

D. PROJECT INFORMATION PACKAGE CHECKLIST

Before a Grant Agreement can be developed, Grantee must send a completed Project Information Package (“Package”) to Agency. Grantee should keep a complete copy of the Package for future use and reference.

All applicable documents must be submitted to Agency along with the checklist below. Grantee should check the appropriate box indicating a document is included in the Package or is not applicable to the project.

Required Documentation			Page
Included	N/A		
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Project Information Package Checklist (this page)	6
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Project Information Form	9
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Project Summary	10
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Authorizing Resolution	11
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Cost Estimates	12, 13
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Project Timeline	14
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Property Data Sheet	15
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Land Tenure/Site Control Documents	7, 16
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Photos of the Project Site	8
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Site Plan	8
<input type="checkbox"/>	<input type="checkbox"/>	Environmental Compliance Documents	17
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Permit Approval Status	18
<input type="checkbox"/>	<input type="checkbox"/>	Payee Data Form (Std. 204 for nonprofits; Gov. TIN form for government entities)	19
Additional Documents if Acquisition Project			
<input type="checkbox"/>	<input checked="" type="checkbox"/>	If Conservation Easement, provide description of restrictions, reservations, and funding mechanism for long term stewardship	8
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Willing Seller Letter(s)	8
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Appraisal, Preliminary Title Report, if available	8

Project Name Japantown Buchanan Mall		Estimated Date of Completion: 8/30/2025 Grant Amount: \$5,000,000.00 Estimated Total Project Cost: <u>\$6,381,000.00</u> <small>(State grant, other funds, and in-kind)</small>	
Grantee Name (with mailing address) San Francisco Public Works 49 South Van Ness Ave, 7th Fl San Francisco, CA 94103		County San Francisco	Nearest City/Town San Francisco
Check one: <input type="checkbox"/> Nonprofit <input checked="" type="checkbox"/> Local Agency <input type="checkbox"/> State Agency		Project Address (or nearest cross street) Buchanan St, Post St to Sutter St	
		Senate Dist. 11	Assembly Dist. 19
		US Congressional Dist. 12	
Grantee's Representative Authorized in Resolution (Signature required at bottom of this page)			
Name: Carla Short		Title: Interim Director of Public Works	
Phone: <u>628-271-3078</u>		Email: <u>Carla.Short@sfdpw.org</u>	
Project Manager – Person with day to day responsibility for project (if different from authorized representative)			
Name: Trent Tieger		Title: Project Manager	
Phone: 415-319-4637		Email: Trent.Tieger@sfdpw.org	
Brief Description of Project <small>(Summarize major activities to be funded by this Grant)</small>		Latitude 37.785896	Longitude -122.429871
In the cultural heart of Japantown, this project will implement improvements to the Japantown Buchanan Mall, a culturally significant public plaza. • Repaving side walkways, landscaping with culturally relevant plants, enhancing existing historic public art with new, complementary public art • Encouraging businesses to provide outdoor seating and displays along the storefronts • Installing energy/water-efficient lights and fountain equipment		CEQA/Environmental Requirements <input type="checkbox"/> Exempt per CEQA Guidelines § <u>Enter section</u> Attach filed Notice of Exemption. <input type="checkbox"/> CEQA completed. Attach fled Notice of Determination, Negative Declaration, or Mitigated Negative Declaration <input checked="" type="checkbox"/> CEQA is not complete. (To be completed prior to Construction) Attach draft Initial Study with checklists. <input type="checkbox"/> CEQA does not apply under Code § <u>Enter section</u>	
Site Control/Land Tenure (check the box that applies) <input checked="" type="checkbox"/> Grantee owns the property. <input type="checkbox"/> Grantee leases the property – Term End: <u>Enter date</u> <input type="checkbox"/> Grantee owns an easement on the property. <input type="checkbox"/> Grantee has an MOU with the property owner.			
I certify that the information in this Project Information Form, including all attachments, is complete and accurate.			
Signed: _____ Grantee's Authorized Representative as shown in Resolution		_____ Enter date Date	
_____ Enter name Print Name	_____ Enter title Title	Designee? <input type="checkbox"/> Yes <input type="checkbox"/> No <small>(If yes, attach letter of designation from authorized representative.)</small>	

