

INFORMATIONAL MEMORANDUM**TO:** Agency Commissioners**FROM:** Fred Blackwell, Executive Director**SUBJECT:** Authorizing the release of a Request for Qualifications for the procurement of an approximately 7,500 square foot, Pre-Fabricated/Modular Building, to be manufactured, delivered and installed on the Hunters Point Shipyard, to serve as a multi-purpose community, public meeting, event, and or recreation space**EXECUTIVE SUMMARY**

On December 16, 2009, Agency staff plans to issue a Request for Qualifications (“RFQ”) to solicit responses from qualified firms to facilitate the design, manufacture and installation of an approximately 7,500 square foot, pre-fabricated, modular type building on the Hunters Point Shipyard (“Shipyard”). This building will serve as a multiple purpose facility demonstration project (“Community Facilities Demonstration Project” or “Demonstration Project”) for a range of uses including a community-based public meeting and event space, as well as arts and arts education, job training, and/or recreation. Thus, the site improvements need to be designed with maximum flexibility to accommodate a range of uses that will change over time.

The Demonstration Project will be funded by a grant from the United States Department of Commerce’s, Economic Development Administration (“EDA”) to support the planning for the Demonstration Project, as well as to construct the actual building.

BACKGROUND

As part of the first phase of development at the Shipyard, the Agency’s development partner, HPS Development Co. LP., also known as Lennar, was required to provide 1.2 acres of land for community use (“Community Facilities Parcels”). As a guiding principle, the Community Facilities are to be used to enhance the overall quality of life of the residents in the Bayview Hunters Point area (“BVHP”) and support the creation of a vibrant Shipyard community.

As such, the Agency has been working with the Hunters Point Citizens Advisory Committee (“CAC”) to define a development program for the Community Facilities Parcel that would best match the needs of the existing and future residents in the BVHP community. To that end, in May 2009, the Agency engaged an urban design and planning team lead by WRT/Solomon E.T.C. to work with the CAC and the broader BVHP community to identify a development program and design for the site. Through this process, it became clear that the needs for this

land, and the sources to fund its construction upon it, would evolve with the build-out of the Shipyard and that while planning for the parcel should be continued, the planning process would also benefit from the opportunity to observe the range of users for community facilities at the Shipyard.

Use of the Demonstration Project space will enable Agency staff and the CAC to continue the planning process for the Community Facilities Parcels in the context of the evolving Shipyard development, while providing immediate benefits to the BVHP community. A small unprogrammed 30,215 square foot lot immediately adjacent to the Community Facility Parcel on the Shipyard will be used (see Attachment B, Demonstration Project Site Building Map).

The Community Facilities Parcel is one near-term component of a broader multi-year vision for the adjacent Shipyard Arts and Technology district. The Demonstration Project will seed the identity and early economic activity for the ultimate vision of the Shipyard Arts and Technology District, which calls for 2.5 million square feet of commercial research and development space for emerging technologies such as clean technologies and life sciences. The Demonstration Project will also allow the Agency and the City to position other assets, such as Building 813 and the 1.2 acre Community Facilities Parcel, in a way that best responds to the emerging needs of this new mixed-use community.

DISCUSSION

On December 16, 2009, Agency staff plans to issue a RFQ to solicit responses from qualified firms to facilitate the design, manufacture and installation of an approximately 7,500 square foot, pre-fabricated, modular type building on the Shipyard. This building will serve multiple purposes and a range of uses over the time of the Shipyard's development. Those uses may include, but will not be limited to, community and event space, arts and job training programs, as well as recreational uses. Thus, flexibility and scalability will be a guiding design objective.

The Demonstration Project will serve as an early free-standing component of the Shipyard development providing a tangible physical improvement along with economic and community benefits. Through the installation of this building, the Agency will begin the process of creating usable and sustainable public spaces on the Shipyard, and produce an attractive, comfortable, and convenient environment for the BVHP community.

The Agency expects the facility to be designed to the highest green building standards. The building should represent an intense commitment to sustainable building and design, which may include natural ventilation, natural lighting sources, net-positive energy usage, potable water and storm water strategies, and high energy performance. The building needs to reflect the Agency's commitment to and understanding of the overall Shipyard development, providing the highest quality design and construction. Further, the building needs to demonstrate maximum flexibility in both usage and potential for growth and re-programming.

Procurement Process

The Demonstration Project will be funded with a \$2.35 million grant from the EDA, which must be spent no later than August 15, 2010. The selection of a qualified firm to complete this work will occur in a two-step process:

1. Applicants will be asked to submit their qualifications as described in the RFQ (Attachment A). A pool of qualified consultants will be selected based on demonstrated successful experience on relevant and comparable design, fabrication and installation of pre-fabricated commercial construction, design capabilities, familiarity with regulatory constraints and processes and ability to work collaboratively with diverse groups and ability to comply with Agency and EDA policies.
2. The selected pool of qualified firms will be invited to submit a sealed-bid "Fee Proposal" for the design, fabrication, installation and construction management for the building. In accordance with the EDA and Agency procurement requirements, the contract will be awarded to the lowest responsible bidder. A Notice of Award will be issued following the completion of all required Agency processes and receipt of all Agency staff approvals. The firm's selection and the contract will be subject to approval by the Agency Commission.

