



**Members of the Board**

Charlene Haught Johnson, Chair  
Anthony J. Intintoli, Jr., Vice Chair  
Gerald Bellows  
Beverly Johnson  
John O'Rourke

**MEETING AGENDA FOR THE  
WETA BOARD OF DIRECTORS**

*Thursday, November 5, 2009 at 1:00 P.M.*

**San Francisco Bay Area  
Water Emergency Transportation Authority  
Pier Nine, Suite 111  
San Francisco**

***The full agenda packet is available for download at [www.watertransit.org](http://www.watertransit.org).***

**AGENDA**

This information will be made available in alternative formats upon request. To request an agenda in an alternative format, please contact the Board Secretary at least five (5) working days prior to the meeting to ensure availability.

**PUBLIC COMMENT** The Water Emergency Transportation Authority welcomes comments from the public. Speakers' cards and a sign-up sheet are available. Please forward completed speaker cards to the Board Secretary.

**Non-Agenda Items:** A 15 minute period of public comment for non-agenda items will be held at the end of the meeting. Please indicate on your speaker card that you wish to speak on a non-agenda item. No action can be taken on any matter raised during the public comment period. Speakers will be allotted no more than three (3) minutes to speak and will be heard in the order of sign-up.

**Agenda Items:** Speakers on individual agenda items will be called in order of sign-up after the discussion of each agenda item and will be allotted no more than three (3) minutes to speak. You are encouraged to submit public comments in writing to be distributed to all Directors.

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|--|--------------------|
| 1. <u>CALL TO ORDER – BOARD CHAIR</u>    | <b>Information</b> |
| 2. <u>ROLL CALL/PLEDGE OF ALLEGIANCE</u> | <b>Information</b> |
| 3. <u>REPORT OF BOARD CHAIR</u>          | <b>Information</b> |
| 4. <u>REPORTS OF DIRECTORS</u>           | <b>Information</b> |
| 5. <u>REPORTS OF STAFF</u>               | <b>Information</b> |
| a. Executive Director's Report           |                    |
| b. Legislative Update                    |                    |

**Water Emergency Transportation Authority  
November 5, 2009 Meeting of the Board of Directors**

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6. CONSENT CALENDAR **Action**
  - a. Minutes October 1, 2009
  
7. AUTHORIZE THE RELEASE OF REQUESTS FOR PROPOSALS FOR SOUTH SAN FRANCISCO FERRY TERMINAL CONSTRUCTION CONTRACTS **Action**
  
8. AUTHORIZE ENTERING INTO A MEMORANDUM OF UNDERSTANDING WITH THE PORT OF SAN FRANCISCO FOR COORDINATED PLANNING OF THE DOWNTOWN SAN FRANCISCO FERRY TERMINAL BERTHING EXPANSION PROJECT **Action**
  
9. AUTHORIZE RELEASE OF REQUEST FOR QUALIFICATIONS FOR ENVIRONMENTAL REVIEW AND DESIGN SERVICES FOR THE DOWNTOWN SAN FRANCISCO FERRY TERMINAL BERTHING EXPANSION PROJECT **Action**
  
10. AWARD OF A PROFESSIONAL SERVICES CONTRACT FOR DESIGN SERVICES FOR THE CENTRAL BAY OPERATIONS AND MAINTENANCE FACILITY **Resolution**
  
11. RECESS INTO CLOSED SESSION
  - a. CONFERENCE WITH REAL PROPERTY NEGOTIATORS **Action  
To Be Determined**

Property: San Mateo County Harbor District, South San Francisco Small Boat Harbor  
Agency Negotiators: Nina Rannells and John Sindzinski, San Francisco Bay Area Water Emergency Transportation Authority  
Negotiating Parties: San Mateo County Harbor District, City of South San Francisco and State Department of Boating and Waterways  
Under Negotiation: Terms and conditions to the cooperative agreement/lease with the San Mateo County Harbor District for the South San Francisco service
  
  - b. CONFERENCE WITH REAL PROPERTY NEGOTIATORS **Action  
To Be Determined**

Property: City of Alameda ferry terminal related property/assets  
Agency Negotiators: Nina Rannells and John Sindzinski, San Francisco Bay Area Water Emergency Transportation Authority  
Negotiating Parties: City of Alameda  
Under Negotiation: Terms and conditions to the transfer of property with the City of Alameda for the Alameda Oakland and Harbor Bay Ferry Services
  
  - c. CONFERENCE WITH REAL PROPERTY NEGOTIATORS **Action  
To Be Determined**

Property: City of Vallejo ferry terminal related property/assets  
Agency Negotiators: Nina Rannells and John Sindzinski, San Francisco Bay Area Water Emergency Transportation Authority  
Negotiating Parties: City of Vallejo  
Under Negotiation: Terms and conditions to the transfer of property/assets with the City of Vallejo for the Vallejo Baylink Service

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d. CONFERENCE WITH REAL PROPERTY NEGOTIATORS

Property: City of Berkeley ferry terminal related property  
Agency Negotiators: Nina Rannells and John Sindzinski, San Francisco Bay Area Water Emergency Transportation Authority  
Negotiating Parties: City of Berkeley  
Under Negotiation: Terms and conditions to the cooperative agreement/lease with the City of Berkeley for Berkeley service

***Action  
To Be Determined***

12. REPORT OF ACTIVITY IN CLOSED SESSION

Chair will report any action taken in closed session that is subject to reporting at this time. Action may be taken on matters discussed in closed session.

***Action  
To Be Determined***

13. OPEN TIME FOR PUBLIC COMMENT FOR ITEMS NOT ON THE AGENDA

ADJOURNMENT

Water Emergency Transportation Authority (WETA) meetings are wheelchair accessible. Upon request WETA will provide written agenda materials in appropriate alternative formats to individuals with disabilities. Please send a written request to [contactus@watertransit.org](mailto:contactus@watertransit.org) or call (415) 291-3377 at least five (5) days before the meeting. Under Cal. Gov't. Code sec. 84308, Directors are reminded that they must disclose on the record of the proceeding any contributions received from any party or participant in the proceeding in the amount of more than \$250 within the preceding 12 months. Further, no Director shall make, participate in making, or in any way attempt to influence the decision in the proceeding if the Director has willfully or knowingly received a contribution in an amount of more than \$250 within the preceding 12 months from a party or such party's agent, or from any participant or his or her agent, provided, however, that the Director knows or has reason to know that the participant has a financial interest in the decision. For further information, Directors are referred to Gov't. Code sec. 84308 and to applicable regulations.

**M E M O R A N D U M**

TO: WETA Board Members  
FROM: Nina Rannells, Executive Director  
DATE: November 5, 2009  
RE: Executive Director's Report

**PROJECT UPDATES**

**Service Transition Implementation** – This plan will guide the consolidation of the Vallejo, Alameda/Oakland and Harbor Bay ferry services under WETA, and presents a five year financial outlook of WETA operating and expansion activities. The WETA Board of Directors adopted the final Transition Plan on June 18, 2009, in compliance with the requirements of Senate Bills 976 and 1093.

WETA and Alameda are working on an updated schedule for all transition details to be finalized by March 2010 with the actual transfer to occur on July 1, 2010. The Vallejo transfer is still expected to occur on July 1, 2010, however this date may get pushed back by 6 months. Staff and the attorneys continue to meet and work with staff from the City of Alameda, Port of Oakland and others on transition details.

**Emergency Water Transportation System Management Plan (EWTSMP)** – This plan sets a framework for WETA coordination of emergency response and recovery efforts using passenger ferries and will provide a detailed definition of WETA's roles and responsibilities for incident planning, response, recovery and restoration of normal operations. The WETA Board of Directors adopted the final Emergency Water Transportation System Management Plan on June 18, 2009, in compliance with the requirements of Senate Bills 976 and 1093.