PROJECT SUMMARY

The Japantown Buchanan Mall is a publicly-owned walkway located at the geographic and cultural heart of the San Francisco Japantown, on Buchanan Street between Post and Sutter Streets. It is lined with shops which help to activate the space, with a paved cobblestone river connecting two fountain installations consisting of origami flower forms designed by renowned artist Ruth Asawa. The community perceives that Buchanan Mall is difficult to walk on, and that it could be further activated. To address these concerns, the San Francisco Planning Department and Department of Public Works will work with the community to improve Buchanan Mall. The project will focus on three main priorities:

- Enhance accessibility of the mall for seniors and people with disabilities and limited mobility
- Rehabilitate the Ruth Asawa fountains that are iconic to the mall
- Support the business community by embellishing the sense of cultural authenticity and enhancing the commercial edges of the mall

Potential concepts and solutions include:

- Repaving the side walkways, planting more trees, landscaping with culturally relevant plants, and enhancing the existing historic public art (historic fountains, cobblestone river and Torii gate) with new, complementary public art
- Improve conditions for businesses to provide outdoor seating and displays along the storefronts, while maintaining an accessible path of travel
- Utilizing new energy- and water-efficient technologies to light the plaza and maintain the fountains

Improvements to Buchanan Mall could:

- Increase the attractiveness of the shopping district, thereby increasing business viability and helping keep Japantown the hub of the Japanese community in the region
- Help restaurants attract more customers with outdoor seating
- Create better public space, thereby increasing livability
- Draw more people to an area intended to reflect a modern version of the Japanese village aesthetic, thereby created a sense of Japan
- Improve the functionality of the fountain and street design
- Improve the neighborhood's landscaping, lighting, street furnishings, and wayfinding

JAPANTOWN BUCHANAN MALL

SFPW Cost Estimate

3/10/2022

ITEM	TOTAL PROJECT COSTS	CNRA GRANT	PROP AA	GENERAL FUND (LOCAL)
PLANNING	\$ 445,000	\$ 274,000	\$ -	\$ 171,000
Staff Time	\$ 370,000	\$ 209,000	\$ -	\$ 161,000
Outreach	\$ 25,000	\$ 25,000	\$ -	\$ -
Consultant	\$ 50,000	\$ 40,000	\$ -	\$ 10,000
DESIGN	\$ 742,000	\$ 424,000	\$ 70,000	\$ 248,000
Staff Time	\$ 700,000	\$ 396,000	\$ 70,000	\$ 234,000
Survey	\$ 30,000	\$ 17,000	\$ -	\$ 13,000
CEQA	\$ 2,000	\$ 1,000	\$ -	\$ 1,000
Permits	\$ 10,000	\$ 10,000	\$ -	\$ -
CONSTRUCTION	\$ 5,194,000	\$ 4,302,000	\$ 430,000	\$ 462,000
Staff Time	\$ 742,000	\$ 419,000	\$ 70,000	\$ 253,000
HARD COSTS				
Mobilization/Demobilization	\$ 137,000	\$ 110,000	\$ 27,000	\$ -
Traffic Control	\$ 100,000	\$ 80,000	\$ 20,000	\$ -
Demolition	\$ 300,000	\$ 300,000	\$ -	\$ -
Site Preparation/Fine Grading	\$ 60,000	\$ 60,000	\$ -	\$ -
Drainage	\$ 250,000	\$ 250,000	\$ -	\$ -
Electrical conduit	\$ 25,000	\$ 12,500	\$ 12,500	\$ -
Concrete paving	\$ 455,000	\$ 227,500	\$ 227,500	\$ -
Concrete paving - river	\$ 420,000	\$ 420,000	\$ -	\$ -
Curb ramps	\$ 14,000	\$ 7,000	\$ 7,000	\$ -
Tree Planting (36" Box)	\$ 60,000	\$ 60,000	\$ -	\$ -
Irrigation	\$ 50,000	\$ 50,000	\$ -	\$ -
Plant Est & Maintenance	\$ 75,000	\$ 75,000	\$ -	\$ -
Bollards	\$ 32,000	\$ 16,000	\$ 16,000	\$ -
Lighting	\$ 80,000	\$ 40,000	\$ 40,000	\$ -
Benches (existing)	\$ 45,000	\$ 45,000	\$ -	\$ -
Benches	\$ 15,000	\$ 15,000	\$ -	\$ -
Tree Grates	\$ 150,000	\$ 150,000	\$ -	\$ -
Sutter Street Gateway	\$ 250,000	\$ 250,000	\$ -	\$ -
Asawa Fountain Refurbishment	\$ 450,000	\$ 450,000	\$ -	\$ -
SUBTOTAL HARD COSTS	\$ 2,968,000	\$ 2,618,000	\$ 350,000	\$ -
Contingency	\$ 1,484,000	\$ 1,265,000	\$ 10,000	\$ 209,000
PROJECT GRAND TOTAL	\$ 6,381,000	\$ 5,000,000	\$ 500,000	\$ 881,000

