

PUBLIC WORKS COMMISSION
CITY AND COUNTY OF SAN FRANCISCO

London N. Breed, Mayor

Draft Minutes: Friday, January 20, 2023 / 9:30 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.: 2488 204 0766# #

COMMISSIONERS

Lauren Post, Chair
Lynne Newhouse Segal, Commissioner
vacant, Commissioner

Fady Zoubi, Vice Chair
Paul Woolford, Commissioner

Carla Short, Interim Public Works Director
Robert Fuller, Public Works Commission Secretary



**SAN FRANCISCO
PUBLIC WORKS COMMISSION**

Friday, January 20, 2023

9:30 a.m.

Draft Minutes

Call to Order, Roll Call and Agenda Changes

Acting Chair Lauren Post called the meeting to order at 9:36 a.m.

On the roll call, Commissioners Post, Woolford, and Zoubi were noted present. Commissioner Newhouse Segal arrived shortly after roll call.

Announcements by Chair

- Chair Post met with Board of supervisors Aaron Peskin to request his assistance filing the vacancy of the fifth commission seat, which is appointed by the Board of Supervisors.
- Chair Post met with the Controller's office regarding criminal investigations of the San Francisco Public Works related to the Muhammad Nuru scandal. They reported that investigations are winding down.

1. Commission Secretary's Report

[Correspondence Log](#)
[Hybrid Meeting Memo](#)
[Media Clippings](#)
[Advanced Calendar](#)

Heard by the Commission. Speaker: Secretary Bob Fuller

- Secretary Fuller will distribute the Department of Human Resources Fairness in Hiring training in anticipation of the Commission interviewing candidates for Department director.
- Responding to the request from the Commission at the January 6, 2023 meeting, the Public Works organizational chart is available at <https://sfpublicworks.org/about/organization>

Public Comment – None

2. General Public Comment

- David Pilpel suggested the chair's announcements should be a numbered agenda item to allow for public comment. He relayed his positive experience during a Public Works public hearing and suggested the meeting time should be posted for the special meeting on January 27th.

A recording of this meeting is available at https://sanfrancisco.granicus.com/ViewPublisher.php?view_id=218

- Francisco Da Costa suggested the Commission should conduct a needs assessment so the Department is better prepared for future emergencies.

3. **Director's Report and Communications**

Informational

Heard by the Commission. Speaker: Interim Director Carla Short

- Storm response since the last update given on January 6, 2023
- Department preparations ahead of the Lunar New Year Parade on February 4, 2023.
- Return of Love Our City beautification days, starting January 28th at 9 a.m. at Balboa High School
- Black History month activities
- Sudden passing of Public Works employee Kevin Bird – Soft Floors Supervisor

Public Comment

- Francisco DaCosta suggested that commissioners should examine the recent infrastructures bill to help to reduce the damages during storms. The Department needs emergency training and a good commander.

Commissioner requests

- Commissioner Zoubi requested information on how to improve tree inspection and maintenance response. Interim Director Short committed to have that included in the Bureau of Urban Forestry presentation to the Commission.
- Commissioner Newhouse-Segal inquired information available via media or website for public to call 311 to report trimming trees so they don't have to trim trees by themselves due to trees block their right of way.

4. **Consent Calendar of Routine Matters**

Heard by the Commission. Speaker: Secretary Fuller.

a. Adopt Minutes from the January 6, 2023, Meeting

[Minutes](#)

Action

b. Adopt findings under the state Urgency Legislation - Consideration of action to allow hybrid in-person meetings during the COVID-19 Emergency, adopt finding under California Government Code 54953(e) to allow remote meetings during COVID-19 Emergency, continue remote meetings for the next 30 days, and direct the Commission Secretary to schedule a similar resolution at a Commission meeting within the next 30 days.

[Staff Report, Resolution](#)

c. Master As-Needed Agreement M14 Curb Ramp Construction – Contract Award- Staff Recommendation: Approve the proposed resolution adopting findings pursuant to the California Environmental

Quality Act regarding the Final Mitigated Negative Declaration issued by the Planning Department on September 17, 2010 (Case No. 2007.138E); and awarding Master As-Needed Agreement M14 Curb Ramp Construction, Sourcing Event ID 1000012554 to Ronan Construction, Inc. in the not to exceed amount of \$1,000,000 with a contract duration of 730 consecutive calendar days.

[Staff Report, Resolution](#)

Action

Commissioner Post requested item 4c be heard as a regular item following the approval of the other items on the consent calendar.

Public Comment - None

On the motion by Commissioner Zoubi moved and seconded by Commissioner Woolford, the Commission adopted the consent calendar and each resolution contained in it (excluding item 4c) via a unanimous voice vote in favor.

Members present and voting in favor: Newhouse Segal, Post, Woolford and Zoubi.
Motion passed.