Preparation of the EWTSMP and the Emergency Operations Plan (agency's internal plan) are complete. On October 13, MTC sponsored a regional table top exercise with several transit and emergency response agencies in the Bay Area focusing on transporting special needs populations. WETA worked with staff from the Regional Emergency Operations Center (CalEMA), Caltrans, and MTC during the exercise on how best to coordinate a regional response. Over the next month, Staff will be revising our Emergency Operations Plan and training in light of the lessons learned during this training event.

**Spare Vessels** - Two spare vessels, Gemini and Pisces, have been constructed by Nichols Brothers Boat Builders, Ice Floe DBA and Kvichak Marine Industries, that will be used to augment existing services and expand WETA's emergency response

capabilities. Both of these vessels are chartered to the City of Alameda and are currently being utilized in Alameda-Oakland, Tiburon and Alameda Harbor Bay services.

WETA's vessel utilization will change once the new South San Francisco vessel, Scorpio, is delivered to the region later this month. Pisces will continue to serve on the Harbor Bay route while Gemini is transferred from the Alameda-Oakland to the Harbor Bay service, allowing the use of the larger Scorpio (199 passengers) on the Alameda-Oakland route.

**South San Francisco Ferry Service** - This service will provide access to biotech and other jobs in South San Francisco for East Bay commuters, and expand the geographic reach of emergency ferry transportation response capabilities on the San Francisco Bay.

Construction of two new 199-passenger vessels for this service is currently underway by Kvichak Marine Industries and Nichols Brothers Boat Builders, Ice Floe DBA. The Scorpio has completed builders and performance trials, final system signoff should be complete by the 6<sup>th</sup> of November. Vessels are expected for delivery in mid-November 2009 and early 2010.

On the terminal side, the Board of Directors awarded the dredging and demolition contract to Salt River Construction at the special Board of Directors Meeting held on September 17, 2009. A notice to proceed with pre-dredge surveys was issued on September 23, 2009 and all dredging and demolition work is expected to be complete by November 30, 2009. Staff will be requesting authorization to release the Requests for Proposals for the final two contracts in another item on the agenda today. WETA held the South San Francisco Ferry Terminal groundbreaking ceremony on October 19, 2009 which was attended by Congresswoman Jackie Speier, Assemblyman Jerry Hill, Mayor Karl Matsumoto of South San Francisco, MTC Director Sue Lempert, among many others.

**Berkeley Ferry Service** – This service will provide an alternative transportation link between Berkeley and downtown San Francisco.

WETA completed a draft Environmental Impact Report/Statement (EIR/EIS), which evaluated the impacts of a proposed Berkeley Ferry Terminal at four potential sites. WETA received approximately 60 public comments on the Draft EIR. At the April 2, 2009 WETA Board of Directors meeting, the Board selected the "Berkeley Fishing Pier" as the locally preferred site for Berkeley-to-San Francisco service. On October 7, WETA Staff and Directors met with Berkeley's Mayor Bates and Laurie Capetelli who sits on our CAC and is on the City Council. On October 14, 28 and 29, Staff attended meetings at the Berkeley Waterfront, Planning, and Transportation Commission meetings to discuss the latest revised site plan for the Berkeley ferry terminal. The Berkeley City Council will consider taking formal action on the Berkeley ferry service and terminal on November 17, 2009.

**Treasure Island Service** – This project, implemented by Treasure Island Development Authority (TIDA), the Mayor's Office of Economic and Workforce Development and the prospective developer, will institute new ferry service between Treasure Island and downtown San Francisco.

The City of San Francisco is currently conducting the environmental assessment of the Treasure Island development and related new ferry services. A draft document is expected late this year. WETA is the lead agency for the design work of the ferry terminal and awarded a contract to Skidmore Owens & Merrill, LLP in January 2009.

Consultants are currently finishing up the conceptual design, which will be completed in early 2010.

**Downtown San Francisco Ferry Berthing Expansion** - This project will expand ferry berthing capacity at the San Francisco Downtown Ferry Terminal to accommodate expanded regular and emergency response ferry services. The current capacity at this terminal can only sustain the addition of the Berkeley-to-San Francisco route; any other route will require further terminal capacity.

Staff will be requesting authorization to enter into a cooperative MOU with the Port of San Francisco today which defines the scope and shared responsibilities related to the development of this project. Additionally, staff is also requesting authorization to release Requests for Qualifications for environmental and design services for this project.

**Pier 9 Berthing Facility** - This project would construct two layover berths for mooring and access to ferry vessels on Pier 9 alongside the northern pier apron and adjacent to the WETA Administrative Offices. In June 2008, the Board adopted a Final Mitigated Negative Declaration for the Pier 9 Layover Ferry Berth Facility and filed a Notice of Determination as provided in Section 15075 of the State CEQA guidelines, and has since worked to secure required permits and finalize project design.

At the August Board Meeting, the Board of Directors approved the license to use property agreement, detailing WETA's requirements regarding the purchase and installation of public access improvements, which will be completed in conjunction with this project. Staff is currently preparing an RFP for this project, per the Board's authorization given in November 2008. WETA received conditional approval of our public access plan from BCDC on October 23, 2009.

**Central Bay Operations and Maintenance Facility** - This project will develop a site for WETA operations and maintenance to serve basic vessel fueling, maintenance, shop, warehouse, storage and emergency operations needs.

Staff released the Request for Qualifications on August 24 and held interviews on October 28, 2009. Three firms were invited for interviews and the staff will bring a recommendation for the selection of a design firm to the Board in another item on today's agenda.

**Hercules Environmental Review/Conceptual Design** - WETA has worked cooperatively with the City of Hercules to prepare the necessary environmental documents to support new ferry service in coordination with a Capitol Corridor commuter train station (and local feeder bus service) in a new Water Transit Oriented Development (WaTOD) being built at the Hercules waterfront.

Impact Sciences has completed the Administrative draft environmental assessment. FTA is now requiring the document be a complete EIS and that will add significant time to complete, including the federally mandated review processes for this level of an environmental document. Therefore the analysis will not be complete until 2010. The City of Hercules advised WETA that it has decided to complete its own environmental assessment for the Capitol; Corridor station project as this is a "fast track" project for the City that needs to be in construction in 2010. The City will continue to work with WETA as we complete the ferry terminal portion of the EIR/EIS.

**Miscellaneous Environmental Assessments/Conceptual Design** – This project involves completing environmental and conceptual design documents for potential future ferry services in Antioch, Martinez, Redwood City and Richmond.

WETA has chosen 4 consultants to conduct environmental assessments for ferry terminals in the above cities. All four environmental assessments have been on hold since December 2008, due to the State's suspension of Proposition 1 B funds. Staff has been in regular contact with CalEMA to secure payment for prior work completed before the December 2008 funding freeze, and to discuss options for ensuring that once work is resumed, expense reimbursements will flow within a reasonable timeframe. Once funding cashflow issues are resolved with the State and consultants are staffed to resume work, each assessment should take approximately 18 months to complete. WETA will need to hire design firms for each project to support the EIRs.

### **OUTREACH, PUBLIC INFORMATION, AND MARKETING EFFORTS**

On October 6, Keith Stahnke attended the Vessel Mutual Assistance Plan and Ferry Operators Work Group meeting.

On October 7, Keith Stahnke attended the Mass Transportation and Evacuation Steering Committee meeting.

On October 9 and October 14, Keith Stahnke attended the San Francisco Disaster and Lifeline Councils Meetings, respectively.

On October 13, Shirley Douglas, Leamon Abrams, John Sindzinski, Keith Stahnke and Lauren Duran attended a Transportation Response Table Top exercise at MTC with several other transit and emergency response agencies simulating a disaster requiring a regional response.

On October 14, Nina Rannells attended Alameda County Transportation Improvement Authority (ACTIA) meeting where the Board agreed to enter into a grant agreement with WETA for Alameda Measure B funds to support Alameda-Oakland Ferry Service upon transfer of the services from City of Alameda to WETA.