PROJECT TIMELINE

Activity Description	Timeline
Preliminary work on the project	OCT 2022 – MAY 2023
Submit CEQA documents	APR 2022
Submit final site design/plans/specifications	JUN 2023 - AUG 2024
Construction period	SEP 2024 - DEC 2025
Submit Project Closeout package with final Payment Request to State	MAR 2026

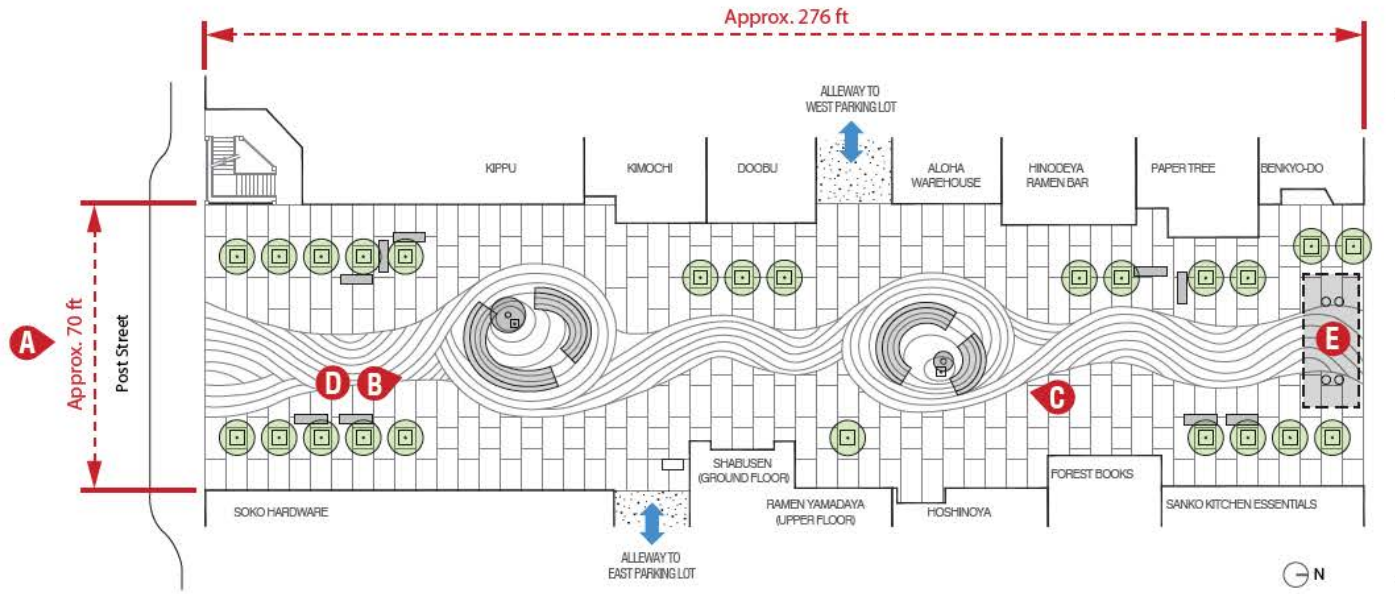
K. PROPERTY DATA SHEET

Complete the Property Data Sheet listing each parcel included in the proposed project, as well as the owner(s) of each parcel. Indicate and attach all required documents* including any clarifying comments below. Attach additional sheets if necessary.

