



**Meeting Date:** February 12, 2024

**To:** Public Works Commission

**Through:** Carla Short, Interim Public Works Director  
Ronald Alameida, Deputy Director & City Architect

**From:** Dirk Kellum, Project Manager

**Subject:** Adult Immunization & Travel Clinic Relocation – Contract Award

---

**Director’s Recommendation:** Award the Adult Immunization & Travel Clinic (“AIRC”) Relocation Contract in the amount of \$1,835,810 for 241 consecutive calendar days to Chiang C.M. Construction, Inc. for tenant improvement located at 27 Van Ness Avenue in preparation for a Department of Public Health program.

**Contract Background:** The San Francisco Department of Public Health (DPH) is intending to relocate the Adult Immunization & Travel Clinic (AIRC) from its current site at 101 Grove Street to a new facility at 27 Van Ness Avenue. The proposed contract encompasses the refurbishment of approximately 2,400 square feet, involving the consolidation and renovation of the existing ground floor suites #27A and #27B at 25 Van Ness into a unified suite. The redesigned clinic will incorporate a public waiting area, injection rooms dedicated to vaccine administration, and workspaces to support staff.

**Solicitation Process:** On September 7, 2023 San Francisco Public Works advertised the Request for Bids. On October 18, 2023, Public Works received five bids. City staff reviewed the proposals and determined that Chiang C.M. Construction, Inc. is the lowest responsive bidder.

**Contract Details:**

<b>Contract Title:</b>	AIRC IMMUNIZATION & TRAVEL CLINIC RELOCATION
<b>Contract Award Amount:</b>	\$1,835,810
<b>Cost Estimate:</b>	Approximately \$1,706,089
<b>Contract Funding Sources:</b>	Certificates of Participation
<b>Anticipated Project Schedule:</b>	Notice-to-Proceed is expected to be issued shortly after the contract is certified by the Public Works Contract Administration staff, anticipating late February 2024. Contract will end 241 consecutive calendar days after it commences.

<b>Contract Duration:</b>	241 consecutive calendar days
<b>Contractor Name:</b>	Chiang C.M. Construction, Inc.
<b>Compliance with Chapter 14B Local Business Enterprise Ordinance:</b>	<p>Contract Monitoring Division (CMD) Local Business Enterprise (LBE) Subcontracting Participation Requirement is 25% LBE.</p> <p>Chiang C.M. Construction, Inc. met the 25% LBE subcontracting requirement by submitting LBE subconsultant participation of 31.75%.</p> <p>Chiang C.M. Construction, Inc. Satisfied the Good Faith Efforts requirement by exceeding the subcontractor participation requirement by at least 35% by counting its own participation as an LBE prime contractor.</p>
<b>Environmental Determination (if applicable):</b>	The project has been determined to be exempt under the California Environmental Quality Act (CEQA) as Class 1 – Existing Facilities exemption type. Case #2022-005655PRJ
<b>Other Compliance:</b>	N/A
<b>Additional Information:</b>	N/A
<b>Attachments:</b>	<p>Attachment 1: Tabulation of Bids</p> <p>Attachment 2: CMD Pre-Award Memo</p> <p>Attachment 3: CEQA Exemption Determination</p>

**PUBLIC WORKS COMMISSION  
CITY AND COUNTY OF SAN FRANCISCO**

**RESOLUTION NO. \_\_\_\_\_**

WHEREAS, The San Francisco Department of Public Health (DPH) plans to move their Adult Immunization & Travel Clinic (AITC) program operating at 101 Grove Street into 27 Van Ness Avenue, and

WHEREAS, On September 7, 2023, San Francisco Public Works (Public Works) advertised a Request for Bids for construction contract for the Adult Immunization & Travel Clinic Immunization (“AITC”) Relocation; and

WHEREAS, The work to be done under this construction contract consists of a tenant improvement at 27 Van Ness Avenue, and may include, but is not limited to combing two existing suites; partial demolition of existing interior partitions, flooring, and ceiling areas; new partitions, flooring, suspended/gypsum board ceiling system, and casework; and related mechanical, plumbing, fire protection, electrical, security and telecommunications work; and exterior scope for mechanical ductwork louver modifications along Hickory Avenue and minor door hardware upgrades; and

