



March 5, 2019

Mayor London Breed
City and County of San Francisco
City Hall, Rm. 200

London N. Breed
Mayor

Mohammed Nuru
Director

The Honorable Board of Supervisors
City and County of San Francisco
City Hall, Rm. 244
Attention: Ms. Angela Calvillo, Clerk of the Board

Bruce Robertson
Finance Manager

General Administration/Finance
1155 Market St., 4th floor
San Francisco, CA 94103
tel 415-554-5418

Mr. Ben Rosenfield, Controller
City and County of San Francisco
City Hall, Rm. 316

sfpublicworks.org
facebook.com/sfpublicworks
twitter.com/sfpublicworks

Subject: Navigation Centers at Division Circle, 125 Bayshore Blvd and
5th St. & Bryant St.

Dear Mayor Breed, Members of the Board and Mr. Rosenfield:

Board of Supervisors Ordinance NO. 29-18, File NO. 180032 approved 03/01/18 authorizes San Francisco Public Works to enter into contracts without adhering to the Administrative Code or Environment Code provisions regarding competitive bidding and other requirements for construction work, procurement, and personal services relating to identified Shelter Crisis Sites.

San Francisco Public Works' internal order is attached for your reference, which explain the necessity for immediate action. Public Works has retained the services of Design Space Modular Buildings, Inc. The cost of the contract is \$3,000,000.00. The Award is dated February 8, 2019.

Sincerely,

Mohammed Nuru
Director of Public Works

Enclosures:
Public Works Order

RECEIVED
BOARD OF SUPERVISORS
SAN FRANCISCO
2019 MAR 22 AM 9:58
BY [Signature]

City and County of San Francisco

San Francisco Public Works



GENERAL - DIRECTOR'S OFFICE
City Hall, Room 348
1 Dr. Carlton B. Goodlett Place, S.F., CA 94102
(415) 554-6920 ■ www.SFPublicWorks.org



London N. Breed, Mayor
Mohammed Nuru, Director

Public Works Order No: 200613

CITY AND COUNTY OF SAN FRANCISCO

SAN FRANCISCO PUBLIC WORKS

EMERGENCY DECLARED AND CONTRACT AWARDED [REVISED]

Board of Supervisors Ordinance NO. 29-18, File NO. 180032 approved 03/01/18 authorizes San Francisco Public Works to enter into contracts without adhering to the Administrative Code or Environment Code provisions regarding competitive bidding and other requirements for construction work, procurement, and personal services relating to identified Shelter Crisis Sites.

Therefore, an Emergency is declared to exist under the provisions of Section 6.60 of the San Francisco Administrative Code, and

Design Space Modular Buildings, Inc.

2725 Fitzgerald Drive

Dixon, CA 95620

is hereby awarded a contract with a not-to-exceed value of \$3,000,000.00 to design, fabricate, deliver and install modular trailers at navigation center locations.

Contractor shall indemnify and hold harmless the City & County of San Francisco, its officers, agents and employees and furnish certificates of insurance protecting himself, any sub-contractors and the City & County of San Francisco and its



San Francisco Public Works
Making San Francisco a beautiful, livable, vibrant, and sustainable city.

officers, agents and employees against claims arising out of work performed pursuant to this order with the City & County of San Francisco, its officers, agents and employees named as additional insured.

Commercial General Liability Insurance with limits not less than \$1,000,000 each occurrence, and \$2,000,000 general aggregate, combined single limit for bodily injury and property damage.

Commercial Automobile Liability Insurance with limits not less than \$1,000,000 each occurrence combined single limit for bodily injury and property damage, including owned, hired or non-owned vehicles, as applicable.

Workers' Compensation, in statutory amount, including Employers' Liability coverage with limits not less than \$1,000,000 each accident, injury or illness. Contractor is notified that in the event that Contractor employs professional engineering services for performing engineering or preparing design calculations, plans and specifications, retained engineers to carry professional liability insurance with limits not less than \$1,000,000 each claim with respect to negligent acts, errors or omissions in connection with professional services to be provided under the subject Contract.

