

File No. 200772

Committee Item No. 10
Board Item No. 18

COMMITTEE/BOARD OF SUPERVISORS

AGENDA PACKET CONTENTS LIST

Committee: Budget & Finance Committee

Date July 22, 2020

Board of Supervisors Meeting

Date July 28, 2020

Cmte Board

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| <input type="checkbox"/> | <input type="checkbox"/> | Motion |
| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | Resolution |
| <input type="checkbox"/> | <input type="checkbox"/> | Ordinance |
| <input type="checkbox"/> | <input type="checkbox"/> | Legislative Digest |
| <input type="checkbox"/> | <input type="checkbox"/> | Budget and Legislative Analyst Report |
| <input type="checkbox"/> | <input type="checkbox"/> | Youth Commission Report |
| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | Introduction Form |
| <input type="checkbox"/> | <input type="checkbox"/> | Department/Agency Cover Letter and/or Report |
| <input type="checkbox"/> | <input type="checkbox"/> | MOU |
| <input type="checkbox"/> | <input type="checkbox"/> | Grant Information Form |
| <input type="checkbox"/> | <input type="checkbox"/> | Grant Budget |
| <input type="checkbox"/> | <input type="checkbox"/> | Subcontract Budget |
| <input type="checkbox"/> | <input type="checkbox"/> | Contract/Agreement |
| <input type="checkbox"/> | <input type="checkbox"/> | Form 126 – Ethics Commission |
| <input type="checkbox"/> | <input type="checkbox"/> | Award Letter |
| <input type="checkbox"/> | <input type="checkbox"/> | Application |
| <input type="checkbox"/> | <input type="checkbox"/> | Public Correspondence |

OTHER (Use back side if additional space is needed)

- | | | |
|-------------------------------------|-------------------------------------|--|
| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <u>Emergency Declaration - June 3, 2020</u> |
| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <u>Emergency Declaration - June 10, 2020</u> |
| <input type="checkbox"/> | <input type="checkbox"/> | _____ |
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Completed by: Linda Wong Date July 17, 2020
Completed by: Linda Wong Date July 23, 2020

1 [Pier 45 Fire - Declaration of Emergency and Authorization for Emergency Contracts]

2

3 **Resolution declaring an emergency under Administrative Code, Section 6.60, and**
4 **Administrative Code, Chapter 21, relating to the May 23, 2020, fire at Pier 45; approving**
5 **emergency contracts entered into by the Port of San Francisco in accordance with**
6 **Administrative Code, Section 6.60, and Administrative Code, Chapter 21; and directing**
7 **the Port of San Francisco to take all necessary and appropriate measures to perform**
8 **repair work to Pier 45 in the most expeditious manner.**

9

10 WHEREAS, Pier 45 is within the San Francisco Embarcadero Historic District, which is
11 listed in the National Register of Historic Places; and

12 WHEREAS, On May 23, 2020, a 4-alarm fire severely damaged Pier 45, including
13 Shed C which was completely destroyed; and

14 WHEREAS, Administrative Code, Chapter 6, Article IV, Section 6.60, authorizes
15 department heads responsible for public work to award an emergency contract, exempt from
16 the competitive bidding process, in the event of an actual emergency in accordance with the
17 procedures set forth in Section 6.60; and

18 WHEREAS, Administrative Code, Chapter 21, Section 21.15(c), authorizes department
19 heads responsible for the operations for which commodities or services are needed to enter
20 into a contract in order to respond to the emergency in accordance with the procedures set
21 forth in Section 21.15; and

22 WHEREAS, On June 3, 2020, the Acting Executive Director of the Port (“Executive
23 Director”) declared an emergency at the Port as a result of the Pier 45 fire, which declaration
24 was concurred and approved by the President of the Port Commission (“Declaration of
25 Emergency”); and

1 WHEREAS, The Declaration of Emergency enables the Port to engage consultants
2 and contractors to inspect Pier 45, perform cleanup and restoration, demolish damaged and
3 unsafe structures on the site, dispose of demolition debris, develop design recommendations
4 and plans for repairs, complete such repairs, and perform associated environmental
5 monitoring and protection, the cost of which will exceed \$250,000 and was authorized by the
6 President of the Port Commission (collectively, the “Initial Emergency Work”); and