WHEREAS, The contract award amount is \$1,835,810; and

WHEREAS, The contract duration is 241 consecutive calendar days

WHEREAS, The Contract Monitoring Division established a 25% Local Business Enterprise (LBE) subcontracting requirement; and

WHEREAS, Public Works staff and Contract Monitoring Division staff reviewed the bids and determined that Chiang C.M. Construction, Inc. is the lowest responsive bidder; and

RESOLVED, That this Commission hereby awards the Adult Immunization & Travel Clinic (“AITC”) Relocation Contract in the amount of \$1,835,810 with contract duration of 241 consecutive calendar days to Chiang C.M. Construction, Inc.

*I hereby certify that the foregoing resolution was adopted by the Public Works Commission at its meeting of \_\_\_\_\_.*

\_\_\_\_\_  
Commission Affairs Manager  
Public Works Commission

**City and County of San Francisco  
Department of Public Works  
TABULATION OF BIDS**

Sourcing ID: 0000008263  
Contract Title: PW AITC IMM & TRVL CLNC RELO  
Full Title: AITC IMMUNIZATION & TRAVEL CLINIC RELOCATION  
Bids Received: October 18, 2023

<u>BIDDERS (in the order received &amp; opened):</u>	<u>LBE Status Claimed</u>	<u>Total Bid Price</u>
LC Builders, Inc.	Micro-LBE 10%	\$1,795,500.00
Chiang C.M. Construction, Inc.	Micro-LBE 10%	\$1,835,810.00
Zone 4 Construction	N/A	\$1,915,487.00
Foundry Construction	N/A	\$1,715,331.00
Angotti & Reilly, Inc.	Micro-LBE 10%	\$1,997,400.00
	Average Bid:	\$1,851,905.60
	Engineer's Estimate:	\$1,706,089.00
	% of Engineer's Estimate:	109%
	% of Engineer's Estimate vs. Low Bid Received	105%

cc:	Dirk Kellum	Carla Short	Ronald Alameida
	Richard Gee	Finbarr Jewell	Regina Chan
	Teenchee Le	Ken Nim	Albert Ko
	Julia Laue	Chris Vergara	Finbarr Jewell

For complete subcontractor listings, check: <https://bidopportunities.apps.sfdpw.org/CaseLoad/Details/2480>

Sourcing ID: 000008263  
Short Title: PW AITC IMM & TRVL CLNC RELO  
Full Title: AITC IMMUNIZATION & TRAVEL CLINIC RELOCATION  
Bid Date: October 18, 2023

BID ITEMS	LC Builders, Inc. EXTENSION	Chiang C.M. Construction, Inc. EXTENSION	Zone 4 Construction EXTENSION	Foundry Construction EXTENSION	Angotti & Reilly, Inc. EXTENSION
1	\$1,738,000.00	\$1,778,310.00	\$1,857,987.00	\$1,657,831.00	\$1,939,900.00
2	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00
3	\$7,500.00	\$7,500.00	\$7,500.00	\$7,500.00	\$7,500.00
<b>TOTAL BID PRICE:</b>	<b>\$1,795,500.00</b>	<b>\$1,835,810.00</b>	<b>\$1,915,487.00</b>	<b>\$1,715,331.00</b>	<b>\$1,997,400.00</b>



## MEMORANDUM

Date: November 29, 2023

To: Ben Washington, Senior Administrative Analyst, SF Public Works  
Dirk Kellum, Project Manager, SF Public Works  
Alex Burns, Manager Contract Administration, SF Public Works  
Yadira Taylor, Deputy City Attorney

From: Ivan Oldenkamp, Contract Monitoring Division

Subject: Sourcing ID: 0000008263 AITC Travel Clinic Relocation Project – CMD Review

---

The Contract Monitoring Division (“CMD”) has reviewed the bids submitted for the above referenced project, applied the appropriate bid discounts, and determined responsiveness to the Chapter 14B pre-award requirements. An LBE subcontracting requirement of 25% was established for this project. Below is a summary of CMD’s review.