This Order serves as the Notice to Proceed.

X

DocuSigned by:

Edgar Lopez

Lopez, Edgar, D63E4A69916D470...

Deputy Director

X

DocuSigned by:

Mohammed Nuru

Nuru, Mohammed, 145AB17F474FA...

Director

1 [Shelter and Transitional Housing During Shelter Crisis - Selection of Sites; Waiver of Certain
2 Requirements Regarding Contracting]

3 **Ordinance authorizing Public Works, the Department of Homelessness and Supportive**
4 **Housing, and the Department of Public Health to enter into contracts without adhering**
5 **to the Administrative Code or Environment Code provisions regarding competitive**
6 **bidding and other requirements for construction work, procurement, and personal**
7 **services relating to identified Shelter Crisis Sites (1601 Quesada Avenue; 149 6th**
8 **Street; 125 Bayshore Boulevard; 13th Street and South Van Ness Avenue, southwest**
9 **corner; 5th Street and Bryant Street, northwest corner; Caltrans Emergency Shelter**
10 **Properties; and existing City Navigation Centers and Shelters) that will provide**
11 **emergency shelter or transitional housing to persons experiencing homelessness;**
12 **authorizing the Director of Property to enter into and amend leases or licenses for the**
13 **Shelter Crisis Sites without adherence to certain provisions of the Administrative**
14 **Code; authorizing the Director of Public Works to add sites to the list of Shelter Crisis**
15 **Sites subject to expedited processing, procurement, and leasing upon ~~written notice to~~**
16 **~~the Board of Supervisors, and compliance with conditions relating to environmental~~**
17 **review and neighborhood notice, and approval by resolution of the Board of**
18 **Supervisors, except that no resolution shall be required where the proposed site is**
19 **located in a supervisorial district that has no Shelter Crisis Sites;** affirming the
20 **Planning Department's determination under the California Environmental Quality Act;**
21 **and making findings of consistency with the General Plan, and the eight priority**
22 **policies of Planning Code, Section 101.1.**

23
24 **NOTE: Unchanged Code text and uncodified text are in plain Arial font.**
25 **Additions to Codes are in *single-underline italics Times New Roman font.***
Deletions to Codes are in *strikethrough italics Times New Roman font.*
Board amendment additions are in double-underlined Arial font.

1 **Board amendment deletions** are in ~~strikethrough Arial font~~.
2 **Asterisks (* * * *)** indicate the omission of unchanged Code
subsections or parts of tables.

3 Be it ordained by the People of the City and County of San Francisco:
4

5 Section 1. Environmental and Land Use Findings.

6 (a) The Planning Department has determined that the actions contemplated in this
7 ordinance comply with the California Environmental Quality Act (California Public Resources
8 Code Sections 21000 et seq.). Said determination is on file with the Clerk of the Board of
9 Supervisors in File No. 180032 and is incorporated herein by reference. The Board affirms
10 this determination.

11 (b) The Planning Department has determined that the actions contemplated in this
12 ordinance are consistent, on balance, with the City's General Plan and eight priority policies of
13 Planning Code Section 101.1. The Board adopts these findings as its own. A copy of this
14 determination is on file with the Clerk of the Board of Supervisors in File No. 180032, and is
15 incorporated herein by reference.
16

17 Section 2. Background and General Findings.

18 (a) California Government Code Sections 8698 through 8698.2 authorize the
19 governing body of a political subdivision, including the Board of Supervisors, to declare the
20 existence of a shelter crisis upon a finding by the governing body that a significant number of
21 persons within the jurisdiction are without the ability to obtain shelter, and that the situation
22 has resulted in a threat to the health and safety of those persons. These Government Code
23 provisions authorize the City and County of San Francisco (the "City") to suspend state or
24 local statutes, ordinances, and regulations setting housing, health, or safety standards for new
25 public facilities opened to homeless persons in response to the shelter crisis, to the extent that

1 strict compliance would prevent, hinder, or delay the mitigation of the shelter crisis, and allow
2 the City to enact its own standards for the shelters that ensure basic public health and safety.