7 WHEREAS, The Port learned after the June 3rd Declaration of Emergency that the
8 emergency also requires the procurement of commodities and services pursuant to Chapter
9 21 of the Administrative Code, specifically, the services of a forensic accountant to assist with
10 its insurance claim, the cost of which will exceed \$100,000 (together with the Initial
11 Emergency Work, the “Emergency Work”); and

12 WHEREAS, On June 10, 2020, the Declaration of Emergency was updated by the
13 Executive Director so that the Declaration of Emergency is authorized under both Section
14 21.15 and Section 6.60 of the Administrative Code, which updated Declaration of Emergency
15 was concurred and approved by the President of the Port Commission on June 24, 2020; and

16 WHEREAS, Administrative Code, Section 6.60(D), requires that the San Francisco
17 Board of Supervisors approve emergency work with an estimated cost in excess of \$250,000;
18 and

19 WHEREAS, Administrative Code, Section 21.15, requires that the San Francisco Board
20 of Supervisors approve emergency contracts in excess of \$100,000; and

21 WHEREAS, The Port has requested that the Board of Supervisors declare an
22 emergency under Administrative Code, Sections 6.60(A), and 21.15(c), with respect to the
23 Pier 45 fire to allow the Pier 45 Emergency Work to be accomplished in an expeditious
24 manner to protect the public safety, health, welfare and property of the citizens of San
25 Francisco; now, therefore, be it

1 RESOLVED, That the Board of Supervisors hereby declares an actual emergency
2 under Administrative Code, Section 6.60(A), and Section 21.15, with respect to the Pier 45
3 fire; and, be it

4 FURTHER RESOLVED, That the Board of Supervisors hereby finds that performing
5 the Emergency Work as expeditiously as possible are in the best interests of the City to
6 protect the public safety, health, welfare and property of the citizens of San Francisco; and, be
7 it

8 FURTHER RESOLVED, That the Board of Supervisors hereby approves the contracts
9 entered into by the Port to perform the Emergency Work and directs the Port Executive
10 Director to take all actions necessary to perform the Emergency Work as expeditiously as
11 possible, including, but not limited to, entering into further contracts relating to the design,
12 historical preservation, hazardous materials abatement, engineering and construction of the
13 Pier 45 stabilization, repair and restoration work; and, be it

14 FURTHER RESOLVED, That any action to date taken by the Port to secure such
15 emergency contracts and resolve the emergency is hereby ratified.

16
17 N:\PORT\AS2020\2000545\01461715.doc



June 10, 2020

**TO: Mayor London N. Breed
City Hall, Rm. 200
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102**

**San Francisco Port Commission
Attention: The Honorable Kimberly Brandon, President
Pier One, The Embarcadero
San Francisco, CA 94111**

**The Honorable Board of Supervisors
City Hall, Rm. 244, Attention: Ms. Angela Calvillo
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102**

**Mr. Ben Rosenfield, Controller,
City Hall, Rm. 316
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102**

FROM: Katharine E. Petrucione, Port of San Francisco Acting Executive Director

SUBJECT: Revised Declaration of Emergency; Repair of Pier 45

Dear Mayor Breed, Members of the Board, Commission President Brandon, Port Commissioners, and Mr. Rosenfield:

In my letter to you dated June 3, 2020, I declared an emergency due to the May 23, 2020 fire that burned portions of Pier 45 at Fisherman's Warf. Commissioner Brandon subsequently provided her written concurrence and approval.

The June 3 letter declared an emergency pursuant to Chapter 6, Section 6.60 of the Administrative Code of the City and County of San Francisco, which pertains to emergency contracting for public works. Port staff has now learned that the emergency also requires the procurement of commodities and services pursuant to Chapter 21 of the Administrative Code. Specifically, the City is seeking to engage the services of a forensic accountant to assist with its insurance claim. Staff estimates that the cost of this work will exceed \$100,000.

I am therefore updating the June 3, 2020 declaration of emergency so that it is authorized under both Section 21.15 and Section 6.60 of the Administrative Code.

I respectfully request that Commission President Brandon approve this revised declaration.