On October 19, WETA held a groundbreaking ceremony for the South San Francisco Ferry service.

October 21-27, Keith Stahnke attended the Performance and Acceptance Sea Trials for the vessel Scorpio in Langley, Washington.

On October 27, Lauren Duran attended a de-briefing meeting for the regional agencies that participated in the Transportation Response Table Top exercise on October 13.

### **OTHER ACTIVITIES / ITEMS**

**SSF Groundbreaking Celebration** - A groundbreaking celebration to commemorate the start of construction of the South San Francisco Ferry terminal was held on Monday, October 19 at 10:30 am at the Oyster Point marina in South San Francisco. Congresswoman Jackie Speier spoke and participated in the "ceremonial shovel in the ground" activities. Others attended include Mayors and city council members from the cities of South San Francisco and Redwood City; state legislators; board members of the San Mateo County Transportation Authority, Metropolitan Transportation Commission and the San Mateo County Harbor Commission; representatives from the San Mateo County Building Trades, MMP and IBU; representatives from the California Emergency Management Agency, local employers such as Genentech, and WETA's San Mateo

County Transit Advocates Group, which includes elected officials, employers, business organization, and union representatives organized to promote ferry service in San Mateo County.

**Proposition 1B Funds** – On September 10, 2009, WETA received notice from CalEMA indicating that the Treasurer's Office has approved the amended loans and that projects approved under the FY2007/08 and FY2008/09 Prop 1B program can move forward. CalEMA has also advised staff that grant expenditure reimbursement should be received within an 8 weeks timeframe. Staff is closely monitoring this payment term.

**AB 1203** – This directs the State to provide Proposition 1B waterborne funds to WETA on an up-front, vs. reimbursement, basis similar to the way in which the majority of Proposition 1B safety/security funds are managed to other organizations throughout the state. AB 1203 was signed by the Governor on October 11, 2009.

**Prevailing Wage** – On July 1, 2009 staff sent a letter to the Department of Industrial Relations (DIR) asking whether or not prevailing wage laws apply to passenger ferry operations on the San Francisco Bay and if DIR can conduct a special determination even if prevailing wage laws do not apply. On July 14 WETA received a letter from DIR stating that WETA is not required by state law to pay prevailing wage for ferry operations work. DIR issued a draft special determination for prevailing wages for regular ferry operations on the San Francisco Bay and is expecting to send a finalized determination within the coming weeks. WETA staff has met with union representatives to discuss the preliminary DIR statement and will analyze the potential impact of a prevailing wage policy on existing services for discussion at a future Board meeting.

### **ADMINISTRATION**

Michael Gougherty was hired in late October to serve as WETA's new Planner/Analyst. Mike most recently came from BART where he was a contract planner in the agency's Customer Access Section. His work there involved planning, development and project management of system access components and way-finding systems. He is a graduate of the UC Berkeley City Planning department and resides in San Francisco.

**September Financial Statements** - Attached are the monthly financial statements for September 2009, including the Statement of Revenues and Expenses and the Capital Budget vs. Expenditures reports.



**Water Emergency Transportation Authority  
FY2009/10 Statement of Revenues and Expenses  
September 2009**

	Current Month	Prior Year Actual	FY 2009/10 Budget	FY 2009/10 Actual	% of Budget
% of Year Elapsed 25%					
<b>Operating Revenues</b>					
<b>Operating Assistance</b>					
RM 2 Planning	280,690	3,656,290	4,500,000	702,269	15.6%
SUASI	-	173,802	-	-	0.0%
<b>Total Operating Assistance</b>	280,690	3,830,092	4,500,000	702,269	15.6%
<b>Other Revenues</b>					
Interest Income	1,566	34,643	30,000	1,567	5.2%
Other	-	51,500	-	1,000	0.0%
<b>Total Other Revenues</b>	1,566	86,143	30,000	2,567	8.6%
<b>Total Operating Revenues</b>	282,256	3,916,235	4,530,000	704,836	15.6%
<b>Total Capital Revenues</b>	48,897	17,675,940	35,816,070	1,058,911	3.0%
<b>Total Revenues</b>	331,153	21,592,175	40,346,070	1,763,746	4.4%
<b>Operating Expenses</b>					
<b>Operations</b>					
Wages and Fringe Benefits	109,855	1,294,230	1,590,000	324,758	20.4%
Services	145,575	2,164,056	2,370,000	271,272	11.4%
Materials and Supplies	419	29,045	92,500	1,029	1.1%
Utilities	831	12,847	17,000	1,508	8.9%
Insurance	-	30,352	35,000	28,216	80.6%
Miscellaneous	1,080	41,170	95,500	7,414	7.8%
Leases and Rentals	22,930	295,942	300,000	68,072	22.7%
<b>Total Operations</b>	280,690	3,867,643	4,500,000	702,269	15.6%
<b>Total Operating Expenses</b>	280,690	3,867,643	4,500,000	702,269	15.6%
<b>Total Capital Expenses</b>	48,897	17,675,940	35,816,070	1,058,911	3.0%
<b>Total Expenses</b>	329,587	21,543,583	40,316,070	1,761,180	4.4%
<b>Excess Revenues (Loss)</b>	1,566	48,592	30,000	2,567	

**Water Emergency Transportation Authority  
FY 2009/10 Capital Budget vs Expenditures  
September 2009**

<b>Project Description</b>	<b>Current Month</b>	<b>Project Budget</b>	<b>Prior Year Actual</b>	<b>2009/10 Budget*</b>	<b>2009/10 Actual</b>	<b>Future Year</b>	<b>% of Project</b>
<b>Expenses</b>							
2 Spare Vessels	2,792	17,000,000	16,758,493	241,507	5,293	-	99%
SSF Vessels	18,019	20,500,000	11,441,898	7,000,000	984,453	2,058,102	61%
SSF Terminal Design	13,528	3,000,000	2,794,926	205,074	36,100	-	94%
SSF Mitigation Study	-	275,000	35,581	100,000	-	139,419	13%
SSF Terminal Construction	-	26,000,000	-	15,000,000	-	11,000,000	0%
Berkeley Environ/Conceptual Design	9,366	1,782,700	1,490,239	292,461	16,349	-	85%
Berkeley Terminal Design	-	3,200,000	-	1,500,000	-	1,700,000	0%
Hercules Environ/Conceptual Design	4,672	1,080,000	908,016	171,984	16,457	-	86%
Pier 9 Mooring/Floats	-	2,750,000	237,562	2,512,438	-	-	9%
Environmental Studies/Conceptual Design	-	3,000,000	56,000	1,500,000	-	1,444,000	2%
Central Bay Ops/Maintenance Facility	260	2,600,000	7,394	2,592,606	260	-	0%
Maintenance Barge, Floats & Ramps	-	5,000,000	-	3,500,000	-	1,500,000	0%
S.F. Berthing - Environ/Conceptual Design	-	2,500,000	-	1,200,000	-	1,300,000	0%
<b>Total Capital Expenses</b>	<b>48,897</b>	<b>88,687,700</b>	<b>33,730,110</b>	<b>35,816,070</b>	<b>1,058,911</b>	<b>19,141,520</b>	
<b>Revenues</b>							
RM 2	10,245	37,887,699	30,960,852	5,996,429	1,020,259	930,418	84%
San Mateo Sales Tax	-	15,000,000	-	8,653,950	-	6,346,050	0%
Federal	-	9,480,002	2,705,864	4,174,100	-	2,600,038	29%
Proposition 1B	38,652	26,319,999	63,395	16,991,590	38,652	9,265,014	0%
<b>Total Capital Revenues</b>	<b>48,897</b>	<b>88,687,700</b>	<b>33,730,110</b>	<b>35,816,070</b>	<b>1,058,911</b>	<b>19,141,520</b>	



## **WETA Board of Directors 2010 Meeting Schedule**

The WETA Board of Directors meets on the first Thursday of each month at 1:00 p.m. in the Board Room, WETA, Pier Nine, Suite 111, San Francisco, CA unless otherwise noted.

This schedule is subject to change. Please consult the WETA website at [www.watertransit.org](http://www.watertransit.org) for the latest meeting information.

<b>DATE:</b>	<b>TIME:</b>	<b>LOCATION/ADDRESS:</b>
Thursday, January 7 <sup>th</sup>	1:00 p.m.	WETA
Thursday, February 4 <sup>th</sup>	1:00 p.m.	WETA
Thursday, March 4 <sup>th</sup>	1:00 p.m.	WETA
Thursday, April 1 <sup>st</sup>	1:00 p.m.	WETA
Thursday, May 6 <sup>th</sup>	1:00 p.m.	WETA
Thursday, June 3 <sup>rd</sup>	1:00 p.m.	WETA
Thursday, July 1 <sup>st</sup>	1:00 p.m.	WETA
Thursday, August 5 <sup>th</sup>	1:00 p.m.	WETA
Thursday, September 2 <sup>nd</sup>	1:00 p.m.	WETA
Thursday, October 7 <sup>th</sup>	1:00 p.m.	WETA
Thursday, November 4 <sup>th</sup>	1:00 p.m.	WETA
Thursday, December 2 <sup>nd</sup>	1:00 p.m.	WETA

**SAN FRANCISCO BAY AREA WATER EMERGENCY TRANSPORTATION AUTHORITY**

**MINUTES OF THE BOARD OF DIRECTORS MEETING**

*(October 1, 2009)*

The Board of Directors of the San Francisco Bay Area Water Emergency Transportation Authority met in regular session at the WETA offices at Pier 9, Suite 111, San Francisco, CA.

**1. ROLL CALL AND CALL TO ORDER**

Chair Charlene Haught Johnson called the meeting to order at 1:05 p.m. Directors present were Chair Johnson, Vice Chair Anthony Intintoli, Director Gerald Bellows and Director John O'Rourke. Director Beverly Johnson arrived at 1:10 p.m. Director Bellows led the Pledge of Allegiance.

**2. REPORT OF BOARD CHAIR**

Chair Johnson reported that Congresswoman Jackie Speier had secured \$3 million in federal grant funding from the Department of Transportation which would allow the South San Francisco ferry terminal project to proceed. Following her report, she asked Vice Chair Intintoli to chair the remainder of the meeting.

**3. REPORT OF DIRECTORS**

None.

**4. REPORTS OF STAFF**

Executive Director Nina Rannells reported on the Fast Ferry Information conference she attended in London on September 23 and 24. She noted that the conference attendees consisted of a small group of operators who share many common challenges. She said that her presentation on the WETA vessels was well received and that many operators were interested in current developments in the Bay Area.

Ms. Rannells elaborated on the \$3 Million funding announced by Chair Johnson, stating that WETA's Washington representative Peter Friedmann of Lindsay, Hart, Neil & Weigler had said it was thanks to the collaborative efforts of Congresswoman Speier along with House Speaker Nancy Pelosi, Congresswoman Barbara Lee, and labor unions that the grant funding had been secured. Ms. Rannells added that WETA also received a \$475,000 earmark to support the Berkeley terminal project. She then noted Congresswoman Speier would be a guest at the upcoming October 19 groundbreaking ceremony for the South San Francisco terminal at Oyster Point.

Regarding the prevailing wage issue, Ms. Rannells stated that the Department of Industrial Relations had indicated that they would be issuing their final rate letter within the next week and that staff would use this information to assess the potential impact of a prevailing wage policy.

Ms. Rannells noted that Shirley Douglas' retirement would be delayed until after the October 19 groundbreaking event. She introduced Ms. Douglas' replacement, Leamon Abrams, who had most recently been with the Starbucks Coffee Company as the Director of Civic and Community Affairs. She noted that Mr. Abrams has a long work history in community relations-related work, including, but not limited to serving in the Mayor's Office of Economic Development under Mayor Willie Brown and working as a Public Affairs Manager at Bechtel where he worked on a number of transit related projects for agencies such as BART, MUNI and Caltrans.

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Ms. Rannells then discussed the status of the transition with the City of Alameda, suggesting that due to the magnitude of the project and after consultation with WETA Counsel Stanley Taylor of Nossaman LLP that a transition date of July 1, 2010 would be more in line with reality than the originally planned January 1 transition date. She said that transition details would be worked out by the end of the current year but anticipated that agreements would not be finalized until March. She also noted that a transition coinciding with the change of fiscal year would be beneficial to all parties.

Chair Johnson asked if a date change may apply to Vallejo as well. Director Rannells replied that that was possible as the Vallejo transition would be shifted out six months as well to January 1, 2011.

Director Johnson asked if there would be any benefit to WETA assuming operation of the service prior to the final transition, and expressed a concern that the transition may be moving forward too slowly and asked if there was some way that WETA could take responsibility for the operation prior to transfer of the system assets. Mr. Taylor noted that as the operations are under contract, this might be possible, and that this option could be looked at further. Ms. Rannells noted the concern and assured the Board that WETA will continued to move the transition work forward.

#### **5. CONSENT CALENDAR**

Chair Johnson made a motion to approve the minutes from the September 3 and September 17, 2009 Board of Directors meetings. Director O'Rourke seconded the motion and the item carried unanimously.

#### **6. STATUS REPORT ON THE BERKELEY FERRY TERMINAL PROJECT**

Manager of Planning and Development John Sindzinski delivered a presentation on the status of the Berkeley ferry terminal project.

Director Johnson suggested that the use permit for the site would be the most challenging to obtain and expressed concern that if WETA went ahead with environmental work and was denied the use permit that it could be fatal to the project. Mr. Sindzinski responded that waiting for the use permit would considerably slow down the environmental work, and that an action by the City to approve the project would help move the use permit forward. Director Johnson asked that these issues be resolved as soon as possible. Mr. Sindzinski also noted that at this point it would still be several years before final design stage for the terminal would be reached.

Chair Johnson noted with approval that some progress had been made on issues with other users of the marina including windsurfers and asked what issues remained. Mr. Sindzinski said that there continued to be some issues regarding parking with HS Lordship's but that as the property was owned by the City of Berkeley, future discussion regarding parking would take place directly with city staff. Ms. Rannells noted that the city would take the lead in any issues with HS Lordship's.

Director Johnson said that she appreciated the valet parking solution and had seen several instances where this had worked well.

Chair Johnson asked what was still required regarding funding for the terminal. Ms. Rannells answered that the project was not yet fully funded, and that like many other projects would be dependent upon the resolution of state funding issues regarding Prop 1B.

Vice Chair Intintoli reminded staff to make sure that all permitting issues are covered as the project continues to move forward.

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Public Comment:

Veronica Sanchez of Masters, Mates and Pilots thanked WETA for its work on moving terminal projects forward and made an offer of assistance.

Ms. Douglas said that any public support at the Berkeley City Council meeting on November 17 would be appreciated.

Ms. Sanchez asked Mr. Sindzinski if the breakwater in Berkeley would require federal authorization. Mr. Sindzinski said that this would depend on whether WETA or the Army Corps of Engineers would build it and that this had not yet been determined.

Director Johnson asked specifically how the item would appear on the Berkeley Council meeting agenda. Mr. Sindzinski said that it would be an approval from the city in support of the project and that the exact language was currently being worked on.

**7. APPROVAL OF AWARD TO THE M-LINE FOR MARKETING SERVICES**

Ms. Douglas presented this item regarding approval of a contract to create a marketing plan for the WETA. She reviewed the selection process and recommended approval of a consultant services contract to The M-Line. Representatives from The M-Line and partners BMWL were in attendance to answer questions.

Director Johnson asked if the branding strategy in the marketing plan would address the name WETA would operate under. Ms. Douglas said that it could.

Chair Johnson made a motion to approve the item. Director Bellows seconded the motion and the item carried unanimously.

**8. APPROVAL OF VESSEL UTILIZATION PLAN AND AGREEMENTS**

Ms. Rannells presented this item regarding the Spare Vessel Utilization Plan. She noted that in consideration of the imminent arrival of *Scorpio* and its increased capacity that the WETA vessels could be more effectively utilized by modifying the bareboat charter agreements to assign each vessel to the most appropriate service. She noted that the funds to support the WETA vessel fleet costs were included in the 2009/10 budget.

Director Bellows made a motion to approve the item. Chair Johnson seconded the motion and the item carried unanimously.

**9. APPROVAL OF CHANGE ORDER FOR SOUTH SAN FRANCISCO VESSEL CONTRACT**

Operations Manager Keith Stahnke presented this item for approval of a change order in the amount of \$300,000 for the construction of two South San Francisco vessels. He noted that the change order would cover an unanticipated increase in California State sales and use tax as well as delivery of the vessel to San Francisco and contingency funds. He also noted that the change order was within the overall project budget.

Director Johnson added that the sales and use tax was currently an issue for all transit agencies.

Director O'Rourke asked for a list of what contingency funding might be used for. Mr. Stahnke noted that obtaining spare parts were a priority. Ms. Rannells noted that with four nearly identical boats, having spares of key parts would be essential to maintaining the fleet effectively and that a more complete list could be brought back to the board at a later date.

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Director Bellows made a motion to approve the item. Director Johnson seconded the motion and the item carried unanimously.

**10. RECESS INTO CLOSED SESSION AND REPORT ON CLOSED SESSION**

Chair Johnson called the meeting into closed session at 2:12 p.m. Upon reopening of the meeting at 3:00 p.m. she reported that no action had been taken.

**11. ADJOURNMENT**

All business having concluded, the meeting was adjourned at 3:00 p.m.

Respectfully Submitted,

Board Secretary

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**MEMORANDUM**

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**TO: Board Members**

**FROM: John Sindzinski, Manager, Planning & Development**  
**Nina Rannells, Executive Director**

**SUBJECT: Authorize the Release of Requests for Proposals for South San Francisco Ferry Terminal Construction Contracts**

**Recommendation**

Authorize the release of Requests for Proposals for two South San Francisco ferry terminal contracts including a contract to construct the terminal float and gangway systems and a contract for pier and landside terminal facilities.

**Background**

The South San Francisco Ferry Terminal project is divided into three construction segments: demolition of the existing piers and dredging for the channel and float areas inside the east basin; float and gangway fabrication, delivery and installation; and construction of the landside terminal and pier structure, including a related viewing terrace and Bay Trail improvements near and at the terminal site, as required in the project's BCDC permit.

The demolition and dredging project was procured via an Invitation for Bids process and was awarded to Salt River Construction Company at the September 17, 2009 Board meeting. This work is currently underway and is anticipated to be completed during the in-water construction season, which closes at the end of November. A Request for Proposal process will be used for the remaining two contracts, which are considered to be design build projects. WETA staff will administer the procurement processes with the assistance of Ghirardelli Associates, the project construction manager and ROMA Design, the project architect.

**Discussion**

Staff is now requesting authorization to release the requests for proposals for the remaining two design-build construction contracts required to build the South San Francisco Ferry Terminal.

The float and gangway contract will consist of constructing the following components: gangway and float, fixed access and ramp lift system, fendering, float and gangway canopy structure, and guide piles. This work will also include installation of the sewer, fire protection, urea, and fuel delivery systems between the terminal and the berths. The float and gangway will be built off-site and delivered to the site once the terminal is finished and available for installation of these components. This project component will take approximately 15 months to build and the engineer's estimate for this work, including owner's contingency, is \$10.3 million.

The landside terminal and pier contract will consist of clearing and grading the site, paving, driving piles, constructing the viewing terrace and pier, installation of fare



collection and fire alarm systems, landscaping and Bay Trail enhancements including removing and planting trees and installation of garbage cans. The estimated cost of this contract with owner's contingency is \$7.5 million.

All contractors hired will be required to comply with the mitigation and monitoring requirements the agency agreed to abide by when the final EIR/EIS was certified for this project. This includes measures such as use of sound dampening techniques when driving piles, an oyster monitoring study and other measures generally used when working in and near the San Francisco Bay.

All regional and federal permits from Bay Conservation & Development Commission (BCDC), the Regional Water Quality Control Board and United States Army Corps of Engineers (USACE) have been received. Additionally, the City of South San Francisco has approved an amendment to its general plan that allows the terminal to be built at the site. The remaining permit, the City Building Permit, applies only to the terminal construction portion of the project and will be the responsibility of the terminal construction contractor to obtain once one has been selected.

Each RFP includes the agency wide DBE goal of 22%, using race neutral criteria. Selection of contractors will be based on qualifications, financial capacity, ability to meet project schedule, cost, and related factors. If approved, staff will issue the RFPs in November, return to the Board in February for award of the contract, issue the notice to proceed in April, with construction complete in the summer of 2011.

#### **Financial Impact**

The release of these documents does not commit the agency to make an award, which will be the matter of subsequent Board actions. The estimated cost of these contracts, with contingency, will be approximately \$18 million and will be funded with a variety of grants secured by the Authority for this purpose.

\*\*\*END\*\*\*

**MEMORANDUM**

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**TO: Board Members**

**FROM: John Sindzinski, Manager, Planning & Development**  
**Nina Rannells, Executive Director**

**SUBJECT: Authorize Entering into a Memorandum of Understanding with the Port of San Francisco for Coordinated Planning of the Downtown San Francisco Ferry Terminal Berthing Expansion Project**

**Recommendation**

Authorize the Executive Director to execute a Memorandum of Understanding with the Port of San Francisco regarding coordinated planning and environmental work associated with the expansion of berthing facilities and related amenities at the Downtown San Francisco Ferry Terminal.

**Background and Discussion**

WETA's plans to expand ferry transit on San Francisco Bay identify the Downtown San Francisco Ferry Terminal as the primary destination for new and expanded services, with the exception of the South San Francisco-Oakland service. Over time, as WETA's expansion program is implemented, as many as seven new routes will be operating with San Francisco's Downtown Ferry Terminal as their destination.

Staff estimates that the current berthing capacity at the Downtown San Francisco Ferry Terminal can accommodate one additional small-to-medium sized route, such as the planned Berkeley-to-San Francisco service. However, the establishment of more than one additional route or of a larger route (high service frequency and ridership volumes), such as Treasure Island service, will require the development of new terminal facilities.

The development of additional ferry berthing and passenger facilities in downtown San Francisco will require close coordination and partnership with the Port of San Francisco; the entity that owns and/or manages the ferry terminal area and generally is the lead for Port-owned waterfront development. WETA and Port staffs have worked over the past several months to develop a Memorandum of Understanding to provide a structure for this partnership and identify key roles and responsibilities for each agency.

The core premise behind the MOU is that the agencies will work in partnership to expand the ferry terminal facilities, with WETA serving as the lead in developing new ferry berthing facilities and amenities and the Port serving as the lead for any related land-use improvements. The MOU agreement, provided in draft as **Attachment 1** to this memorandum outlines a project work plan and goals and objectives, and addresses the following work elements:

- Identification of each agency's responsibilities related to the various planning and design elements of the project;
- Agreement to work in a cooperative manner as each agency conducts its share of the environmental and design work;
- Identification of public input processes for each agency;

- Agreement to provide in-kind service by the Port in support of the environmental and design efforts;
- Definition of each agency as “lead” for its own part of the planning processes;
- Agreement for cost sharing of project expenses, including project management and “soft costs” such as community outreach (envisioned to be a major work item in this project).

Given the active development of new Treasure Island ferry service, it would be timely to start work now on the San Francisco Ferry Terminal Expansion Project, starting with adoption of an MOU with the Port of San Francisco for partnering on the project planning and development.

**Financial Impacts**

There are no direct financial impacts associated with this item.

\*\*\*END\*\*\*

# ***Attachment 1***

## **DRAFT MEMORANDUM OF UNDERSTANDING**

This **MEMORANDUM OF UNDERSTANDING** by and between the **CITY AND COUNTY OF SAN FRANCISCO** (City), acting by and through its **PORT COMMISSION** (Port), and the **WATER EMERGENCY TRANSPORTATION AUTHORITY** (WETA), regarding cooperative planning processes for the Ferry Building area of the San Francisco waterfront is dated as of \_\_\_\_\_, 2009 for reference purposes only.

### **RECITALS**

A. The Ferry Building waterfront area (Ferry Building Area) has seen significant improvement since the Port adopted its Waterfront Land Use Plan in 1997, including completion of the Embarcadero Promenade, renovation of the Ferry Building and plaza, the adjacent ferry terminal (Downtown Ferry Terminal), and Piers 1, 1½, 3, and 5.

B. The Port has primary land use jurisdiction over all development of property in and around the Ferry Building Area, including the Downtown Ferry Terminal.

C. WETA is charged with developing a ferry system to increase regional mobility while also providing emergency transportation in the event of a disaster.

D. Expansion of the Downtown Ferry Terminal (Downtown Ferry Terminal Expansion Project), including expansion of ferry docking and passenger terminals, removal of Pier ½ and Pier 2, and related and complementary landside improvements such as rehabilitation of the Agricultural Building and Ferry Plaza landscaping improvements, represents the final major waterside project envisioned for the Ferry Building Area in the Waterfront Land Use Plan.

E. Port staff seeks comments, ideas, and concerns from the Port Commission, stakeholders, and the public in the Port's planning efforts such as the Downtown Ferry Terminal Expansion Project.

F. Orderly, coordinated planning for the Downtown Ferry Terminal Expansion Project will require clear delineation of WETA's and the Port's respective roles and responsibilities, public outreach plans, and commitment to cost sharing.

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## AGREEMENT

The parties hereby agree as follows:

### **General Principles**

1. Port and WETA agree to coordinate their efforts in planning for the Downtown Ferry Terminal Expansion Project in accordance with the goals and objectives set forth in Attachment A.
2. WETA will begin the conceptual design and environmental review process for the WETA Project Components and the Port the conceptual design and environmental review process for the Port Project Components as described in Attachment B.
3. The planning process will result in Port and WETA staff recommendations for the Downtown Ferry Terminal Expansion Project that will be subject to approval by the WETA board and the Port Commission.

### **Coordinated Planning and Environmental Clearance Process**

4. **Parallel Processes:** Port and WETA will embark on a coordinated and mutually supportive planning process that will include technical analyses, public outreach and participation, environmental analysis and preparation of appropriate documents under the California Environmental Quality Act (CEQA) and the National Environmental Protection Act (NEPA). Generally, Port and WETA will proceed with these tasks on complementary and parallel processes with concurrent environmental review for the WETA Project Components and the Port Project Components. All environmental review relating to the Downtown Ferry Terminal Expansion Project will be based on common sources of technical analyses performed as part of the CEQA and NEPA review processes to the maximum extent legally feasible.
5. **Public Process:** All interaction with the public as part of CEQA and NEPA review will be performed concurrently and in coordination with each party's timeline, to the extent legally feasible. This coordination includes public notices, scoping meetings, public review hearings, and public comment periods.
6. **CEQA and NEPA “Lead Agency” Status:** Although the WETA Project Components and the Port Project Components are all part of the Downtown Ferry Terminal Expansion Project, each component will undergo a separate environmental review process. WETA will be the lead agency for the WETA Project Components, and the City will serve as lead agency for the Port Project Components.

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## Roles and Responsibilities

7. **Contracting:** WETA will contract for professional planning services, including conceptual design and environmental review for the WETA Project Components as specified in the attached work program section (Attachment B). WETA will contract with an environmental consultant pre-qualified by the San Francisco Planning Department's Major Environmental Analysis (MEA) Division. The Port will coordinate its professional services for environmental review of the Port Project Components with MEA as specified in Attachment B.
8. **Public Outreach:** While each party is responsible for its own scoping, public input, and stakeholder notification and consultation processes, the parties will coordinate these processes as far as practical and legally feasible to avoid unnecessary duplication of efforts or confusion between and among these groups and the specific project components that WETA and the Port are undertaking. Each agency will inform the other regarding its public outreach scope and schedule.

## Cost Sharing

9. **Design Costs:** WETA will pay 100% of design costs for the WETA Project Components. The following are specifically excluded from WETA's responsibilities and included in the Port's responsibilities:
  - Agriculture Building substructure and conceptual design; and
  - Landscape design of Ferry Plaza and other areas not related directly to the Downtown Ferry Terminal Expansion Project.
10. **Environmental Review Costs:** WETA will pay 100% of environmental review costs for the WETA Project Components. The following is specifically excluded from WETA's responsibilities and included in the Port's responsibilities:
  - Costs for preparation of specialized reports required for environmental review related to the reuse of the Agriculture Building, such as historic analysis.
11. **In-kind Services:** Toward its share of costs delineated above, the Port shall contribute the following items as in-kind services:
  - WETA use of meeting facilities at Pier 1 or the Ferry Building; and
  - Staff time expended for the public outreach processes, data collection, information gathering, cooperative project management and consultant oversight responsibilities. .

# DRAFT

12. **Appropriations:** Port and WETA acknowledge that each Agency's budget is subject to a legislative process, and therefore its ability to cover its allocated costs is subject to the appropriations of funds.

WETA and Port have entered into this Memorandum of Understanding as of the last date set forth below.

**Water Emergency Transportation Authority**

**City and County of San Francisco, acting by and through the San Francisco Port Commission**

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

By: \_\_\_\_\_

Monique Moyer  
Executive Director

**Approved as to Form:**

DENNIS HERRERA  
City Attorney

By: \_\_\_\_\_

Joanne Sakai  
Deputy City Attorney

**Authorized by Reso. No. \_\_\_\_\_**  
adopted \_\_\_\_\_.

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## **Attachment A Goals and Objectives**

The work program described in Attachment B provides a framework for the implementation of critical projects and programs in the Ferry Building Area in a manner that is consistent with the Port's objectives for stewardship of the waterfront and WETA's mission to provide ferry transit and emergency operations. WETA's and the Port's specific goals and objectives for the Downtown Ferry Terminal Expansion Project include the following:

1. Accommodate WETA's projected increase in ferry ridership and related ferry arrivals and departures from the Ferry Building Area.
2. Accommodate the Port's and WETA's disaster emergency response needs.
3. Renovate the Agriculture Building consistent with historic standards.
4. Establish an area parking management program that addresses the area's visitor parking needs and provides designated spaces for farmers' market trucks and disabled visitors, as well as spaces for alternative transportation means (bikes and flex-car options) and buses.
5. Enhance the area's public access and open space with design and crime prevention features to create attractive, safe 24-hour public spaces to attract a multitude of users throughout the day and night.
6. Establish a circulation plan for the area that provides a clear pedestrian route for ferry-to-bus transfers, as well as safe routes for bikes, emergency vehicles, and delivery trucks to enter, park, and exit the area.
7. Achieve a collaborative planning and design review process with the Bay Conservation and Development Commission (BCDC), the State Historic Preservation Office, State Lands Commission staff, and the public that addresses their main concerns.
8. Coordinate BART safety improvements with Ferry Plaza improvements and project area goals.



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## Attachment B Work Program

The Downtown Ferry Terminal Expansion Project will be developed with ongoing input from interested members of the public as well as current and prospective tenant stakeholders. Workshops, stakeholder meetings, technical or design advisory meetings, and/or public hearings may all be used as forums for discussion. Port staff anticipates initial meetings with key stakeholders to gather information regarding their needs in implementing the Downtown Ferry Terminal Expansion Project, in the same time frame during which WETA initiates its process to secure consulting expertise for conceptual design and environmental review of the WETA Project Components.

The goals of the work program will be shaped by Port and City land use plans for the area, the needs of WETA, and the long-term objectives of the various public agencies and private tenant-stakeholders in the area. Although preliminary, work program needs to address at least the following issues:

### **WETA Project Components**

1. Ferry Terminals and Emergency Facilities. Develop up to three additional terminals and related ferry facilities. Two of these terminals will be located behind the Agricultural Building, just south of the existing Alameda/Oakland berth at Gate E. The third terminal will be at the Pier ½ site just north of Vallejo's berth at Gate B. Analyze and design passenger waiting areas near each of these terminals and emergency staging facilities needed to serve the emergency evacuation needs identified by WETA.
2. Pier Removal, Repair and Construction. Per the BCDC Special Area Plan, the Downtown Ferry Terminal Expansion triggers requirements for removal of portions Pier ½ and Pier 2. Additionally, WETA terminal design and environmental analysis (including access/circulation and emergency needs) will include alternatives which fill the lagoon area and repair the Agriculture Building substructure.
3. Supporting Landside Transportation & Circulation. Design a circulation system that strengthens the inter-modal transportation connections and allows all modes of travel to serve the needs of the Downtown Ferry Terminal.
4. Public Access Plan and Program. Participate in enhancing public access as a component of WETA's Project Components that enhances public use and enjoyment of the Bay.

### **Port Project Components**

1. Pier Land Use Implementation Strategy. Develop a long-term land use implementation strategy that balances the transportation and other multi-use needs of the area, including evaluation of the Agriculture Building, Pier ½, public access areas, and transportation and service areas. Analyze various

# DRAFT

strategies for rehabilitation of the Agriculture Building, including uses that would allow both public funds and private investment for its redevelopment.

2. Landside Transportation, Circulation, & Parking. Strengthen and coordinate the inter-modal transportation connections in the Ferry Building Area. Design a circulation system that allows all modes of travel to serve the needs of the Downtown Ferry Terminal, BART, Ferry Building, and Agriculture Building including buses, valet, taxis, bicycles (including secure storage), pedestrians, delivery, and parking. Address parking needs of the Ferry Building marketplace, farmer's market, and other uses.
3. Public Access Plan and Program. Improvements and operational needs sought by the various Ferry Building Area stakeholders will include a complementary public access plan that enhances public use and enjoyment of the Bay. This is considered key to responding longstanding planning objectives of the Port and BCDC.

MEMORANDUM

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**TO:** Board Members

**FROM:** John Sindzinski, Manager, Planning & Development  
Nina Rannells, Executive Director

**SUBJECT:** Authorize Release of Requests for Qualifications for Environmental Review and Design Services for the Downtown San Francisco Ferry Terminal Berthing Expansion Project

**Recommendation**

Authorize, by motion, the release of Requests for Qualifications for environmental review and design services for the expansion of berthing facilities at the Downtown San Francisco Ferry Terminal.

**Background**

WETA's plans to expand ferry transit on San Francisco Bay identify the Downtown San Francisco Ferry Terminal as the primary destination for new and expanded services, with the exception of the South San Francisco-Oakland service. Over time, as WETA's expansion program is implemented, as many as seven new routes will be operating with San Francisco's Downtown Ferry Terminal as their destination.

Staff estimates that the current berthing capacity at the Downtown San Francisco Ferry Terminal can accommodate one additional small-to-medium sized route, such as the planned Berkeley-to-San Francisco service. However, the establishment of more than one additional route or of a larger route (high service frequency and ridership volumes), such as Treasure Island service, will require the development of new terminal facilities.

**Discussion**

A key component of WETA's plans to expand regular and emergency response ferry transportation services includes development of expanded berthing capacity at the Downtown San Francisco Ferry Terminal. Given the long lead time to develop and clear environmental documents for new terminal facilities, staff proposes to move forward now to develop environmental and related conceptual design work associated with full build-out of the ferry terminal facilities. This is especially important due to the active development of new Treasure Island ferry service, which is anticipated to start in the next three to five years.

As envisioned, WETA would ultimately design and build three additional terminals and related facilities in the existing San Francisco Ferry Terminal area to serve expansion services. Two of these terminals would be located behind the Agricultural Building, just south of the existing Alameda/Oakland berth at Gate E. The third terminal would be at the Pier ½ site just north of the existing Vallejo berth at Gate B.

One of these three terminals would be designed to meet the special needs of the planned Treasure Island ferry service. As planned, this route will utilize large-capacity vessels (up to 799 passengers) and will require a special berthing configuration that primarily supports bow loading. This system configuration will be necessary in order to

support the projected passenger volumes and planned service frequency (every 15 minutes) by minimizing loading, unloading and turn-around time for the service. The other two terminals would be designed to handle typical WETA and other ferry vessels already operating on the Bay that utilize side loading floats for passenger access and egress. Project design work will also consider development of secured areas for ticketed passengers, covered walkways and queuing areas, way finding signage, emergency staging facilities and other associated amenities.

In addition to the terminal design work, the conceptual design phase will also address any and all ancillary physical changes required by the landlord, i.e. the Port of San Francisco, as well as by regulatory agencies such as BCDC. This will likely include compliance with the Special Area Plan for this site, the potential removal of the building where Sinbad's restaurant is currently located, and development of a context sensitive design that recognizes the multitude of uses already in place at and around the Ferry Building and Plaza and other concerns and comments raised by interested parties, stakeholder, regulatory agencies and the community at large.

This item authorizes release of a Request for Qualifications for professional services to complete the Environmental Impact Report/Study (EIR/S) of the proposed expansion of ferry berthing facilities in downtown San Francisco and a separate Request for Qualifications for conceptual and final design services for this project. Selection of contractors will be based on qualifications, financial capacity, ability to meet project schedule, cost, and related factors. If approved, staff expects the following schedule:

Issue both RFQs:	November 2009
Board Award of Contracts:	February 2010
Issue Notice to Proceed:	April 2010
Environmental Analysis Complete:	January 2012

### **Financial Impact**

The release of these documents does not commit the agency to make an award, which will be the matter of subsequent Board actions. The current estimates suggest that the total cost for this environmental analysis and conceptual design work are on the order of \$2 million and will be funded from a variety of grants secured by the Authority for this purpose.

\*\*\*END\*\*\*

**MEMORANDUM**

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**TO: Board Members**

**FROM: John Sindzinski, Manager, Planning & Development**  
**Nina Rannells, Executive Director**

**SUBJECT: Award of a Professional Services Contract for Design and Engineering Services for the Central Bay Operations and Maintenance Facility**

**Recommendation**

Approve award of a professional services contract to the firm of kpff Consulting Engineers for the design and engineering of the Central Bay Operations and Maintenance Facility in Alameda and authorize the Executive Director to negotiate and execute a contract for services in an amount not to exceed \$200,000. This would include conceptual design work with the option, at WETA's sole discretion, to continue with kpff Consulting Engineers for preliminary and final design services.

**Background**

Construction of an operations and maintenance facility in the central bay is one of the core system infrastructure projects included in WETA's plans to build and sustain a regional ferry system for regular and emergency response transportation purposes. This facility would house, service and repair ferry vessels used by WETA routes serving the central bay, including Alameda/Oakland and Harbor Bay, as well as the future Oakland-to-South San Francisco and the Berkeley-to-San Francisco services. These services would require a facility large enough to accommodate 8 to 10 vessels, including those WETA will assume control of from the City of Alameda. The facility would serve as an operations base including vessel mooring, fuel storage, and an emergency operations center, a storage facility of spare parts, equipment and sundries and where running repairs could be done. Heavy duty repair or work requiring a dry dock would be contracted out to Bay Area shipyards.