3 (b) In Ordinance No. 57-16, enacted on April 22, 2016, the Board of Supervisors
4 found that a significant number of persons within the City lack the ability to obtain shelter,
5 which has resulted in a threat to their health and safety. For that reason, and based on
6 factual findings set forth in that ordinance, the Board of Supervisors declared the existence of
7 a shelter crisis in the City in accordance with California Government Code Sections 8698
8 through 8698.2.

9 (c) Consistent with California Streets and Highways Code Section 104.16, enacted
10 on October 15, 2017, and effective on January 1, 2018, any airspace adjacent to or under a
11 freeway, or real property acquired for highway purposes in the City that is not excess property
12 ("Caltrans Emergency Shelter Property"), shall be offered for lease on a right of refusal by the
13 California Department of Transportation ("Caltrans") to the City for purposes of an emergency
14 shelter, with a lease amount of \$1 per month, provided the City follows all applicable health,
15 environmental, safety, design, and engineering standards.

16 (d) According to the January 2017 Point in Time Homeless Count administered by
17 the Department of Homelessness and Supportive Housing, there were approximately 7,499
18 people experiencing homelessness in San Francisco on a single night. Of those persons,
19 58% were unsheltered, 21% were under the age of 25 years, 33% identified as female, and
20 32% were over the age of 51 years with attendant deteriorating physical and mental health.

21 (e) On November 28, 2017, Mayor Lee declared a goal of transitioning 1,000 people
22 off the streets of San Francisco before the end of winter. The City's ability to meet this goal,
23 which will require the rapid execution of construction contracts, is threatened by current
24 market conditions for construction projects. The Bay Area is experiencing an unprecedented
25 construction boom. As a result, contractors may have the ability to forgo government projects

1 if they have extensive and prolonged administrative requirements. In addition, the tragic
2 wildfires that occurred in Northern California in October 2017 have increased the demand for,
3 and limited the availability of, many construction contractors.

4 (f) The unique challenge of erecting temporary shelters presents contracting
5 challenges that are not present in other contexts. For example, some items to be procured,
6 such as large tents, are only available from one vendor, and that vendor requires that its
7 specially trained staff or subcontractors erect the tents.

8 (g) City departments have identified sites where potential temporary shelters,
9 including emergency shelters, navigation centers, transitional housing, and stabilization rooms
10 may be located, constructed, or expanded ("the Shelter Crisis Sites"). The Shelter Crisis Sites
11 are:

12 (1) Jelani House, a transitional housing site located at 1601 Quesada
13 Avenue, which has the potential to provide temporary housing to 25 women experiencing
14 homelessness, with priority given to pregnant and medically vulnerable women;

15 (2) The Minna Lee Hotel, a single room occupancy hotel located at 149 6th
16 Street, which has the potential to provide temporary supportive housing to up to 70 persons;

17 (3) A commercial property located at 125 Bayshore Boulevard, which has the
18 potential for use as a shelter or navigation center for up to 125 persons experiencing
19 homelessness;

20 (4) A lot owned by Caltrans, located under the freeway at the southwest
21 corner of 13th Street and South Van Ness Avenue, which has the potential for use as a
22 shelter or navigation center for up to 125 persons experiencing homelessness;

23 (5) A lot owned by Caltrans, located under the freeway at the northeast
24 corner of 5th and Bryant Streets, which has the potential to provide shelter to up to 88
25 persons experiencing homelessness, including designated spaces for women;

1 (6) Caltrans Emergency Shelter Properties; and

2 (7) The sites of all existing Navigation Centers, as defined in Chapter 106 of
3 the Administrative Code, except those Navigation Centers located at 1950 Mission Street and
4 1515 South Van Ness Avenue, and all existing Shelters, as defined in Article XIII of Chapter
5 20 of the Administrative Code. A list of existing Navigation Centers and Shelters subject to
6 this ordinance is included in Board File No. 180032.

