INFORMATIONAL MEMORANDUM

TO:        Commission on Community Investment and Infrastructure

FROM:     Tiffany Bohee, Executive Director

SUBJECT:  Update on Advertisement for a Construction Contract for the Stabilization of Building 813

EXECUTIVE SUMMARY

On July 16, 2013, an Informational Memorandum (attached) was transmitted to the Commission on Community Investment and Infrastructure describing the next stage of work in the development of Building 813 at the Hunters Point Shipyard. The next steps for this project are to complete stabilization work on the exterior of the building (the subject of this construction contract solicitation) and then determine the ultimate end-use and programming of the building. The schedule has been set back by two and a half months in order for the consultant team to complete the drawings, have a mandatory study completed, and then have the project reviewed by the federal Economic Development Administration ("EDA") grant administrator. These steps have been completed and now the Office of Community Investment and Infrastructure ("OCII") is soliciting bids for the stabilization project construction contract, in conformance with public contract code and OCII policies.

The proposed schedule for the Contract is as follows:

Advertisement:          October 2, 2013
Pre-Bid Conference:      October 23, 2013
Award Contract:          December 2013
Notice to Proceed:       January 2014
Completion:              September 2014

NEXT STEPS

Staff anticipates bringing the award of a contract for the Commission’s consideration in December 2013. The scope of work under this new contract is anticipated to take 8 months to complete. As this essential stabilization work is completed, staff will develop a recommendation for a process to determine the ultimate end-use of the building.

(Originated by Kevin Masuda, Senior Civil Engineer)

Tiffany Bohee
Executive Director

Attachment 1:  Informational Memorandum July 16, 2013
INFORMATIONAL MEMORANDUM

TO: Commission on Community Investment and Infrastructure

FROM: Tiffany Bohee, Executive Director

SUBJECT: Advertisement for a Construction Contract for the Stabilization of Building 813

EXECUTIVE SUMMARY

Building 813 is an existing vacant 260,000 square-foot building situated within the “Shipyard South Multi-Use” district at the Shipyard. The building is currently owned by the U.S. Department of the Navy, but is expected to transfer to the Office of Community Investment and Infrastructure (“OCI”), as Successor to the San Francisco Redevelopment Agency, in mid-2013. OCI has leveraged federal grant funds for predevelopment studies of Building 813 while stabilizing the building for future re-use.

Last year, OCI completed the first stage of building stabilization by clearing the building of asbestos containing materials, stabilizing the existing lead-based paint, and removing the leaking roof system. Now the building’s interior is a clean concrete shell and the exterior is free of unsightly ductwork and peeling paint. The next steps for this project are to complete stabilization work on the exterior of the building (the subject of this construction contract solicitation) and then determine the ultimate end-use and programming of the building. The scope of work on the exterior of Building 813 should be completed by Spring 2014, and staff anticipates presenting information to the Commission regarding potential programming in autumn of 2013.

DISCUSSION

Scope of Construction Contract (“Contract”) and Schedule

This next stage of work proposes to stabilize the exterior of the building and prevent deterioration until the development phase of work begins, anticipated within the next three years. Stabilization includes a new roof system, replacement of windows, and new exterior paint. The budget for this stage of work is $3.8 million, of which 90% is funded by a grant from the federal Economic Development Administration (“EDA”), with the remaining 10% from OCI funds to meet the EDA grant’s local matching funds requirement.

The Contract will be advertised in the San Francisco Examiner, the City’s “Bid and Contract Opportunities Newsletter,” OCI’s website, and local outreach newspapers. Complimentary copies of the stabilization plans and specifications will be sent to various plan rooms (centers that have bid documents available for contractors to review) to encourage the participation of small contractors, and an Invitation to Bid will be sent to OCI certified Small Business Enterprise (“SBE”) abatement contractors. In accordance with the OCI’s SBE and the federal EDA local labor policies, the selected firm will have to make positive efforts to utilize small business enterprises to the maximum extent feasible.

After the July 16, 2013 Commission hearing, the bid package will be issued unless the Commission objects to the issuance. Pursuant to State and Federal contracting law, the contract
received, staff will review and analyze the bids for completeness, and the award of the Contract will be calendared for the Commission’s consideration.