Sincerely,

DocuSigned by:



57DF1GA0D6B1446
Katharine E. Petrucione
Port of San Francisco Acting Executive Director

CONCUR AND APPROVE:

Kimberly Brandon, President
San Francisco Port Commission

DATE:


Sincerely,

DocuSigned by:

Katharine Petrucione

57DE1GA0D6B214A6
Katharine E. Petrucione
Port of San Francisco Acting Executive Director

CONCUR AND APPROVE:



Kimberly Brandon, President
San Francisco Port Commission
10/24/2020

DATE:



June 3, 2020

**TO: Mayor London N. Breed
City Hall, Rm. 200
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102**

**San Francisco Port Commission
Attention: The Honorable Kimberly Brandon, President
Pier One, The Embarcadero
San Francisco, CA 94111**

**The Honorable Board of Supervisors
City Hall, Rm. 244, Attention: Ms. Angela Calvillo
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102**

**Mr. Ben Rosenfield, Controller,
City Hall, Rm. 316
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102**

FROM: Katharine E. Petrucione, Port of San Francisco Acting Executive Director

SUBJECT: Declaration of Emergency; Repair of Pier 45

Dear Mayor Breed, Members of the Board, Commission President Brandon, Port Commissioners, and Mr. Rosenfield:

In accordance with Chapter 6, Section 6.60 of the Administrative Code of the City and County of San Francisco, I am declaring an emergency on behalf of the Port of San Francisco ("Port").

Early on Saturday, May 23, a four-alarm fire burned portions of Pier 45 at Fisherman's Warf, destroying Shed C, one of the buildings on the site. Immediate action is necessary to safeguard the property of the citizens and the Port, and to maintain public health and welfare.

This emergency declaration is to enable the Port to continue engaging consultants and contractors to inspect the Pier, perform cleanup and restoration, demolish damaged and unsafe structures on the site, dispose of demolition debris, develop design recommendations and plans for repairs, complete such repairs, and perform associated environmental monitoring and protection. This work is beyond the capabilities of City forces. The estimated cost for the work is unknown at the time, but will exceed \$250,000.

I am therefore declaring the existence of an emergency. Because the estimated cost of the emergency work will exceed \$250,000, I request that Commission President Brandon approve this declaration, pursuant to Section 6.60(d) of the Administrative Code.

Sincerely,

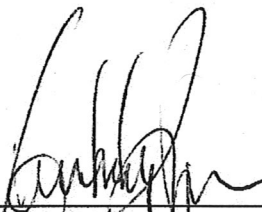
DocuSigned by:

Katharine E. Petrucione

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Katharine E. Petrucione
Acting Executive Director, Port of San Francisco

CONCUR AND APPROVE:



Kimberly Brandon, President
San Francisco Port Commission

DATE:

06/3/2020



Introduction Form

By a Member of the Board of Supervisors or Mayor

Time stamp
or meeting date

I hereby submit the following item for introduction (select only one):

- 1. For reference to Committee. (An Ordinance, Resolution, Motion or Charter Amendment).
- 2. Request for next printed agenda Without Reference to Committee.
- 3. Request for hearing on a subject matter at Committee.
- 4. Request for letter beginning : "Supervisor [] inquiries"
- 5. City Attorney Request.
- 6. Call File No. [] from Committee.
- 7. Budget Analyst request (attached written motion).
- 8. Substitute Legislation File No. []
- 9. Reactivate File No. []
- 10. Topic submitted for Mayoral Appearance before the BOS on []

Please check the appropriate boxes. The proposed legislation should be forwarded to the following:

- Small Business Commission
- Youth Commission
- Ethics Commission
- Planning Commission
- Building Inspection Commission

Note: For the Imperative Agenda (a resolution not on the printed agenda), use the Imperative Form.

Sponsor(s):

Supervisor Peskin

Subject:

[Pier 45 Fire - Declaration of Emergency and Authorization for Emergency Contracts]

The text is listed:

Resolution 1) declaring an emergency under Administrative Code Section 6.60 and Administrative Code Chapter 21 relating to the May 23, 2020 fire at Pier 45; 2) approving emergency contracts entered into by the Port of San Francisco in accordance with Administrative Code Section 6.60 and Administrative Code Chapter 21; and 3) directing the Port of San Francisco to take all necessary and appropriate measures to perform repair work to Pier 45 in the most expeditious manner.

Signature of Sponsoring Supervisor:

[Handwritten Signature]