents and 95% Construction Documents and provide input to design team • Lead the Pre-Construction Meeting • Issue Notice to Proceed and secure approval of DBI construction permit • Lead construction progress meetings • Inspect construction regularly and monitor construction progress • Work with applicable City agencies to document and confirm compliance with workforce and hiring requirements • Perform regular site visits at intervals consistent with the pace of construction, not to exceed one visit per week • Contract with necessary testing agency and coordinate with contractor for all code required special inspections of the work. • Review, process and respond to contractor RFIs and project submittals • Review, process and respond to Change Orders and Payment Requests • Provide final inspection, document review, and other services during project closeout
PCS- SAR	Under the oversight of the SFPW Project Manager, the PCS-SAR team will: • Oversee, manage, and deliver completion of project area assessment by as-needed consultant • Prepare bid specifications for work practices and abatement • Oversee abatement work during construction • Monitor construction progress and review change order

	requests • Perform clearance inspections • Provide final inspection, document review, and other services during Abatement Closeout
PCS- Contracts	Under the oversight of the SFPW Project Manager, the PCS-Contracts team will: • Prepare Division 0 & 1 specifications in compliance with Federal EDA and OCII requirements. • Advertise Project • Oversee and manage bidding process • Award contract and process all associated tasks • Process Progress Payments during construction • Provide services as needed during project closeout
PCS- Materials PW-BBR SFPUC	Under the oversight of the SFPW Project Manager, the following team members will access existing conditions: • Investigate condition of the existing restroom sewer line (PW-BBR or SFPUC depending on availability) • Investigate condition of Gallery wall/floor framing (PW-BBR and/or PCS- Materials) • Investigate condition of existing restrooms (PW-BBR and/or PCS- Materials) • Investigate condition of construction adjacent to stairs (PW-BBR and/or PCS- Materials) • Investigate existing construction adjacent to existing ramp and planned new ramp (PW-BBR and/or PCS- Materials)
SFFD	SFFD fees associated with fire flow tests
BDC-Architecture ARC Repro City Reproduction	• Reproduction costs for community meeting presentations • Bid documents reproduction • Advertisement costs
SFDBI	DBI Plan check and permit allowance

Definitions

SFDBI: San Francisco Department of Building Inspection

SFFD: San Francisco Fire Department

SFPW: San Francisco Public Works
BBR: Bureau of Building Repair
BDC: Building Design & Construction Division
IDC: Infrastructure Design & Construction Division
PCS: Project Controls and Services Division
SAR: Site Assessment and Remediation Division
SFPUC: Public Utilities Commission

Design Document Deliverables

Schematic Design Package:

Architectural

Overall Project Site Plan
Floor Plans, including enlarged plans of Gallery Space and Restrooms
Exterior Elevations at areas impacted by new exit stairs
Building Code Analysis
Outline of materials and finishes
SD Cost estimate
List of Specialty items
Outline specifications of specialty items

Structural

Exit stair framing with preliminary member sizes.

Mechanical/Plumbing

Sewer line condition assessment
Fire service capacity assessment

Electrical

Lighting design criteria for standard commercial occupancy use. Specialty gallery lighting excluded.

100% Design Development and 25% Construction Document Package (*In addition to Schematic Design Documents listed above*):

Cost Estimate

Cost Estimate of the 100% DD, 25% CD package

Specifications

Specification sections for non-typical products incorporated into project.

General

Cover sheet
Index
ADA compliance information draft

Architectural

Egress and ADA path of travel plan
Building plans
Enlarged Restroom floor plans
Enlarged partial elevations
Exterior exit stair plans and elevations

- Interior elevations
- Exterior elevations
- Non-standard project details

Structural:

- General requirements and notes
- Structural plans, sections and details for exit stairs

Mechanical/Ventilation/Plumbing (no new heating work)

- General notes
- Restroom floor plans with all components indicated
- Water, waste and vent riser diagrams
- Equipment schedule
- Coordinated drawings for restroom exhaust fan duct runs

Fire Protection (if underground utility work is not required)

- Partial fire protection scope that can be accomplished with available project budget.
- Design calculations

Electrical:

- General notes
- Master single line diagram
- Plans (lighting, power and data)
- Coordination with A and M for all equipment electrical loads in project

Construction Documents:

Cost Estimate:

- 95% CD Cost Estimate
- Based on cost estimate, any proposed revisions to fees for BDC-Construction Management and PCS-SAR

Specifications:

- Complete technical specification including front end documents

General:

- Cover sheet
- Index
- Sheet of symbols, abbreviations, etc.
- Regulatory forms and documents
- ADA compliance information and requirements

Architectural:

- Site Plan
- Egress and ADA path of travel plan
- Building plans
- Enlarged floor plans
- Reflected ceiling plans
- Building exterior elevations
- Enlarged partial elevations
- Interior elevations
- Stair plans, sections and elevations

Finish, door and frame and partition schedules

Exterior and interior details

Site (if required):

New and/or repair of underground utilities (sewer repair, new fire service)

Pipe Sizes and construction details

Structural:

General requirements and notes

Structural plans, sections and details for exit stairs

Structural calculations

Structural specifications

Mechanical/Ventilation/Plumbing (no new heating work):

General notes

Restroom floor plans with all components and required service access areas drawn to actual scale.

Indicate duct sizes and air flow quantities relative to each room including CFM in and out of all doors

Water, waste and vent riser diagrams

Equipment schedule

Duct run plans and details for restroom exhaust system

Typical plumbing details including structural support requirements

Miscellaneous details

Fire Protection (if underground utility work is not required):

Partial fire protection plans with header and riser layout with indication of required services access area

Fire protection service entrance details

Penetration details

Design calculations

Electrical:

CA T-24 lighting calculations

General notes

Master single line diagram

Panel schedules

Lighting schedule

Plans (lighting, power and data)

Electrical details