7 (h) In light of the state and local findings of a continuing and worsening shelter
8 crisis, the large and increasing number of unsheltered individuals who often occupy public
9 spaces and streets, and the continuing and worsening threats to the health and safety of
10 those persons affected by the crisis, the Board of Supervisors finds that the City must
11 continue to establish a citywide network of homeless services and sites to offer services,
12 including homeless shelters, navigation centers, and transitional housing, in order to
13 expeditiously offer resources to individuals experiencing homelessness, and that such
14 services should be offered in locations and at levels that meet the needs that exist throughout
15 the City. Further, in light of the urgency of the shelter crisis, the immediate availability of
16 several sites on which emergency shelter and transitional housing could be constructed, and
17 the challenging market conditions that limit the availability of construction contractors, the
18 Board of Supervisors finds that the Shelter Crisis Sites qualify as public facilities per California
19 Government Code 8698(c) and that the City must take steps to facilitate the expeditious
20 award of contracts to complete repairs, improvements, or expansions of the Shelter Crisis
21 Sites to provide shelter to homeless persons, and to procure goods and services relating to
22 such properties.

23
24 Section 3. Contracting Authority; Waiver of Certain Municipal Code Requirements.
25

1 (a) Notwithstanding any provision of the Municipal Code, the Department of Public
2 Works, the Department of Public Health, and the Department of Homelessness and
3 Supportive Housing may enter into contracts, including grants, to provide professional and
4 other services to assist the City in the repair or improvement of the Shelter Crisis Sites, and
5 contracts, including grants, to provide services or to procure goods or materials relating to the
6 operation of those sites, or to meet the needs of individuals housed at the Shelter Crisis Sites,
7 without competitive bidding or adherence to the requirements of Administrative Code
8 Chapters 6, 12B, 14B, and 21, and the Environment Code. Once having entered into such
9 contracts, the City department shall also have the authority to enter into such contract
10 additions or amendments that it determines are in the best interests of the City and are
11 necessary or advisable to effectuate the intent of this ordinance. This authority under this
12 ordinance to enter into or add to or amend contracts shall expire on March 1, 2019.

13 (b) To the extent not previously authorized by the Board of Supervisors, the Director
14 of Property shall have the authority to enter into and amend leases or licenses for the Shelter
15 Crisis Sites without adherence to the requirements of Administrative Code Chapters 12B,
16 14B, and 23, provided that the Director of Property determines that the terms are reasonable
17 and the lease or license term does not extend for more than 12 months. This authority under
18 this ordinance to enter into and amend leases or licenses shall expire on March 1, 2019.

19 (c) Nothing in this ordinance is intended to reduce or limit the existing contracting
20 authority of any City department or official.

21
22 Section 4. Additional Shelter Crisis Sites.

23 (a) The provisions of Section 3 of this ordinance apply to the Shelter Crisis Sites
24 identified in Section 2. The Director of Public Works, in consultation with the Director of the
25 Department of Homelessness and Supportive Housing, the Director of Property, and other

1 City officials, may identify additional Shelter Crisis Sites that shall be subject to the provisions
2 of Section 3 of this ordinance, provided that:

3 (1) The Director of Public Works provides written notice to the Board of
4 Supervisors of the proposed site, which notice shall include whether the site is City-owned or
5 owned by another person or entity;

6 (2) If the site is not owned by the City, then the notice to the Board shall
7 include the name of the owner and the proposed lease or license terms for the City's use of
8 the site;

9 (3) The Director of Public Works confirms that the site can be used to provide
10 temporary shelter for up to one year for persons experiencing homelessness, and the Director
11 of Property confirms that the proposed lease or license terms (if applicable) are reasonable;

12 (4) The Planning Department determines that any required environmental
13 review has been completed and made available for review by the Director of Public Works,
14 and that the use of the site as contemplated is in conformance with the City's General Plan
15 and the Eight Priority Policies of Planning Code Section 101.1; and