The proposed schedule for the Contract is as follows:

<table>
<thead>
<tr>
<th>Event</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Advertisement</td>
<td>July 17, 2013</td>
</tr>
<tr>
<td>Pre-Bid Conference</td>
<td>August 7, 2013</td>
</tr>
<tr>
<td>Open Bids</td>
<td>August 20, 2013</td>
</tr>
<tr>
<td>Award Contract</td>
<td>September 2013</td>
</tr>
<tr>
<td>Notice to Proceed</td>
<td>October 2013</td>
</tr>
<tr>
<td>Completion</td>
<td>April 2014</td>
</tr>
</tbody>
</table>

**NEXT STEPS**

Staff anticipates bringing the award of a contract for the Commission’s consideration in September 2013. The scope of work under this new contract is anticipated to take [6 months to complete. As this essential stabilization work is completed, staff will develop a recommendation for a process to determine the ultimate end-use of the building.

*(Originated by Kevin Masuda, Senior Civil Engineer)*

Attachment 1: Notice Inviting Bids
NOTICE INVITING BIDS

THE OFFICE OF COMMUNITY INVESTMENT AND INFRASTRUCTURE, acting as the Successor Agency for the Redevelopment Agency of the City and County of San Francisco ("OCI") hereby gives notice that it will accept bids for construction of the following public work:

BUILDING 813 STABILIZATION

CONTRACT NO. HPS 02-13

BID SUBMISSION: OCI will receive sealed Bids at OCI’s Reception Area, located at One South Van Ness Avenue, Fifth Floor, San Francisco, California 94103, until 2 p.m., (local time), as determined by the clock on the wall of OCI’s Reception Area, on FRIDAY August 20, 2013. Bids will be opened promptly thereafter in the presence of at least one witness at the OCI’s Reception Area. The opening will be in accordance with procedures set forth in Document 00250, Bid Contents, Evaluation, Selection and Award.

DESCRIPTION OF THE WORK: The Work consists of Building 813 stabilization located at 520 Spear Street in the City of San Francisco. The Work includes, but is not limited to installation of a built-up roof system, replacement of windows and doors, exterior painting, new electrical distribution and devices, new storefronts, and exterior painting. Bid Documents contain the full description of the Work. The estimate for this Work is $3.8M.

REQUIRED CONTRACTOR’S LICENSE: A California “B” or appropriate contractor’s license is required to be awarded this contract. Joint ventures must secure a joint venture license prior to award of this Contract.

INSTRUCTIONS: Bidders shall refer to Document 00200 Instructions to Bidders and Document 00250 Bid Contents, Evaluation, Selection and Award for required documents and items to be submitted in sealed envelopes for deposit into the Bid Box, located at the OCI’s Reception Area, and applicable time for submission.

SUBSTITUTION OF SECURITIES: OCI will permit successful Bidder to substitute securities for retention monies withheld to ensure performance of Contract, as set forth in Document 00680 Escrow Agreement for Security Deposits in Lieu of Retention, in accordance with California Public Contract Code, Section 22300. By this reference, Document 00680 Escrow Agreement for Security Deposits in Lieu of Retention is incorporated in full in this Document 00100 Invitation To Bid.

PRE-BID CONFERENCE AND SITE VISIT: OCI will conduct a Pre-Bid Conference and Site Visit at 10:00 A.M., WEDNESDAY, AUGUST 7, 2013 at BUILDING 101, LOCATED IN HUNTERS POINT SHIPYARD, located at the intersection of ROBINSON STREET AND HORNE AVENUE, San Francisco, CA 94124. Bidders are strongly encouraged to attend the Pre-Bid Conferences and Site Visit as a condition to bidding. The Pre-Bid Conference and Site Visit will last approximately 1 hour.

BID DOCUMENTS: Bidders may examine Bid Documents at the OCI’s Reception Area or download the documents from http://www.sfredevelopment.org/index.aspx?page=127. OCI will not be distributing hard copies of the Bid Documents. BIDDERS ARE STRONGLY ENCOURAGED TO REGISTER AS A PLAN HOLDER BY FILLING OUT THE REGISTRATION FOR BID DOCUMENT FORM. ONLY PLAN HOLDERS WILL RECEIVE UPDATES REGARDING THE BID AND WILL RECEIVE ANY ADDENDA.

PREPARATION COST: Bidders are solely responsible for the cost of preparing their Bids.

RESERVATION OF RIGHTS: OCI specifically reserves the right, in its sole discretion, to reject any or all Bids, or re-bid, or to waive inconsequential deviations from bid requirements not involving time, price or quality of the work.

INQUIRIES: Bidders may obtain further information from KEVIN MASUDA at (415) 749-2508 or kevin.masuda@sfgov.org.

Date: ___________________________ OCI, San Francisco, California.

KEVIN MASUDA
OCI