



MEMORANDUM

December 10, 2021

TO: MEMBERS, PORT COMMISSION
Hon. Kimberly Brandon, President
Hon. Willie Adams, Vice President
Hon. John Burton
Hon. Gail Gilman
Hon. Doreen Woo Ho

FROM: Elaine Forbes
Executive Director 

SUBJECT: Request approval to issue a Request for Proposals for As-Needed Technical Services for Pier 70 and Mission Rock Development Projects

DIRECTOR'S RECOMMENDATION: Approve the Attached Resolution 21-51

EXECUTIVE SUMMARY

Port staff is seeking the Port Commission's authorization to advertise a Request for Proposals ("RFP") to solicit technical support services for the Pier 70 and Mission Rock development projects. The selected consultant will provide services that include review and implementation of various maps, infrastructure system design, and facilitation and coordination of various approval processes. The proposed solicitation will be to assist Port staff with efficiently fulfilling its obligations to process submittals for the projects.

The selected consultant will work with the Port to facilitate the development process; review submissions with respect to the Port's proprietary role and authority for permitting; advise the Port on infrastructure issues; and provide constructive feedback, recommendations, troubleshoot, and resolve design and construction plan review issues. The City's Contract Monitoring Division ("CMD") has assigned a 20% Local Business Enterprise ("LBE") subcontracting goal for the services procured under this proposed RFP.

After the evaluation and scoring of qualified consultants, Port staff will recommend award of a professional service contract to the highest-ranked consultant. Staff anticipate the proposed contract will have an initial contract term of four years with the option to renew

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for one additional year, at the Port's sole option and subject to funding availability. The anticipated not-to-exceed value of the contract is \$3,000,000.

STRATEGIC OBJECTIVE

This contract opportunity will support the goals of the Port's Strategic Plan as follows:

Evolution and Productivity:

By transforming the waterfront to create vibrant new neighborhoods for residents, retail, commercial and employees.

Equity:

By increasing the proportion of funds spent by the Port with local businesses competing for Port contracts by engaging teams that support the diversity of the City.

Resiliency:

By improving the Port's resiliency to earthquake and the impacts of climate change, including sea level rise.

BACKGROUND

Pier 70 Projects: The Port Commission has approved transaction documents for the development of Pier 70 into a vibrant, mixed-use area, while preserving historic structures, delivering nine acres of parks and open space, more than 1,000 units of new housing, and up to 1,000,000 square feet of office space.

Mission Rock Development Project: The Port Commission has approved transaction documents for the development project at Seawall Lot 337, which includes construction of up to 1,600 units of new rental housing and 1.4 million square feet of new commercial and office space, retail, and neighborhood services, waterfront parks, and public infrastructure.

Each of these development projects necessitates various pre-development submittals according to the applicable transaction documents. These submittals must be consistent with the overarching entitlement documents, including but not limited to the following:

- Project's respective Special Use District zoning controls
- Final Environmental Impact Reports
- Design for Development and Design Control documents
- Projects' respective Infrastructure Plans and associated supplements
- Subdivision Code and Regulations
- Projects' respective Streetscape Master Plans, and
- Master Utility Plans.

The purpose of the proposed RFP is to solicit and procure multi-disciplinary engineering and design review services and assistance in implementation of the pre-development submittals for the master plan developments at Pier 70 and Mission Rock. The Port awarded a similar contract for this scope of work in 2018 and that contract will expire in 2022.

PROJECT SCOPE

This project is organized into seven major areas.

1: Conceptual Planning – familiarity with entitlement documents, planning of infrastructure systems, and engineering input on temporary utilities.

2: Existing Street and Utility Systems – review of existing and City-owned utility system relocations and managing tenant utility and access needs in the development.

3: Mapping – advice in easements, encroachments, title issues, and other mapping concerns.

4: Land Transfers – advise from technical perspective regarding land transfer issues and review of surveys.

5: Coordinate Review process – coordinate document transmittal and monitor progress of City agency reviews and comments through project approval.

6: Infrastructure Submission Review – support Port staff in technical review of development project submittals, review cost estimates, and synthesize comments from other City departments.

7: Construction – facilitate review of construction cost documents.

SELECTION PROCESS

The Port proposes to select a contractor for this opportunity through a competitive process which will be facilitated and monitored by CMD. Port staff and a CMD representative will convene a diverse panel with subject matter expertise in the required fields. Port staff expects the evaluation process to take the following steps to review and rank responses to the RFP.

Written Proposal Evaluation, Ranking, and Short-List

After Port and CMD staff review proposals for responsiveness, the panel will score each written proposal based upon criteria included in the RFP. Expected evaluation criteria include an understanding of project objectives, experience of the firm and project staff, and management approach. Scores will be tabulated and ranked to determine short-listed firms. Firms must receive 70 of 100 points to advance to the oral interviews.

Oral Interviews

The panel will conduct interviews only with the short-listed firms, which will last approximately 30 minutes and include a firm presentation and responses to a list of standard questions. The evaluation panel members will individually score each firm and a total score from the interview will be tabulated. The evaluation panel members will have relevant experience in construction, engineering, project management, or another relevant

discipline. Final ranking of the short-listed candidates will be based on the cumulative total of written proposal and oral interview scores.