16 (5) The City has complied with the requirements of Administrative Code
17 Chapter 79 (Citizens' Right-to-Know Act of 1998) and Chapter 79A and has engaged in a
18 thorough community outreach process that includes, at a minimum, written notice to
19 neighbors located within 300 feet of the Shelter Crisis Site, information about how neighbors
20 may provide input into the proposed programming at the Shelter Crisis Site, and the hosting of
21 one community meeting, and no contract for the use of the site is entered into for 30 days
22 following the posting of the required notice on the site; and

23 (6) The Board of Supervisors approves by resolution the addition of the
24 identified Shelter Crisis Site, provided, however, that no resolution shall be required if the

1 additional Shelter Crisis Site identified under subsection (a) is located in a supervisorial district
2 that does not already have a Shelter Crisis Site within its boundaries.

3 (b) Upon satisfaction of the conditions in subsection (a):

4 (1) The Department of Public Works, the Department of Public Health, and
5 the Department of Homelessness and Supportive Housing may enter into and amend
6 contracts as set forth in Section 3(a) of this ordinance with respect to the Shelter Crisis Site;
7 and

8 (2) The Director of Property may enter into and amend leases or licenses as
9 set forth in Section 3(b) of this ordinance with respect to the Shelter Crisis Site.

10
11 Section 5. Implementation.

12 (a) Before opening a shelter, Navigation Center, transitional housing program, or
13 stabilization rooms at a Shelter Crisis Site, the Director of the Department of Homelessness
14 and Supportive Housing, or his or her designee, in consultation with the member of the Board
15 of Supervisors who represents the district in which the Shelter Crisis Site is located, shall
16 conduct a thorough community outreach process that includes, at a minimum, written notice to
17 neighbors located within 300 feet of the Shelter Crisis Site, information about how neighbors
18 may provide input into the proposed programming at the Shelter Crisis Site, and the hosting of
19 one community meeting.

20 (b) Before opening a shelter, Navigation Center, transitional housing program, or
21 stabilization rooms at a Shelter Crisis Site, the Director of the Department of Homelessness
22 and Supportive Housing, or his or her designee, shall adopt a site-specific Health, Sanitation,
23 and Security Plan that will adequately address: 1) the outreach efforts that will be made to
24 persons experiencing homelessness in the area surrounding the Shelter Crisis Site; 2) the
25 steps that will be taken to ensure that the area surrounding the Shelter Crisis Site remains

1 clean and sanitary; and 3) the steps that will be taken to protect the safety of persons and
2 properties located near the Shelter Crisis Site.

3 (c) By no later than February 28, 2019, the Director of the Department of
4 Homelessness and Supportive Housing, or his or her designee, shall submit to the Mayor and
5 the Board of Supervisors a report that describes the number of persons that were served by
6 programs at the Shelter Crisis Sites between the enactment of this ordinance and the date of
7 the report.

8 (d) Section 5 shall expire by operation of law on March 1, 2019.

9
10 Section 6. Severability.

11 If any section, subsection, sentence, clause, phrase, or word of this ordinance, or any
12 application thereof to any person or circumstance, is held to be invalid or unconstitutional by a
13 decision of a court of competent jurisdiction, such decision shall not affect the validity of the
14 remaining portions or applications of the ordinance. The Board of Supervisors hereby
15 declares that it would have passed this ordinance and each and every section, subsection,
16 sentence, clause, phrase, and word not declared invalid or unconstitutional without regard to
17 whether any other portion of this ordinance or application thereof would be subsequently
18 declared invalid or unconstitutional.

19
20 Section 7. Promotion of the General Welfare.

21 In enacting and implementing this ordinance, the City is assuming an undertaking only
22 to promote the general welfare. It is not assuming, nor is it imposing on its officers and
23 employees, an obligation for breach of which it is liable in money damages to any person who
24 claims that such breach proximately caused injury.