Bidder	LBE Status	Base Bid	LBE Bid Discount	Adjusted Bid with Bid Discount
LC Builders, Inc.	SF LBE - MBE (Micro)	\$1,795,500.00	10%	\$1,615,950.00
Chiang C.M. Construction, Inc.	SF LBE - MBE (Micro)	\$1,835,810.00	10%	\$1,652,229.00
Foundry Construction	Non-LBE	\$1,715,331.00	0%	\$1,715,331.00
Angotti & Reilly, Inc.	SF LBE - OBE (Micro)	\$1,997,400.00	10%	\$1,797,660.00
Zone 4 Construction	Non-LBE	\$1,915,487.00	0%	\$1,915,487.00

### **Non-Responsive Bid**

After careful review of the bid documentation provided by the lowest bidder, LC Builders, Inc. (“LCB”), CMD determined that LCB is non-responsive for failing to meet the 25% LBE subcontracting participation requirement established for this project. The corresponding memo explaining CMD’s determination of non-responsiveness was issued to DPW on November 1, 2023. LCB did not protest of this determination.

At time of bid, LC Builders submitted a base bid in the amount of \$1,795,500.00. LC Builders listed the following LBE firms on Section 00 43 36 Proposed Subcontractors Form:

<b>LBE Subcontractor</b>	<b>Scope of Work</b>	<b>LBE Status</b>	<b>Listed Amount</b>	<b>Amount Credited</b>	<b>LBE Participation (Based on Amount Credited)</b>
BuildCorp Inc.	Doors, frame & hardware, louvers	Non-LBE	\$88,300.00	\$0.00	0.00%
Y & C Electrical Inc.	Electrical system & L.V. wiring	SF LBE - MBE (Micro)	\$388,750.00	\$388,750.00	21.65%
B & C Painting & Deco	Painting & coating	SF LBE - WBE (Micro)	\$18,300.00	\$18,300.00	1.02%
JMA Construction Inc.	Laminate cabinets & solid surface countertops	Certification expired 7/31/2023	\$59,340.00	\$0.00	0.00%
Priority Architectural Graphics	Signage	SF LBE - WBE (Micro)	\$19,200.00	\$19,200.00	1.07%
San Francisco Fire Protection Inc.	Fire alarm design, permit & system testing	Non-LBE	\$50,000.00	\$0.00	0.00%
<b>Total</b>			<b>\$623,890.00</b>	<b>\$426,250.00</b>	<b>23.74%</b>

Per CMD Attachment 1, Part I, Section 1.02, subcontractors must be certified as LBEs on the bid due date in order to qualify to meet the subcontracting participation requirement. Three of the firms listed by LC Builders for LBE subcontracting participation, BuildCorp Inc., JMA Construction Inc., and San Francisco Fire Protection Inc., were not certified San Francisco LBEs at the time of bid; therefore, their listed amounts were not credited towards the LBE subcontracting requirement. The LBE certification for JMA Construction Inc. expired on July 31, 2023. BuildCorp Inc. and San Francisco Fire Protection Inc. have never been certified by CMD as San Francisco LBEs.

The San Francisco Administrative Code Chapter 14B Local Business Enterprise Utilization and Non-Discrimination in Contracting Ordinance ("Chapter 14B") Section 14B.8 (C), states that:

"Bids that do not meet the LBE subcontracting participation requirements set under 14B.8(A) will be rejected as non-responsive..."

Based on the forgoing, LC Builders is deemed non-responsive because it failed to meet the City's Chapter 14B LBE subcontracting requirement at the date and time of bid. LC Builders has demonstrated that 23.74% of the contract will be performed by LBE subcontractors, which falls

1.26% short of the minimum 25% LBE subcontracting participation requirement on this contract.

**Bid Protest**

The second lowest bidder, Chiang C.M. Construction, Inc. (“CCMC”), submitted a formal protest of LCB’s bid on October 25, 2023 alleging that LCB failed to meet the LBE subcontracting requirement. CMD considers CCMC’s bid protest moot because it has independently found LCB’s bid non-responsive as part of its bid review process.

**Bid Review**

CCMC is the lowest responsive bidder. CCMC satisfied the Good Faith Efforts requirement by exceeding the subcontractor participation requirement by at least 35% by counting its own participation as an LBE prime contractor.

