



London N. Breed, Mayor
Philip A. Ginsburg, General Manager

Date: February 6, 2019

To: Recreation and Park Commission
Capital Committee

Through: Philip A. Ginsburg, General Manager
Toks Ajike, Director of Capital and Planning Division

From: Jackie Ho, Project Manager

Subject: Portsmouth Square – Award of Remaining Phases for Design Services

Agenda Wording

Discussion and possible action to award design services contract to SWA/MEI Joint Venture for the remaining design phases of the Portsmouth Square Renovation Project in an amount not to exceed \$5,849,396.

Strategic Plan

The Recreation and Park Department's review and recommendation of the design services contract to SWA/MEI Joint Venture supports the following objectives in the Strategic plan:

Strategy 1: Inspire Public Space: Keep today's parks safe, clean, and fun; promote our parks' historic and cultural heritage; and build the great parks of tomorrow.

Objective: 1.2.: Strengthen the quality of existing parks and facilities.

Strategy 2: Inspire Play: Promote active living, well-being and community for San Francisco's diverse and growing population.

Objective 2.2 Strengthen and promote the safety, health and well-being of San Francisco's youth and seniors.

Project Description and Scope of Services

The San Francisco Recreation and Park Department, in partnership with the San Francisco Planning Department, is undertaking a renovation of Portsmouth Square and the surrounding area. Portsmouth Square is located in the Chinatown neighborhood at 745 Kearny Street, between Clay Street and Washington Street, and is one of San Francisco's most significant historic, cultural, and civic spaces. Originally a civic plaza for the Yerba Buena settlement, the square was renamed after the USS Portsmouth in 1846. Portsmouth Square has served as a backdrop to some of the most



important moments in city and state history: the site of the first City Hall and California's first public school; the rise and fall of the Gold Rush; a staging ground and place of refuge after the 1906 earthquake; and countless festivals, parades, and other affirmations of civic pride. The terraced site includes several hardscape plazas, two children's play areas, a clubhouse, underground parking structure, various historical markers, a new restroom building, and a pedestrian bridge extending over Kearny Street.

The project consists of the renovation of all existing park features including plazas, children's play areas, buildings, pedestrian bridge, landscaping, adjacent streetscape and associated site work. The parking garage is not included in the scope of work.

Project Background and Current Status

A Request for Proposal (RFP) was issued in October 2015 that covered multiple phases of design services, from community outreach through construction closeout. Three proposals were received. The selection process, overseen by the Contract Monitoring Division, was completed in early 2016 with SWA/MEI Joint Venture having the highest total score.

In March 2016, Commission awarded a contract to SWA/MEI Joint Venture for the first phase of design services for the Portsmouth Square Renovation Project – community outreach and conceptual design services – in the amount of \$296,725. At that time, staff informed Commission that we would return to request the award of subsequent phases of the contract once the project scope was clarified and funding was available. The community engagement has shaped and ultimately determined the extent of the final program and scope.

During the outreach and conceptual design phase, the consultant team was responsible for leading a comprehensive community and stakeholder outreach process that included five community workshops, numerous stakeholder interviews, surveys and meetings. The community workshops saw Rec and Park's highest community attendance to date and a corresponding high level of engagement and survey responses. The conceptual design that has resulted from this community process is reflective of the cultural significance of the neighborhood and addresses programmatic challenges unique to Chinatown. The Department is evaluating this conceptual design and will present it to the Commission for approval following environmental review.

Below are the project phases and their status:

Phase	Status
Community Outreach and Conceptual Design	nearing completion
Site Investigation and Structural Analysis	not yet awarded
Schematic Design	not yet awarded
Design Development	not yet awarded
Construction Documentation	not yet awarded
Bidding & Award	not yet awarded
Construction Administration	not yet awarded
Close Out	not yet awarded

With the award of the remaining phases of design services the consultant team will be able to move forward with the project. The next phase of work – Site Investigation and Structural Analysis – can begin in parallel with completing regulatory approvals.

Funding is currently only available for design services through the schematic design phase, and therefore the initial Notice To Proceed (NTP) and corresponding Purchase Order (PO) will only include the next phase of design services – Site Investigation and Structural Analysis. As funding becomes available, NTP will be issued to the consultant team by phase, to continue through design development, construction documentation, and so on.

Sources and Uses:

Sources in hand

Transit Center Impact Fees: \$1,865,000

Uses

Design Services amounts by phase:

1. Community Outreach and Conceptual Design	\$296,725	(awarded March 2016)
2. Site Investigation and Structural Analysis	\$331,866	(NTP in March 2019)
3. Schematic Design	\$810,463	(NTP after Concept Approval)
4. Design Development	\$1,306,896	(NTP at completion of SD Phase)
5. Construction Documentation	\$2,242,177	(NTP at completion of DD Phase)
6. Bidding & Award	\$353,864	(NTP at completion of CD Phase)
7. Construction Administration & Close Out	\$804,130	(NTP at completion of Bid Phase)
<hr/> Subtotal Design Services	<hr/> \$6,146,121	

Authority to award: \$5,849,396

Phase 2 to be executed (NTP) in March 2019, with subsequent phases to be executed in sequence as funds become available.

Anticipated Project Schedule:

<u>Phase</u>	<u>Target Dates</u>
Complete Conceptual Design Approvals	April 2019 – August 2019
Begin Site Investigation Phase	March 2019
Begin Design Phases (SD, DD & CD)	Fall 2019 (following approvals)
Begin Bidding	Spring 2021
Begin Construction	2021

Staff Recommendation

Staff recommends that the Commission award design services contract to SWA/MEI Joint Venture for the remaining design phases of the Portsmouth Square Renovation Project in an amount not to exceed \$5,849,396.

Supported By

- San Francisco Planning Department
- Community Meeting Attendees
- Chinatown Community Development Center (CCDC)
- Committee for Better Parks & Rec in Chinatown (CBPRC)
- Self-Help for the Elderly
- Community Youth Center (CYC)

Opposed By

None Known

Attachments

- Staff Report to Commission for Award of Contract for Community Outreach and Conceptual Design Services, March 2016