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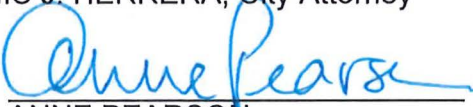
Section 8. Effective Date; Retroactive Operation; Ratification of Prior Acts.

(a) This ordinance shall become effective 30 days after enactment. Enactment occurs when the Mayor signs the ordinance, the Mayor returns the ordinance unsigned or does not sign the ordinance within ten days of receiving it, or the Board of Supervisors overrides the Mayor's veto of the ordinance.

(b) This ordinance shall apply retroactively to all actions taken by City officials or City agencies or entities in connection with the procurement of construction and/or professional services at the Shelter Crisis Sites since January 1, 2018.

(c) The Board of Supervisors hereby ratifies and confirms all actions taken by City officials or City agencies in connection with the procurement of construction and/or professional services at the Shelter Crisis Sites.

APPROVED AS TO FORM:
DENNIS J. HERRERA, City Attorney

By: 
ANNE PEARSON
Deputy City Attorney

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City and County of San Francisco
Tails
Ordinance

City Hall
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102-4689

File Number: 180032

Date Passed: February 27, 2018

Ordinance authorizing Public Works, the Department of Homelessness and Supportive Housing, and the Department of Public Health to enter into contracts without adhering to the Administrative Code or Environment Code provisions regarding competitive bidding and other requirements for construction work, procurement, and personal services relating to identified Shelter Crisis Sites (1601 Quesada Avenue; 149-6th Street; 125 Bayshore Boulevard; 13th Street and South Van Ness Avenue, southwest corner; 5th Street and Bryant Street, northwest corner; Caltrans Emergency Shelter Properties; and existing City Navigation Centers and Shelters) that will provide emergency shelter or transitional housing to persons experiencing homelessness; authorizing the Director of Property to enter into and amend leases or licenses for the Shelter Crisis Sites without adherence to certain provisions of the Administrative Code; authorizing the Director of Public Works to add sites to the list of Shelter Crisis Sites subject to expedited processing, procurement, and leasing upon compliance with conditions relating to environmental review and neighborhood notice, and approval by resolution of the Board of Supervisors, except that no resolution shall be required when the proposed site is located in a supervisorial district that has no Shelter Crisis Sites; affirming the Planning Department's determination under the California Environmental Quality Act; and making findings of consistency with the General Plan, and the eight priority policies of Planning Code, Section 101.1.

February 01, 2018 Budget and Finance Committee - AMENDED

February 01, 2018 Budget and Finance Committee - AMENDED

February 01, 2018 Budget and Finance Committee - RECOMMENDED AS AMENDED..

February 13, 2018 Board of Supervisors - AMENDED, AN AMENDMENT OF THE WHOLE BEARING NEW TITLE

Ayes: 11 - Breed, Cohen, Fewer, Kim, Peskin, Ronen, Safai, Sheehy, Stefani, Tang and Yee

February 13, 2018 Board of Supervisors - PASSED ON FIRST READING AS AMENDED

Ayes: 11 - Breed, Cohen, Fewer, Kim, Peskin, Ronen, Safai, Sheehy, Stefani, Tang and Yee

February 27, 2018 Board of Supervisors - FINALLY PASSED

Ayes: 10 - Breed, Cohen, Fewer, Kim, Peskin, Ronen, Safai, Sheehy, Stefani and Yee

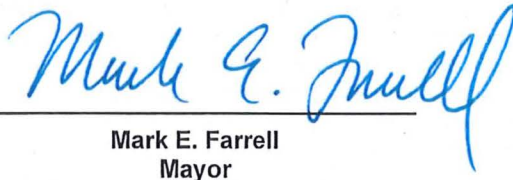
Excused: 1 - Tang

File No. 180032

I hereby certify that the foregoing Ordinance was FINALLY PASSED on 2/27/2018 by the Board of Supervisors of the City and County of San Francisco.



Angela Calvillo
Clerk of the Board



Mark E. Farrell
Mayor



Date Approved