4c. Master As-Needed Agreement M14 Curb Ramp Construction – Contract Award

Heard by the Commission. Speaker: Project Manager Paul Barradas.

Public Comment - None

On the motion by Commissioner Zoubi moved and seconded by Commissioner Post, the Commission approved the contract award via a unanimous voice vote in favor.

Members present and voting: Newhouse Segal, Post, Woolford and Zoubi.
Motion passed.

Regular Items for Consideration

- 5. Department of Public Works Fiscal Year 2023-2024 and Fiscal Year 2024-2025 Operating Budget and Priorities** – Staff will present for a public hearing the budget priorities for the development of the Department of Public Works' two-year budget for Fiscal Years 2023-2024 and 2024-2025 and to allow for public input.

[Presentation](#)

Informational

Heard by the Commission. Speakers: Budget Manager Devin Macaulay, CFO Bruce Robertson and Interim Director Carla Short.

Public Comment

- Brian Wiedenmeier of the Friends of the Urban Forest urged the Commission to consider the budget through the lens of the climate crisis, with emphasis on the support of street trees.
- Francisco DaCosta suggested forming committees to understand this budget and emergency preparedness.
- David Pilpel suggested presenting the budget with vacancy information and performance measures by bureau.

Commissioner Requests

- Chair Post requested that future budget presentations include some discussion of the project-based budget that is outside the Public Works Department budget.

Commissioner Post proposed cancelling the special budget meeting on January 27, 2023 and proceed to potential approval of the budget at the February 3, 2023 regular meeting of the Commission. There were no objections.

6. **Castro Station Elevator Construction – Contract Award**

Staff Recommendation: Approve the proposed resolution awarding the Castro Station Elevator Project contract to CLW Builders, Inc. in the amount of \$11,540,000, with a \$115,400 contingency and a contract duration of 600 consecutive calendar days. On July 9, 2021, the activities encompassed under the contract were determined to be exempt from the California Environmental Quality Act (CEQA) under the Class 11 categorical exemption (CEQA Guidelines Section 15311), as described in the CEQA Exemption Determination (Case No. 2018-005547ENV) contained in the Commission’s files for this contract.

[Staff Report, Resolution, Presentation](#)

Action

Heard by the Commission. Speakers: Project Manager Jane Chan, Deputy City Attorney Yadira Taylor.

Public Comment

- David Pilpel expressed concern for passengers accessing Castro Station during constructions and suggested reviewing the lighting of the north side elevator.

On the motion by Commissioner Zoubi moved and seconded by Commissioner Post, the Commission approved the contract award via a unanimous voice vote in favor.

Members present and voting: Newhouse Segal, Post, Woolford and Zoubi.
Motion passed.

Commissioner Requests

- Chair Post requested an updated construction timeline, when available and an update on this project in a year.

A recording of this meeting is available at https://sanfrancisco.granicus.com/ViewPublisher.php?view_id=218

7. **Infrastructure Design and Construction & Building Design and Construction Performance Measure Report**

Staff will present performance measures for the divisions, including volume of active projects by phase; volume of active projects by client; volume of active projects by service scope; design section participation in the total active portfolio; the number of project that have reached the design milestone over the last five fiscal years, the number of projects that have reached substantial construction completion over the last five fiscal years; the number and value of construction contracts awarded in the last three fiscal years; the duration it took for the average construction contract to go from advertising to notice to perform; the number and value of professional services contracts awarded in the last three years; the duration it took for the average professional services contract to go from advertising to notice to perform.

[Staff Report, Presentation](#)

Informational

Heard by the Commission. Speakers: Bureau Manager Iqbal Dhapa and Interim Director Carla Short.

Public Comment

- David Pilpel suggested changes additional metrics for the report.

8. **Public Works Director Hiring Update**

Informational

Heard by the Commission. Speaker: Chair Lauren Post.

- Chair Post has been meeting with Department of Human Resources, the search firm Berkeley Search, City Administrator's office and Interim Director Short to guide the recruitment process. The search firm expects recruitment to begin soon and to bring candidates to the Commission in the spring.

Public Comment - None

9. **New Business Initiated by Commissioners**

Informational

Public Comment - None

Commissioner Request

- Chair Post requested an annual update on ethics for Department staff and commissioners.
- Chair Post requested the new Human Resources Director Karen Hill introduce herself and provide an update on building her team and progress in hiring.

- Chair Post requested a presentation on how the Department of Environmental and Public Works work together.
- Chair Post requested presentations by the Operations Division and the Operations bureaus so the Commission is better informed about contracts they will approve from this division.
- Commissioner Zoubi requested a list of all as-needed contracts and their durations.
- Commissioner Zoubi requested a report on Staff vacancies, hires and attrition.

10. **General Public Comment – Continued from Item 2 if necessary**

Not necessary.

Adjournment at 1:43 p.m.