



PUBLIC WORKS COMMISSION
CITY AND COUNTY OF SAN FRANCISCO

London N. Breed, Mayor

Draft Minutes: Friday, November 4, 2022 / 10 a.m.

1 Dr. Carlton B. Goodlett Place, City Hall, Room 408
San Francisco, CA 94102

This meeting will be held in person at the location listed above. As authorized by California Government Code Section 54953(e) and Mayor Breed's 45th Supplement to her February 25, 2020 emergency proclamation, it is possible that some members of the Public Works Commission may attend this meeting remotely. In that event, those members will participate and vote by video teleconference. Members of the public may attend the meeting to observe and provide comment at the physical location listed above or may watch live online at www.sfgovtv.org. Instructions for providing public comment are below.

PUBLIC COMMENT CALL-IN: 1 (415) 655-0001/ MEETING NO.: 2484 748 9090 # #

COMMISSIONERS

Lauren Post, Acting Chair
Lynne Newhouse Segal, Commissioner
Fady Zoubi, Acting Vice Chair
Paul Woolford, Commissioner
vacant, Commissioner

Carla Short, Interim Public Works Director

Robert Fuller, Public Works Commission Secretary



**SAN FRANCISCO
PUBLIC WORKS COMMISSION
Friday, November 4, 2022**

Draft Minutes

Call to Order, Roll Call and Agenda Changes

Acting Chair Lauren Post called the meeting to order at 10:01 a.m.

On the roll call, Commissioners Post, Zoubi and Newhouse Segal were noted present. Commissioner Woolford's absence was excused.

A quorum of the Commission was present.

On the motion to postpone item 4 and item 8 to the November 14th meeting and to remove Item 3b from the consent calendar to be heard individually as item 4, made by Commissioner Post and seconded by Commissioner Newhouse Segal.

Unanimous voice vote in favor of the motion.

Ayes: Newhouse Segal, Post and Zoubi.

Announcements by Chair

- Recommends reading the Public Works newsletter "In the Works"

1. General Public Comment

- None

2. Director's Report and Communications

Informational

[Advance Calendar](#)
[Correspondence Log](#)

- Opening of the South East Community Center at 1515 Evans.
- Portero Mixed Use Project key milestones were approved by the San Francisco Municipal Transportation Agency.
- The annual regional Pavement Condition Index assessment results are in with San Francisco receiving a "good" score of 74 out of 100.
- Street vendor program enforcement has branched out to the Excelsior and Mid Market areas. Enforcement staff have begun impounding illicit materials.
- The Public Works podcast series continues with a focus on female leadership. Past themes included racial justice and the recovery from the COVID-19 pandemic.

Commissioner Requests:

- Commissioner Post suggested the Department investigate coordinating work holistically when paving happens, so trees, curbs and other elements are also improved when possible.
- Commissioner Zoubi requested a timeline for the Portrero Yard redevelopment.

- Commissioner Zoubi requested guidance from the Department on helping encourage coordination from private and public agencies when paving projects happen.
- Commissioner Newhouse Segal requested a video or presentation about coordination with other agencies when doing paving work?
- Commissioner Newhouse Segal suggested greater collaboration with the Sanitation and Streets Commission. Commissioner Post will discuss this with the Chair of that Commission.

Public Comment

- None

3. Consent Calendar of Routine Matters

a. Adopt Minutes from the October 21, 2022 Meeting

[Minutes](#)

Action

Heard by the Commission. Speakers: Secretary Fuller presented the consent calendar.

Public Comment

- None

On the motion by Commissioner Zoubi to adopt the consent calendar, seconded by Commissioner Post.

Unanimous voice vote in favor of adoption.

Ayes: Newhouse Segal, Post and Zoubi

b. 911 Call Center Renovation – Construction Contract Award

Award the 911 Call Center Renovation construction contract to Buhler Commercial in the amount of \$3,395,000 with a contract duration of 360 consecutive calendar days to perform an interior renovation of the 911 Call Center at 1011 Turk Street.

[Staff Report, Resolution](#)

Action

Heard by the Commission as item 4 on the regular calendar. Speakers: Project Manager Lisa Zhuo presented.

Commissioner Requests:

- Commissioner Post requested a report that analyzes the relationship between estimates, final scope and actual costs of contracts.

Public Comment

- None

On the motion by Commissioner Zoubi to award the construction contract for the 911 Call Center Renovation, seconded by Commissioner Newhouse Segal.

Unanimous roll call vote in favor of adoption.

Ayes: Newhouse Segal, Post and Zoubi

[Adopted Resolution](#)

Regular Items for Consideration

4. San Francisco Police Department Traffic Company and Forensic Services Division – Increase to Construction Duration Contingency

Approve an increase of 224 calendar days to the contract duration contingency for the Traffic Company & Forensic Services Division project, Contract No. 1000008269, with Clark Construction; and authorize the Director of Public Works to approve future modifications to the contract for a total contract duration of up to 1,194 consecutive calendar days.

[Staff Report, Resolution, Presentation](#)

Action

Postponed to November 14, 2022 meeting.

5. Overview of Building Design and Construction Bureau of Architecture

Staff will provide an overview of the Bureau including organizational structure, project portfolio and representative examples of projects the Bureau provides for City and partner agencies.

[Staff Report, Presentation](#)

Informational

Heard by the Commission. Speakers: Principal Architect and Bureau Manager Julia Laue presented the overview.

Commissioner Requests:

- Commissioner Post requested to hear from this bureau on an annual basis.

Public Comment

- None

6. Overview of Building Design and Construction Bureau of Landscape Architecture

Staff will provide an overview of the Bureau, including the various programs being managed and examples of completed and ongoing projects.

[Staff Report, Presentation](#)

Informational

Heard by the Commission. Speakers: Bureau Manager Jennifer Cooper presented the overview.

Commissioner Requests:

- Commissioner Post requested a report on the Department's participation in the American Society of Landscape Architects conference in November.

Public Comment

- David Pilpel expressed support of this presentation.

7. Public Works Commission Rules of Order Discussion

Commissioners will discuss the most recent draft of the Rules of Order in preparation for potential adoption at the November 14, 2022 meeting

[Draft Rules of Order](#)

Informational

Heard by the Commission. Speakers: Commissioner Newhouse Segal led the discussion. Secretary Fuller and Deputy City Attorney Christopher Tom answered questions.

Commissioner Requests:

- Commissioner Post requested Secretary Fuller strike the last paragraph of Article II, Section 1 in the draft Rules of Order and post them for consideration at the November 14, 2022 meeting.

Public Comment

- David Pilpel expressed support for 1-year terms of officers and suggested the need to include information on administrative leave for commissioners and information on public comment.

8. Public Works Department Director Hiring Update Informational

Postponed until the November 14, 2022 meeting.

9. New Business Initiated by Commissioners Informational

- Commissioner Post discussed coordinating with the Sanitation and Streets Commission chair to increase coordination between the two commissions.
- Commissioner Post requested an update regarding adequate staffing of the Commission and Deputy City Attorneys who support the Commission.
- Commissioner Zoubi requested a list of the community organizations the Department uses for outreach regarding construction projects.
- Commissioner Zoubi requested the list of considerations for issuing a street vending permit.

Public Comment

- David Pilpel supports hearing updates from the Sanitation and Streets Commission.

10. General Public Comment – Continued from Item 1 if necessary

Not necessary

Adjournment at 1:14 p.m.