



City of South San Francisco

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Title:	Report regarding Measure W Community Civic Campus update. (Marian Lee, Assistant City Manager and Dolores Montenegro, Kitchell Program Manager)		

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Report regarding Measure W Community Civic Campus update. (Marian Lee, Assistant City Manager and Dolores Montenegro, Kitchell Program Manager)

RECOMMENDATION

It is recommended that the City Council review the information in this staff report. This is an information item. There are no actions for consideration at this time.

BACKGROUND/DISCUSSION

Following the last Measure W update in July 2016, several significant milestones have been achieved. This report summarizes milestones achieved to date and target milestones anticipated over the next several months.

Program Management Team Mobilization

Kitchell was selected and approved by City Council in November 2016 as the program management consultant team to deliver the Measure W Community Civic Campus projects. Since that time, Kitchell has established office space in the ground floor of the Miller Garage, is in the process of preparing the program management and procedures plan (PMP) and evaluating various options for project delivery.

Specific administrative efforts are currently focused on setting up:

- Project controls that will control the flow of revenues and expenses synced with the City's Finance Department; and
- Document controls that manage existing and newly created documents associated with the project.

The PMP, setting overall administrative plans and procedures, and selection of project delivery methods will be completed before the designers and builders are procured. Target date for start of procurement is summer 2017.

Environmental Clearance

Michael Baker International was selected and approved by City Council in January 2017 as the environmental consultant to evaluate the Measure W Community Civic Campus project. The environmental evaluation will assess three site plans supporting a new police station, fire station and joint library and recreation facility with

various surface and structure parking configurations considered by City Council in previous study sessions. The environmental document will also include assumptions about the building program for the purpose of estimating traffic trips and evaluating projected traffic associated with the project.

Environmental clearance will be completed before the designers and builders are procured. Available to the public, the Notice of Preparation (NOP) is targeted to be issued in March, the draft environmental document in April, and the final in June 2017.

Property acquisition

Properties from three owners are needed for this project. The largest properties to be acquired for the project are the former PUC sites that need approvals from City Council and the Oversight Board for acquisition. Appraisals for the former PUC sites are now complete and staff is preparing an offer that will be provided to the approval agencies in March 2017.

The other two owners are the San Francisco Bay Area Rapid Transit (BART) and Kaiser. The BART property is generally above the underground BART tube which traverses the project site. The Kaiser property is located at the northern tip of the joint library and recreational facility location. Initial meetings have been conducted with the two property owners. Follow up meetings will be had to secure access to their properties.

All necessary property interests will be acquired before the designer and builders are procured.

Citizen's Oversight Committee

The Measure W Citizen's Oversight Committee was established in September 2016. The role of the Committee is to oversee correct spending of Measure W moneys collected and spent. In October 2016, the committee candidates were interviewed and selected candidates were appointment by City Council. The Committee meets regularly every other month. The COC has reviewed and approved the Measure W Fiscal Year 2015-2016 revenues and expenses. Their approval letter has been submitted to the City Manager for transmittal to City Council.

Schedule Overview

Construction is anticipated to begin in 2018 with completion in 2019/2020. These milestone dates are approximate and will be updated once the project delivery method is selected and the designers and contractors agreements are finalized. For the next three months, staff will focus on:

- Completing the PMP;
- Selecting the preferred project delivery methods;
- Environmentally clearing the project;
- Acquiring the needed land; and
- Procuring the designers/builders.

FUNDING

There is no funding impact. This is an information item.

CONCLUSION

The next update for City Council will be in approximately three months.