Contract Negotiation and Award

After the final ranking of firms, Port staff will seek Port Commission authorization to negotiate and enter into an agreement with the highest-ranking firm based on the Port's scope of work and an acceptable budget. The form of the agreement will be included in the RFP. If staff cannot complete negotiations with the highest-ranking firm, Port staff may elect to negotiate with the next highest-ranked firm in descending order.

LOCAL BUSINESS ENTERPRISE

It is the goal of the Port to maximize participation of Local Business Enterprises in its contracting opportunities. Potential roles for LBEs in this contract include civil engineering, structural engineering, construction management, and surveying services.

The City's Administrative Code Chapter 14B – the Local Business Enterprise and Non-Discrimination in Contracting Ordinance – establishes discounts for LBE prime consultants and empowers CMD to set a project specific goal for LBE subcontractor participation.

For this proposed technical services contract, the ordinance establishes rating discounts for LBE prime consultants and joint ventures as follows:

- Five percent (5%) to a Joint Venture with LBE prime contractor participation that equals or exceeds thirty-five percent (35%) but is under forty percent (40%);
- Seven and one half percent (7.5%) to a Joint Venture with LBE prime contractor participation that equals or exceeds forty percent (40%); and
- Ten percent (10%) to an LBE prime contractor or a Joint Venture among LBE prime contractors.

CMD set the LBE subcontracting participation goal for this proposed contract at 20%. The selected prime contractor will be obligated to subcontract a minimum of 20% of the total contract value to certified LBE firms.

OUTREACH EFFORTS

Subject to Port Commission authorization, Port staff will advertise the RFP opportunity on the Port and the City-wide Supplier Portal. Staff will directly contact LBE firms certified to provide civil engineering, structural engineering, construction management and surveying services. The Port will also send copies of the RFP to interested parties identified through industry market research and including regional chambers of commerce and other trade organizations developed under the Port's Racial Equity Action Plan Action Item 8.1.1.¹

¹ Racial Equity Action Plan Item 8.1.1. is to advertise all contracting events to racially diverse businesses, LBE, DBE, and non-certified minority owned businesses.

The Port will host a pre-submittal conference to review the RFP and answer respondent questions.

SCHEDULE

<u>Activity</u>	<u>Target Date</u>
Port Commission Authorization to Advertise	December 14, 2021
Commence RFP Advertisement	January 4, 2022
Questions about RFP Due	January 12, 2022
Submission Due Date	February 8, 2022
Port Commission Authorization to Award Contracts	April 2022
New Contract Commences	June 2021

FUNDING

The operating budgets of the Mission Rock and Pier 70 projects will fund these services. The Port will invoice and subsequently be reimbursed by the Mission Rock and Pier 70 Developers for any consultant services procured under this contract.

SUMMARY

Port staff recommends that the Port Commission approve the attached resolution authorizing staff to advertise a Request for Proposals to solicit technical support services for the Pier 70 and Mission Rock Special Use Districts as described above.

Prepared by: Stephanie Tang, Contracts and Procurement Manager,
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For: Katharine Petrucione, Deputy Director
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Rod Iwashita, Chief Harbor Engineer
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**PORT COMMISSION
CITY AND COUNTY OF SAN FRANCISCO**

RESOLUTION NO. 21-51

WHEREAS, The Port has approved transaction documents for the development of Pier 70 into a vibrant, mixed-use area, while preserving historic structures, delivering nine acres of parks and open space, over 1,000 units of new housing, and up to 1,000,000 square feet of office space; and

WHEREAS, The Port Commission approved the development of the Mission Rock Project at Seawall Lot 337, which includes construction of up to 1,600 units of new rental housing and 1.4 million square feet of new commercial and office space, retail, and neighborhood services, waterfront parks, public infrastructure; and

WHEREAS, To complete the Pier 70 and Mission Rock projects, Port staff requires technical support services which are currently beyond the capabilities of the Port and City staff; and

WHEREAS, The Port Commission has allocated funds in the operating budget to pay for these proposed consulting services, which are estimated to cost \$600,000 annually for a duration of four to five years; and

WHEREAS, Port Commission previously approved resolution 18-50 for technical support services for the Pier 70 and Mission Rock Projects, and that contract expires in 2022; and

WHEREAS, Port staff need continued technical services and have drafted a Request for Proposals to solicit technical support services for Pier 70 and Mission Rock projects; and

WHEREAS, Port staff will incorporate a 20% subcontracting goal for participation of Local Business Enterprises in the proposed Request for Proposals as recommended by the City's Contract Monitoring Division; now, therefore be it

RESOLVED, that the San Francisco Port Commission hereby authorizes Port staff to advertise a Request for Proposals to solicit as-needed technical support services for the Pier 70 and Mission Rock projects and to initiate a competitive selection process that will result in a staff recommendation for contract award at a future Port Commission meeting.

I hereby certify that the foregoing resolution was adopted by the Port Commission at its meeting of December 14, 2021.

Secretary