CCMC met the 25% LBE subcontracting requirement by listing the following LBE firms:

<b>LBE Subcontractor</b>	<b>Scope of Work</b>	<b>Status</b>	<b>Percent LBE</b>	<b>Listed Amount</b>	<b>Amount Credited</b>	<b>Percent of Work</b>
B & C Painting & Deco	Painting	SF LBE - WBE (Micro)	100%	\$15,092.00	\$15,092.00	0.82%
Yum's Mechanical Company Inc.	HVAC	SF LBE - MBE (Micro)	100%	\$358,000.00	\$231,101.00*	12.59%
T & T Electric Corporation	Electrical, electronic safety, security, low voltage	SF LBE - MBE (Micro)	100%	\$529,560.00	\$336,605.00**	18.34%
			<b>TOTAL</b>	<b>\$902,652.00</b>	<b>\$582,798.00</b>	<b>31.75%</b>

\* Per CMD Form 6 submitted for Yum’s Mechanical Company Inc. (“YMC”), YMC will be further subcontracting out \$117,249 of work to Emcor/Mesa Control (Non-LBE), \$9,650 to National Air Balance (Non-LBE), and \$26,300 to D&S Associates (SF Micro-LBE). Accordingly, LBE subcontracting credit for YMC was decreased by \$126,899 for the non-LBE subcontractors.

\*\* Per CMD Form 6 submitted for T&T Electric Corporation (“T&T”), T&T will be further subcontracting out \$192,955 of work to MDC Low Voltage Systems, a non-LBE firm.

CCMC has also listed the following non-LBE subcontractors:



<b>Non-LBE Subcontractor</b>	<b>Scope of Work</b>	<b>Status</b>	<b>Listed Amount</b>
Hilltop Asbestos Abatement Corp.	Demo & hazardous materials remediation	Non-LBE	\$46,950.00
JMA Construction Inc.	Plastic laminate architectural cabinets & solid surface countertops	Non-LBE	\$46,000.00
JBL Acoustics	Acoustical panels	Non-LBE	\$21,000.00
Hansan Flooring	Resilient flooring & base	Non-LBE	\$29,630.00
R & D Interiors Inc.	Roller window shades	Non-LBE	\$34,000.00
Arch Plumbing	Fire sprinkler	Non-LBE	\$92,200.00
<b>TOTAL</b>			<b>\$143,580.00</b>

Based on the foregoing, CMD has determined that CCMC has complied with the Chapter 14B pre-award requirements. Should you have any questions, please contact Ivan Oldenkamp at [ivan.oldenkamp@sfgov.org](mailto:ivan.oldenkamp@sfgov.org)



## CEQA Exemption Determination

### PROPERTY INFORMATION/PROJECT DESCRIPTION

<b>Project Address</b>		<b>Block/Lot(s)</b>
27 VAN NESS AVE		0834004
<b>Case No.</b>		<b>Permit No.</b>
2022-005655PRJ		
<input checked="" type="checkbox"/> <b>Addition/Alteration</b>	<input type="checkbox"/> <b>Demolition (requires HRE for Category B Building)</b>	<input type="checkbox"/> <b>New Construction</b>
<p><b>Project description for Planning Department approval.</b></p> <p>Minor Permit to Alter for the San Francisco Department of Public Health (DPH) plan to move the Adult Immunization &amp; Travel Clinic (AITC) from its current location at 101 Grove Street to the ground floor of 27 Van Ness Avenue, which is the first floor suite of 25 Van Ness Avenue. Planned work will modify the 2,500 square foot interior space to provide a public-facing waiting area, injection rooms, and staff work areas. This will involve the partial demolition of existing interior walls, flooring and partial ceiling areas in the offices and restrooms. New walls, flooring, suspended/gypsum board ceiling system, new casework and interior transaction windows will be added. Related mechanical, plumbing, fire protection and electrical work will also be performed. The existing structural system will remain without major modifications and the project contains no seismic retrofit scope.</p>		

### STEP 1: EXEMPTION TYPE

<b>The project has been determined to be exempt under the California Environmental Quality Act (CEQA).</b>	
<input checked="" type="checkbox"/>	<b>Class 1 - Existing Facilities.</b> Interior and exterior alterations; additions under 10,000 sq. ft.
<input type="checkbox"/>	<b>Class 3 - New Construction.</b> Up to three new single-family residences or six dwelling units in one building; commercial/office structures; utility extensions; change of use under 10,000 sq. ft. if principally permitted or with a CU.
<input type="checkbox"/>	<p><b>Class 32 - In-Fill Development.</b> New Construction of seven or more units or additions greater than 10,000 sq. ft. and meets the conditions described below:</p> <p>(a) The project is consistent with the applicable general plan designation and all applicable general plan policies as well as with applicable zoning designation and regulations.</p> <p>(b) The proposed development occurs within city limits on a project site of no more than 5 acres substantially surrounded by urban uses.</p> <p>(c) The project site has no value as habitat for endangered rare or threatened species.</p> <p>(d) Approval of the project would not result in any significant effects relating to traffic, noise, air quality, or water quality.</p> <p>(e) The site can be adequately served by all required utilities and public services.</p> <p><b>FOR ENVIRONMENTAL PLANNING USE ONLY</b></p>
<input type="checkbox"/>	<b>Other</b> _____
<input type="checkbox"/>	<b>Common Sense Exemption (CEQA Guidelines section 15061(b)(3)).</b> It can be seen with certainty that there is no possibility of a significant effect on the environment. <b>FOR ENVIRONMENTAL PLANNING USE ONLY</b>

**STEP 2: ENVIRONMENTAL SCREENING ASSESSMENT**

**TO BE COMPLETED BY PROJECT PLANNER**

<input type="checkbox"/>	<p><b>Air Quality:</b> Would the project add new sensitive receptors (specifically, schools, day care facilities, hospitals, residential dwellings, and senior-care facilities within an Air Pollution Exposure Zone? Does the project have the potential to emit substantial pollutant concentrations (e.g. use of diesel construction equipment, backup diesel generators, heavy industry, diesel trucks, etc.)? <i>(refer to The Environmental Information tab on the San Francisco Property Information Map)</i></p>
<input type="checkbox"/>	<p><b>Hazardous Materials:</b> If the project site is located on the Maher map or is suspected of containing hazardous materials (based on a previous use such as gas station, auto repair, dry cleaners, or heavy manufacturing, or a site with underground storage tanks): Would the project involve 50 cubic yards or more of soil disturbance - or a change of use from industrial to residential?</p> <p><b>Note that a categorical exemption shall not be issued for a project located on the Cortese List if box is checked, note below whether the applicant has enrolled in or received a waiver from the San Francisco Department of Public Health (DPH) Maher program, or if Environmental Planning staff has determined that hazardous material effects would be less than significant. (refer to The Environmental Information tab on the San Francisco Property Information Map)</b></p>
<input type="checkbox"/>	<p><b>Transportation:</b> Does the project involve a child care facility or school with 30 or more students, or a location 1,500 sq. ft. or greater? Does the project have the potential to adversely affect transit, pedestrian and/or bicycle safety (hazards) or the adequacy of nearby transit, pedestrian and/or bicycle facilities?</p>
<input type="checkbox"/>	<p><b>Archeological Resources:</b> Would the project result in soil disturbance/modification greater than two (2) feet below grade in an archeological sensitive area or eight (8) feet in a non-archeological sensitive area? If yes, archeology review is required.</p>
<input type="checkbox"/>	<p><b>Subdivision/Lot Line Adjustment:</b> Does the project site involve a subdivision or lot line adjustment on a lot with a slope average of 20% or more? <i>(refer to The Environmental Information tab on the San Francisco Property Information Map)</i> <b>If box is checked, Environmental Planning must issue the exemption.</b></p>
<input type="checkbox"/>	<p><b>Average Slope of Parcel = or &gt; 25%, or site is in Edgehill Slope Protection Area or Northwest Mt. Sutro Slope Protection Area:</b> Does the project involve any of the following: (1) New building construction, except one-story storage or utility occupancy, (2) horizontal additions, if the footprint area increases more than 50%, or (3) horizontal and vertical additions increase more than 500 square feet of new projected roof area? <i>(refer to The Environmental Planning tab on the San Francisco Property Information Map)</i> <b>If box is checked, a geotechnical report is likely required and Environmental Planning must issue the exemption.</b></p>
<input type="checkbox"/>	<p><b>Seismic Hazard:</b> <input type="checkbox"/> <b>Landslide or</b> <input type="checkbox"/> <b>Liquefaction Hazard Zone:</b></p> <p>Does the project involve any of the following: (1) New building construction, except one-story storage or utility occupancy, (2) horizontal additions, if the footprint area increases more than 50%, (3) horizontal and vertical additions increase more than 500 square feet of new projected roof area, or (4) grading performed at a site in the landslide hazard zone? <i>(refer to The Environmental tab on the San Francisco Property Information Map)</i> <b>If box is checked, a geotechnical report is required and Environmental Planning must issue the exemption.</b></p>
<p><b>Comments and Planner Signature (optional):</b> Rebecca Salgado</p>	

**STEP 3: PROPERTY STATUS - HISTORIC RESOURCE  
TO BE COMPLETED BY PROJECT PLANNER**

<b>PROPERTY IS ONE OF THE FOLLOWING:</b> (refer to Property Information Map)	
<input checked="" type="checkbox"/>	<b>Category A:</b> Known Historical Resource. <b>GO TO STEP 5.</b>
<input type="checkbox"/>	<b>Category B:</b> Potential Historical Resource (over 45 years of age). <b>GO TO STEP 4.</b>
<input type="checkbox"/>	<b>Category C:</b> Not a Historical Resource or Not Age Eligible (under 45 years of age). <b>GO TO STEP 6.</b>

**STEP 4: PROPOSED WORK CHECKLIST  
TO BE COMPLETED BY PROJECT PLANNER**

<b>Check all that apply to the project.</b>	
<input type="checkbox"/>	1. <b>Change of use and new construction.</b> Tenant improvements not included.
<input type="checkbox"/>	2. <b>Regular maintenance or repair</b> to correct or repair deterioration, decay, or damage to building.
<input type="checkbox"/>	3. <b>Window replacement</b> that meets the Department's <i>Window Replacement Standards</i> . Does not include storefront window alterations.
<input type="checkbox"/>	4. <b>Garage work.</b> A new opening that meets the <i>Guidelines for Adding Garages and Curb Cuts</i> , and/or replacement of a garage door in an existing opening that meets the Residential Design Guidelines.
<input type="checkbox"/>	5. <b>Deck, terrace construction, or fences</b> not visible from any immediately adjacent public right-of-way.
<input type="checkbox"/>	6. <b>Mechanical equipment installation</b> that is not visible from any immediately adjacent public right-of-way.
<input type="checkbox"/>	7. <b>Dormer installation</b> that meets the requirements for exemption from public notification under <i>Zoning Administrator Bulletin No. 3: Dormer Windows</i> .
<input type="checkbox"/>	8. <b>Addition(s)</b> that are not visible from any immediately adjacent public right-of-way for 150 feet in each direction; does not extend vertically beyond the floor level of the top story of the structure or is only a single story in height; does not have a footprint that is more than 50% larger than that of the original building; and does not cause the removal of architectural significant roofing features.
<b>Note: Project Planner must check box below before proceeding.</b>	
<input type="checkbox"/>	Project is not listed. <b>GO TO STEP 5.</b>
<input type="checkbox"/>	Project <b>does not conform</b> to the scopes of work. <b>GO TO STEP 5.</b>
<input type="checkbox"/>	Project involves <b>four or more</b> work descriptions. <b>GO TO STEP 5.</b>
<input type="checkbox"/>	Project involves <b>less than four</b> work descriptions. <b>GO TO STEP 6.</b>

**STEP 5: ADVANCED HISTORICAL REVIEW  
TO BE COMPLETED BY PRESERVATION PLANNER**

<b>Check all that apply to the project.</b>	
<input type="checkbox"/>	1. <b>Reclassification of property status.</b> (Attach HRER Part I)  <input type="checkbox"/> Reclassify to Category A a. Per HRER b. Other (specify):  <input type="checkbox"/> Reclassify to Category C (No further historic review)
<input type="checkbox"/>	2. Project involves a <b>known historical resource (CEQA Category A)</b> as determined by Step 3 and conforms entirely to proposed work checklist in Step 4.
<input type="checkbox"/>	3. <b>Interior alterations to publicly accessible spaces that do not remove, alter, or obscure character defining features.</b>
<input type="checkbox"/>	4. <b>Window replacement</b> of original/historic windows that are not "in-kind" but are consistent with existing historic character.
<input checked="" type="checkbox"/>	5. <b>Façade/storefront alterations</b> that do not remove, alter, or obscure character-defining features.