The successful firm must comply with federal EDA procurement guidelines which encourage the use of small businesses, minority-owned firms, and women business enterprises ("SBE/MBE/WBE") to the fullest extent practicable. The Agency will coordinate with the successful firm to fulfill this EDA objective by working with job training programs such as City Build.

The successful firm will also be obligated to the Agency's Equal Opportunity Program (e.g., Nondiscrimination in Contracts and Benefits Policy, Minimum Compensation Policy, Health Care Accountability Policy). While EDA procurement requirements do not allow the firm's selection to be on the basis of SBE/MBE/WBE status alone, evaluation will include the firm's SBE/MBE/WBE status as a consideration.

Contract Award

1. Based on the RFQ responses, the Agency will select a pool of qualified firms with which to enter into a Contract to design, manufacture, and install the pre-fabricated modular type building. The pre-qualified pool will be selected based on demonstrated successful experience on relevant and comparable projects, design capabilities, familiarity with EDA, Agency, and San Francisco City and County regulatory constraints and processes and ability to work collaboratively with diverse groups.
2. The Agency expects the pool of qualified firms to provide a building design which demonstrates the following criteria:

- The building should demonstrate an interior functional flexibility in both usage and potential for growth and re-programming;
- Commitment to the highest green building standards: The facility should represent an intense commitment to sustainable building and design, which may include natural ventilation, natural lighting sources, net-positive energy usage, potable water and storm water strategies, and high energy performance;
- The building shall meet the minimum requirements of either the U.S. Green Building Council's Leadership in Energy and Environmental Design ("LEED®") Green Building Rating System™ Silver Certification or shall be capable of achieving a LEED® Platinum Certification equivalent standard as measured through a pro-rata allocation of LEED® credits for the building and its systems;
- The building shall meet the minimum requirements of the 2010 California Green Building Standards;
- Although the Agency is seeking an approximately 7,500 gross square foot building, the building shall contain a net usable area of no less than 5,000 square feet. An additional minimum of 64 net square feet shall be set aside to accommodate an accessible restroom, storage and/or similarly functional support space without disrupting the general area layout; and
- The building shall be readily capable of accommodating one or more of the following sustainable enhancements: photovoltaic cells, green (living) roofing system, displacement ventilation, radiant heating/cooling, sun shading devices or other proven energy efficient systems

Schedule

In order to meet EDA's schedule requirements, the Agency will engage the Shipyard stakeholders and the BVHP community in a review of conceptual designs immediately and complete all plans and specifications within a one month period of a selection by the Agency Commission. Agency staff anticipates the following schedule for project completion:

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| • Release of RFQ | December 16, 2009 |
| • RFQ Responses Due | January 6, 2010 |
| • Request for Fee Proposals | Week of January 11, 2010 |
| • Fee Proposals due | January 25, 2010 |
| • Agency Award and Execution of Contract | February 16, 2010 |
| • Schematic Drawings to Commission | March 16, 2010 |
| • Production/Construction Begins | April 1, 2010 |
| • Substantial Completion | August 15, 2010 |

EDA Conditions

The Demonstration Project building will be funded from a \$2.35 million grant from the EDA. The goal of EDA grants is to generate jobs, help retain existing jobs, and stimulate industrial and commercial growth in economically distressed areas of the United States. The Demonstration Project is a critical component in the Agency's strategy to restore the Shipyard's role in supporting the economic vitality of the BVHP community.

To secure EDA's investment in these improvements, the grant agreement requires a first priority lien on the land underneath improvements funded by the EDA. The lien ensures that the Agency will not sell or use the building for purposes other than those agreed to in the grant agreement. Since this land will not be sold or transferred for market rate development, staff has determined that the lien will not unduly encumber the land so as to inhibit its expected use as a multi-use community-based facility.

Other conditions of the EDA grant and approval of the Contract include, but are not limited to the timely completion of the construction improvements, the Contractor obtaining payment and performance bonds for the Construction Contract, and obtaining proper liability insurance, among other things.

CALIFORNIA ENVIRONMENTAL QUALITY ACT

The issuance of a Request for Qualifications and a subsequent Contract will facilitate the design, manufacture and installation of a pre-fabricated, modular type building not exceeding 10,000 square feet in floor area on the Hunters Point Shipyard. These activities are categorically exempt from the California Environmental Quality Act ("CEQA") pursuant to CEQA Guidelines Section 15303. The activities would not directly cause any change in the physical environment. Placing a lien on the land under the Demonstration Project building and filing related documents are Agency administrative activities that would not have any direct physical effects on the environment and are not "Projects" as defined in CEQA Guidelines Section 15378(b)(5).

*(Originated by Thor Kaslofsky, Project Manager)
Hunters Point Shipyard*

Fred Blackwell
Executive Director

[Attachment A: Draft Request for Qualifications: Community Facilities Demonstration Project](#)

Attachment B: Demonstration Project Building Site Map (see below)

Attachment B

Hunters Point Shipyard: Demonstration Project Building Site Map

The approximate location and dimensions of the site is shown circled below:

