



**September 25, 2013**

**The Honorable Board of Supervisors  
City and County of San Francisco  
1 Carlton B. Goodlett Place, Room 244  
San Francisco, California 94102**

***RE: Street Encroachment Agreement between the City and County of San Francisco and SFMTA for the installation of Two SFMTA Muni Operator Convenience Stations***

**Dear Members of the Board of Supervisors:**

Attached for your consideration is a Resolution authorizing the Major Street Encroachment Agreement between the City and County of San Francisco and the San Francisco Municipal Transportation Agency (SFMTA) granting permission to occupy portions of the public right of way for the installation of two Muni Operator Convenience stations.

### **Background**

SFMTA's Muni transit service is provided by 2,200 Operators who work to deliver service along 76 transit lines throughout the City. They work in challenging conditions to try to meet the City Charter's provisions regarding on-time performance. Routes such as lines 1, 29, 33, 54 and 71 are long, taking 43-85 minutes one-way, and access to clean safe restrooms are not always readily available. Inadequate access can lead to disruption in service when an Operator leaves the scheduled route to find a clean, available restroom. In order to avoid such impacts to the quality of service, Operators need access to decent, safe and sanitary restrooms.

Historically, SFMTA Transit Operators have used restroom facilities provided by gas service stations located throughout the City. However, beginning in the 1970-80s, many service stations closed and SFMTA has had to pursue alternate strategies.

To date, these alternate strategies have included:

- Identifying and locating free public restrooms that are easily accessible to the transit line terminals
- Locating and negotiating license agreements with businesses and other public agencies to allow use of their facilities by transit operators
- Working with City planning and local redevelopment projects to include operator restrooms in their development plans

There are a number of circumstances that prevent use of free restrooms or license agreements at all transit terminals including the following:

- Too great a travel distance between business and transit terminal
- Inappropriate business type for use by transit staff
- Required hours of access extends beyond normal business hours
- Lack of interest in participation by business owner
- Inadequacy of available facilities
- Long wait times due to long lines at the restroom

As a result, SMFTA has in some instances designed and constructed its own Operator restrooms. To date there are 21 permanent Operator restrooms located around the city, with the most recent SFMTA Operator Restrooms Phase III project completed in 2008.

### **Current Project**

The current SFMTA Operator Restroom Project includes the planned construction of four new restroom buildings at the following locations:

1. Lincoln/ Bowley (in Presidio National Park)
2. 32<sup>nd</sup> Ave. & Geary Ave. (on San Francisco Unified School District property)
3. 48<sup>th</sup> Ave. & Ortega St.
4. 25<sup>th</sup> St. & Potrero Ave.

Of these four sites, only 48<sup>th</sup> Ave. & Ortega and 25<sup>th</sup> St. & Potrero Ave. are within the Board of Supervisors' jurisdiction and are included as part of the enclosed Street Encroachment Agreement.

For all sites, SFMTA will be utilizing prefabricated restroom structures that are self-contained and can be relocated should the transit terminal change in the future. They are constructed out of durable long lasting materials such as concrete block with painted cement plaster finish and anti-graffiti coating and stainless steel fixtures. The Operator Convenience Station Prefab units will have locking doors accessible only to SFMTA Transit Operators and SFMTA field staff.

### **Site Analysis**

For the 25<sup>th</sup> St. & Potrero Ave. location, after extensive site investigation SFMTA determined that a prefabricated Operator Convenience Station was necessary because of the following site conditions:

1. Two free restrooms at 1294 Potrero and 2789 25<sup>th</sup> St. are within a half block and available 7:45 a.m. - 5:00 p.m., but do not meet operation hours of 6:00 a.m. - 1:15 a.m. for the 33 Line;
2. Operator safety concerns at current portable toilet at the terminal. A Portable was overturned while in use by a female bus Operator;
3. The closest business to the terminal, Potrero Market, does not have a restroom that meets size and accessibility requirements;

4. Walgreens at 24<sup>th</sup> St. & Potrero Ave. is a long block away from the terminal – more than 100 feet;
5. The public toilet at James Rolph Jr. playground is not feasible due to security, cleanliness and distance to the terminal;
6. Lack of restroom will impact service delivery in the neighborhood – “702s” – stop service for 10-12 minutes.

For the 48<sup>th</sup> Ave. and Ortega St. location, site conditions driving the need for a prefabricated Operator Convenience Station restroom include:

1. Located by the Great Highway;
2. No available businesses located within blocks of terminal;
3. Neighbors want the existing Portable restroom removed;
4. Lack of restroom will impact service delivery in the neighborhood – “702s” – stop service for 10-12 minutes.

### **Outreach**

For 25<sup>th</sup> St. & Potrero Ave., SFMTA staff performed the following community outreach efforts:

1. Met with Hampshire Street Neighbors on September 18 and November 15, 2012 to discuss concerns about restroom location and design. Developed narrow unit design in response to concerns about maintaining path of travel width for pedestrians
2. Met with Recreation & Park Department staff to discuss installation of Prefab at the Rolph Jr. Playground, but was determined to be unfeasible.

For 48<sup>th</sup> Ave. & Ortega St., SFMTA staff performed the following community outreach efforts:

1. Met with neighbors on November 13, 2012 at Ortega Branch Library to discuss concerns. Included bulb-out of sidewalk in design to provide path of travel width for pedestrians.

### **Approvals**

For both 25<sup>th</sup> St. & Potrero Ave. and 48<sup>th</sup> Ave. & Ortega St. sites:

1. Included in SF Planning General Plan Referral issued on November 15, Case No. 2012.0631R
2. Approved by San Francisco Arts Commission, Civic Design Committee on December 3, 2012
3. Approved by Transportation Advisory Staff Committee on December 20, 2012
4. Approved by DPW Director’s Hearing on January 9, 2013

## **Funding Impact**

The budget for each Operator restroom is currently estimated at \$170,000 per site. This total includes \$60,000 for the prefab unit, \$50,000 for site and utility work to prepare site for pre-fab unit, and \$60,000 for traffic control, permit fees, utility connection fees, inspection fees and project contingency.

## **Alternatives Considered**

If the proposed resolution is not approved, the Operator Restroom Project will not receive the Major Encroachment Permit needed to proceed with installation of the prefabricated Operator Convenience Station units at the two proposed sites. SFMTA Transit Operators will have to continue using sub-standard facilities (Portables) and the lack of restrooms may impact service delivery and the health and safety of the Muni Operators.

## **SFMTA Board of Directors' Approval**

The contract for work at the 48<sup>th</sup> Ave. & Ortega St. site will be performed through use of a Job Order Contract and will not require approval by the SFMTA Board of Directors. The contract for the 25<sup>th</sup> St. & Potrero Ave. site will be performed through a Micro-LBE contract to be presented to the SFMTA Board of Director for approval in early 2014.

## **Recommendation**

The SFMTA recommends that the Board of Supervisors approve this Street Encroachment Agreement between the City and County of San Francisco and the SFMTA.

If you have any questions regarding this matter, please contact Tess Kavanagh, SFMTA Project Manager, at 701-4212.

Sincerely,



**Edward D. Reiskin**  
**Director of Transportation**

cc: SFMTA Board of Directors