In May 2008 the WETA Board authorized entering into a contract with the consulting firm of Jones + Stokes to conduct preliminary and detailed environmental assessments of up to three locations (Richmond, Alameda and the Port of San Francisco) where WETA might locate and build one or more maintenance facilities. After reviewing prior site investigation work conducted by WTA regarding potential operations and maintenance sites and discussing site options with Richmond, San Francisco and Alameda staffs, WETA staff, with assistance from Jones + Stokes, identified a site at the former Navy Pier 5 in Alameda as an ideal candidate for the agency's operations and maintenance facility. (See attachments for a site and location map.)

The Alameda site is in an industrial area with a small landside footprint immediately adjacent to the berthing site of the USS Hornet. As envisioned, the site would include a 15,000 square foot building in three stories that would house a maintenance shop, parts and sundry storage, an operations center, crew facilities and an administrative office as well as fuel storage and emergency power systems. Employee parking would be off-site

so as to minimize the footprint of the landside facility into the space available. Preliminary discussions with City staff involved with the re-use of the site, which is inside the former Navy base, have been positive with respect to lease costs and permitting issues. There appears to be enough waterside space to build a system of berthing docks and floats for 8 to 10 vessels. The location is central to the initial WETA routes and installation of fueling facilities, a critical function to the facility, appears to be feasible.

### **Discussion**

On August 6, 2009, the Board authorized staff to issue a Request for Qualifications (RFQ) for design and engineering services for building an Operations and Maintenance Facility in Alameda at Navy Pier 5. The focus of this work will be to:

- Develop detailed conceptual design work in support of the environmental studies for the Operations and Maintenance Facility;
- Complete detailed conceptual design to support the local, regional and state approvals required for the facility; and
- Prepare final design/engineering work.

On August 24, 2009, staff issued an RFQ for this work to over 410 firms on the WETA's technical consultant list through e-mail and further solicited interest through notices on the website consistent with the agency's Administrative Code and federal procurement requirements. A total of 5 Statement of Qualifications were received in response to the RFQ. The Statements of Qualifications were reviewed by an evaluation panel that included WETA staff as well as the environmental review project manager from ICF International. The review panel requested three of the proposing firms, including Creegan + D'Angelo Infrastructure Engineers, kpff Consulting Engineers, and Moffat & Nichol to provide additional information regarding their qualifications and proposals through oral interviews. These interviews were conducted on October 28, 2009.

Selection criteria for the contract award, as established within the RFQ, included the following:

- **Previous Experience** – Experience with similar projects and proven ability to develop innovative and cost-effective solutions to project challenges;
- **Team Qualifications** – Team experience working with a multi-disciplinary team of firms engaged with complex public sector marine projects;
- **References** – Satisfaction of previous clients with regard to project delivery, timeliness and budgets; and
- **Project Understanding** – Demonstration of a clear understanding of the project work as expressed in the written proposals and oral interviews.

The selection panel gave kpff Consulting Engineers the highest rating based on their ability to address all of the major issues requested by WETA, technical approach, experience with similar projects, resources, and references. Additionally, their project team demonstrated exceptional water engineering/design expertise. The proposal includes approximately 5% DBE participation for the conceptual design phase of work.

Based upon the information submitted and the supplemental interviews, the review panel recommends awarding a contract to kpff Consulting Engineers to undertake this work. The Phase I work, which is the subject of the recommended action, will develop conceptual design and engineering plans to support the environmental assessment

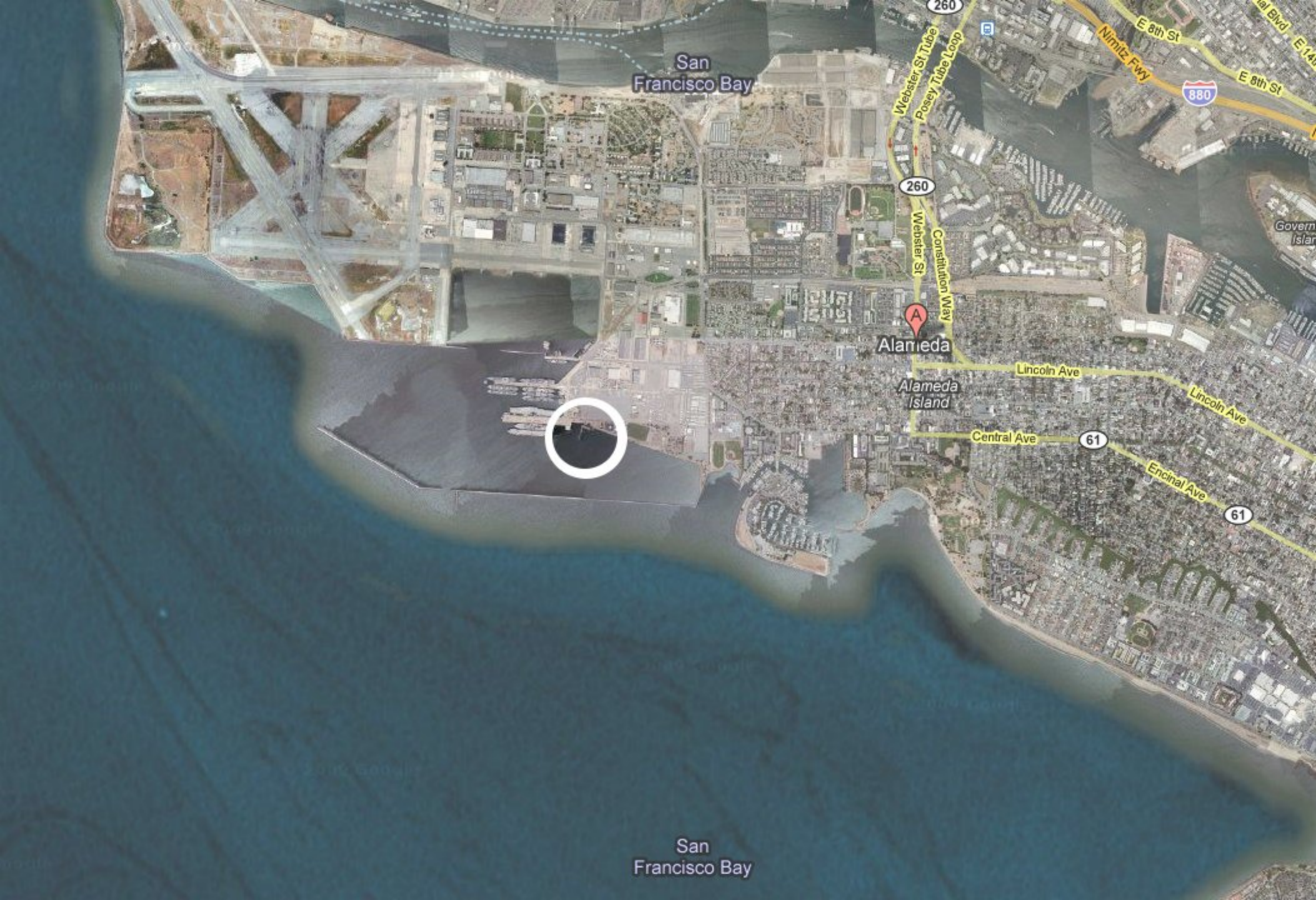
being completed by Jones + Stokes. The award of Phase I contract is not to exceed \$200,000. Actual expenditures will be based on task orders issued by WETA establishing budget limits and work requirements.

Once the Phase I conceptual design and associated environmental documents are completed, WETA would have the ability to authorize a second phase of work with kpff Consulting Engineers to finalize the engineering and design of the facilities and support project permitting requirements. Phase II work would require additional funding based on the final work scope for the project and the ultimate extent of improvements that the engineers will be tasked with designing.

**Financial Impact**

This project is included in the FY 2009/10 Capital Budget and would be funded with Proposition 1B funds.

\*\*\*END\*\*\*



San Francisco Bay

Alameda

260

880

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San Francisco Bay





W Hornet Ave