

**Hunters Point Shipyard Phase 1  
Public Facilities  
Property Management Contract**

**HPS CAC Presentation**

**March 28, 2022**



# Overview

- Overview of HPS1 Public Facilities
- Community Facilities District No. 8 (CFD No.8)
- Request for Proposals and Selection Process
- Scope of Services
- Proposed Budgets
  - FY 2021-22 Four-Month Budget
  - FY 2022-23 Twelve-Month Budget
- Bayview Hunters Point Citizens Advisory Committee
- Equal Opportunity Programs Compliance
- Staff Recommendation
- Next Steps/Team introduction
- Questions

# Public Facilities

- Hillpoint Park
- Hilltop Open Space
- Innes Court Park
- Galvez Overlook/  
Coleman Promenade
- Site Office Building
- Pocket Parks (8)
- Public Artworks
- Streetscapes
- Supporting  
Infrastructure  
(subdrains/slope  
drainage, irrigation,  
retaining walls)



# Location of HPS1 Public Facilities





# Community Facilities District No. 8 (CFD No. 8)

- Mello-Roos Act (1982) allows local governments to create special taxes (CFDs funds) to fund infrastructure, operation and maintenance of public facilities and ongoing services within a district.
- CFD No. 8 (formed in 2008) is one of two Mello-Roos special tax districts in Hunters Point Phase 1.
- Funds OCII's obligation for operation and maintenance for HPS1 Public Facilities
- Controlled by Rate and Method of Apportionment (RMA)
- Applies to all the Assessor Parcels withing the boundaries of CFD No. 8 which are not exempt from the Special Tax pursuant to law or are not Public Property (except taxable Public Property).

# Request for Proposal (RFP) for HPS1 Public Facilities

- **RFP Goals**

- Maintain parks, Site Office Building, open space and artworks in excellent condition for public use
- Maximize contracting and employment opportunities for Bayview residents and businesses
- Services to be reimbursed at cost, with a fixed management fee
- 6/02/2021 — Released
- 7/02/2021 — Deadline
- 7/16/2021 — Deadline extension

# RFP Submittals and Selection Process

- **Three Firms Shortlisted and Interviewed**
  - M.J.F. & Associates Consulting (MJF)
  - Parklab Open Space Management (POSM)
  - Your All Day Everyday Janitorial Service (YADEJS)
- **Evaluation and Selection Panel Committee**
  - Two CAC members (Neola Gans and Servio Gomez)
  - Developer Representative (Michael Hochstoeger)
  - OCII Staff (Lila Hussain)
- **Selection and Negotiations**
  - The Committee selected MJF, OCII began negotiations with MF
  - MJF terminated contract negotiations
  - Parklab Open Space Management (POSM) was selected and OCII negotiated a Contract with them.
- **CAC**
  - 2/14/22 CAC Presentation moved to B&E Subcommittee
  - 3/10/22 CAC B&E Subcommittee Approval

# Property Management Contract Scope of Work

- Landscape, Streetscape and Parks/  
Open Space Maintenance
- Facilities Management
- Janitorial Services and Building Maintenance
- Capital Facilities Maintenance and Repair





# Services: Facilities Management

- Oversee operations
- Inspect facilities
- Manage and coordinate team and subcontractors
- Prepare and manage budgets and submit reports
- Respond to service request
- Manage reservations
- Public liaison

# Services

- Maintain lawns, trees, paving, plantings, irrigation, furnishings, playground, signage, public artwork
- Maintain slope drainage, retaining walls, subdrains infrastructure and stormwater management
- Dispose of trash, rubbish, green waste and recycling materials
- Provide janitorial services at the Site Office Building including the Community Room, common areas and restrooms
- Oversee any capital repairs



# Proposed Operating Budgets

Cost	FY 21-22 (4 months)	FY 22-23	Summary
Operating Costs	\$75,089	\$524,005	Operating costs for landscaping, streetscapes, janitorial, personnel and administrative costs.
	\$42,551	\$253,250	Other estimated reimbursable costs such as utilities and insurance
Capital Costs	\$36,000	\$385,000	Capital repairs, replacement and capital equipment purchases and professional services, if needed.
<b>Total</b>	<b>\$153,640</b>	<b>\$1,162,255</b>	

# Parklab Open Space Management (POSM) Team

- **Management**
  - Parklab Open Space Management (POSM)
    - Small Business Enterprise located in San Francisco
- **Landscaping Subcontractor**
  - Robert W. Poyas (RWP) Landscaping
    - Minority-owned Small Business Enterprise located in San Francisco
- **Janitorial Subcontractor**
  - Aim to Please Janitorial Service
    - Minority-owned Small Business Enterprise located in Bayview Hunters Point



# Parklab Open Space Management

## **Cathy Hickey, Principal**

- 18 years experience with public parks and open space management
- Liaison to local residents, property owners, and community groups
- Management of in-house staff and 14 subcontractors
- POSM will outreach to the BVHP community to hire a project manager

## **Robert W. Poyas (RWP) Landscaping**

- 30+ years park landscaping and water conservation experience
- Monthly staff trainings on industry innovations and staff safety
- Pest management program emphasizes natural forms of prevention

## **Aim to Please Janitorial Service**

- 24+ years providing janitorial services to government and other Northern California client.
- Green cleaning services/City's Zero Waste pledge

# Equal Opportunity Programs Compliance

- POSM will perform this contract with 100% SBE participation, exceeding the OCII SBE goal of 50%
- POSM and its subcontractors will comply with all of the OCII's purchasing and contracting policies, including:
  - Non-discrimination in benefits
  - Minimum compensation
  - Healthcare accountability
  - Prevailing wages



# Next Steps

- OCII Commission

# PUBLIC COMMENT SECTION

## ***For members of the public who would like to provide comments online:***



- Find and click the “Raise Hand” Raise Hand icon either in the participants panel if you are on your mobile phone, or the options panel if you are on your desktop or PC.
- Wait for your turn to speak. You will hear a beep when your line has been unmuted. Speak clearly and slowly.

## ***For members of the public who would like to provide comments by phone:***

Dial: US Toll+1-415-655-0001 **Access Code:** 2492 416 0204 Press # (pound) twice to enter the call.

- Press **\*3**
- You will hear ‘You have raised your hand to ask a question. Please wait to speak until the host calls on you.’
- When you hear ‘Your line has been unmuted.’ - **THIS IS YOUR OPPORTUNITY TO PROVIDE YOUR PUBLIC COMMENT**
- Please speak clearly and slowly.
- You will be placed on mute once you are done speaking. You can stay on the line and continue to listen to the meeting. You can also choose to hang up.