No	Owner Name	Assessor Parcel Number(s)	Acreage	Indicate type of ownership. For acquisitions, indicate type of purchase.			For all parcels, indicate *document used to demonstrate ownership and attach a copy of each document-clearly labeled with the APN-to this document	If parcel(s) not owned by Grantee(s) indicate *document verifying long-term Permission to Develop and maintain and attach					Entity to perform O&M	# of years O&M to be performed
				Fee Simple	Easement	Other (describe)		O&M Agreement	Lease	JPA	Letter from Owner	Other (describe)		
1	City & County of San Francisco	N/A	0.5			Public Owned	Proof of Ownership (tax bill, grant deed, etc.) Project location verified to be completely within the public right-of-way controlled by San Francisco Public Works, see attached street Dedication and Grade Maps.						Nihonmachi Parking Corporation, Japantown Community Benefit District	
2														
3														
4														
5														
6														
7														
8														
Comments:														

Total Number of Parcels: 0 Total Number of Acres: 0.5 Acres

EXISTING SITE PLAN & PHOTOS



E TORII GATEWAY STRUCTURE



D BENCHES AND CHERRY BLOSSOM TREES



A POST STREET CROSSWALK LOOKING NORTH INTO MALL



B SOUTHERN RUTH ASAWA FOUNTAIN LOOKING NORTH



C NORTHERN RUTH ASAWA FOUNTAIN LOOKING SOUTH



O. PROJECT PERMIT/APPROVAL STATUS

Indicate the status of all federal, state, and local permits required for the project. Describe any potential delays due to permitting (indicate specific permits). **If acquiring a long-term encroachment permit, submit evidence the entity with jurisdiction is aware of the project and is willing to work with Grantee to issue the permit.**

This list is not all inclusive. It is Grantee's responsibility to identify and obtain applicable permits.

Permitting Agency	Type of Requirement	Required	Applied	Acquired	Date Expected
State Agencies:					
California Department of Fish and Wildlife	Lake or Streambed Alteration Agreement (Section 1600)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
California Department of Fish and Wildlife	Incidental Take Permit or Consistency Determination (CESA) (California Endangered Species Act)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Department of Transportation	Encroachment Permit	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Coastal Commission	Coastal Development Permit	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Coastal Commission	Letter of Consistency	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Regional Water Quality Control Board	401 Water Quality Certification or Waste Discharge Requirement	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
State Water Resources Control Board	Water Rights Permit	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
State Water Resources Control Board	General Industrial Storm Water Permit	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
State Lands Commission	Permit (if using State owned property)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
State Office of Historic Preservation	Section 106 Consultation with State Historic Preservation Officer (National Historic Preservation Act of 1986)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Federal Agencies					
U.S. Fish and Wildlife Service (USFWS)	Section 7 Consultation, Biological Opinion or Section 10 Permit (Endangered Species Act)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
U.S. Army Corps of Engineers (ACOE)	Section 404 Permit (Clean Water Act)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
U.S. Army Corps of Engineers	Section 10 Permit (Rivers & Harbors Act of 1899)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
U.S. Coast Guard / U.S. Army Corps of Engineers	Section 9 Permit (Rivers & Harbors Act of 1899)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
U.S. National Resources Conservation Service	Section 106 Consultation (National Historic Preservation Act of 1986)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
National Marine Fisheries Service (NMFS)	Section 7 consultation if federal nexus see ACOE, or Section 10 Permit	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Local and Regional Planning Agencies					
City/County	Grading Permit	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
City/County	Environmental Health Department	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
City/County	Model Water Efficient Landscape Ordinance – Landscape Documentation Package	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Central Valley Flood Protection Board	Permission to Encroach on Waterways within Designated Floodways	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
San Francisco Bay Conservation and Development Commission	Any relevant permit	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Tahoe Regional Planning Agency	Any relevant permit	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Local Resource Conservation District	Consultation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Flood Control Districts	Floodway & Hydrological Analysis	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Others (e.g., CalRecycle, State Contractors Board, etc.):		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
None		<input type="checkbox"/>	No permits are applicable		