<input type="checkbox"/>	6. <b>Raising the building</b> in a manner that does not remove, alter, or obscure character-defining features.
<input type="checkbox"/>	7. <b>Restoration</b> based upon documented evidence of a building's historic condition, such as historic photographs, plans, physical evidence, or similar buildings.
<input type="checkbox"/>	8. <b>Work consistent</b> with the <i>Secretary of the Interior Standards for the Treatment of Historic Properties</i> (Analysis required):
<input type="checkbox"/>	9. <b>Work compatible</b> with a historic district (Analysis required):
<input type="checkbox"/>	10. <b>Work that would not materially impair</b> a historic resource (Attach HRER Part II).
<b>Note: If ANY box in STEP 5 above is checked, a Preservation Planner MUST sign below.</b>	
<input checked="" type="checkbox"/>	<b>Project can proceed with exemption review.</b> The project has been reviewed by the Preservation Planner and can proceed with exemption review. <b>GO TO STEP 6.</b>
<b>Comments (optional):</b>	
<b>Preservation Planner Signature:</b> Rebecca Salgado	

**STEP 6: EXEMPTION DETERMINATION**  
**TO BE COMPLETED BY PROJECT PLANNER**

<input checked="" type="checkbox"/>	<b>No further environmental review is required. The project is exempt under CEQA. There are no unusual circumstances that would result in a reasonable possibility of a significant effect.</b>	
	<b>Project Approval Action:</b> Building Permit	<b>Signature:</b> Rebecca Salgado
	If Discretionary Review before the Planning Commission is requested, the Discretionary Review hearing is the Approval Action for the	08/23/2022
	Once signed or stamped and dated, this document constitutes an exemption pursuant to CEQA Guidelines and Chapter 31 of the Administrative Code. In accordance with Chapter 31 of the San Francisco Administrative Code, an appeal of an exemption determination to the Board of Supervisors can only be filed within 30 days of the project receiving the approval action.	

## STEP 7: MODIFICATION OF A CEQA EXEMPT PROJECT

### TO BE COMPLETED BY PROJECT PLANNER

In accordance with Chapter 31 of the San Francisco Administrative Code, when a California Environmental Quality Act (CEQA) exempt project changes after the Approval Action and requires a subsequent approval, the Environmental Review Officer (or his or her designee) must determine whether the proposed change constitutes a substantial modification of that project. This checklist shall be used to determine whether the proposed changes to the approved project would constitute a "substantial modification" and, therefore, be subject to additional environmental review pursuant to CEQA.

### MODIFIED PROJECT DESCRIPTION

Modified Project Description:

### DETERMINATION IF PROJECT CONSTITUTES SUBSTANTIAL MODIFICATION

Compared to the approved project, would the modified project:

<input type="checkbox"/>	Result in expansion of the building envelope, as defined in the Planning Code;
<input type="checkbox"/>	Result in the change of use that would require public notice under Planning Code Sections 311 or 312;
<input type="checkbox"/>	Result in demolition as defined under Planning Code Section 317 or 19005(f)?
<input type="checkbox"/>	Is any information being presented that was not known and could not have been known at the time of the original determination, that shows the originally approved project may no longer qualify for the exemption?

**If at least one of the above boxes is checked, further environmental review is required**

### DETERMINATION OF NO SUBSTANTIAL MODIFICATION

<input type="checkbox"/>	The proposed modification would not result in any of the above changes.
--------------------------	---

If this box is checked, the proposed modifications are exempt under CEQA, in accordance with prior project approval and no additional environmental review is required. This determination shall be posted on the Planning Department website and office and mailed to the applicant, City approving entities, and anyone requesting written notice. In accordance with Chapter 31, Sec 31.08j of the San Francisco Administrative Code, an appeal of this determination can be filed to the Environmental Review Officer within 10 days of posting of this determination.

<b>Planner Name:</b>	<b>Date:</b>