

BOARD OF DIRECTORS

LONG TERM PLANNING COMMITTEE

Tuesday, May 5, 2015

District Office at 1819 Trousdale

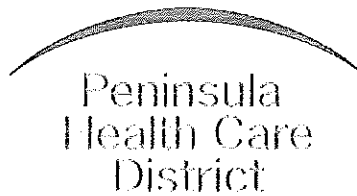
5:00-6:30 PM

A G E N D A

- 1. Call to Order – Chair Cappel**
- 2. Approval of Minutes from April 7, 2015 (Will be distributed at meeting)**
- 3. Report on National APA Meeting -Current Trends in Senior Community Development: Prakash Pinto**
- 4. Report on Meeting with Sutter Health/MPHS Leadership**
- 5. The Trousdale – Project progress report A.**
- 6. Health-focused Neighborhood – Project progress report B.**
 - a. Community Gatepath**
 - b. Mission Hospice**
 - c. David Lindeman, PhD**
- 7. Other**

Next meeting June 2, 2015, 5 PM

A.



DATE: April 16, 2015
TO: PHCD BOARD OF DIRECTORS
FROM: Joel Roos, Chris Relf, PUDC and Cheryl Fama, PHCD
RE: PHCD ASSISTED LIVING AND MEMORY CARE PROJECT AT 1600 TROUSDALE

OVERVIEW:

During the months of March and early April, the team of Smith Group, Nova Partners, PUDC and Rudolph & Sletten have met to coordinate the 1600 project for bidding and construction. The bid documents were released during the first week of April 2015 and the bids are due back at the end of April, 2015.

Abatement was completed on 1600 Trousdale in early April 2015.

Permit review continued at the City of Burlingame.

ENTITLEMENT STATUS:

The permit application for the project was submitted to the Burlingame Building Department on November 21, 2014.

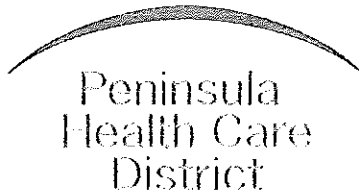
On January 6, 2015, plan check comments were received.

Plan check comments were resubmitted by the design team on February 12, 2015.

The second round of plan check was completed on March 13.

It is anticipated that the completion of plan check comments will occur on or about April 22, 2015. The plan check had been held up due to issues relating the water harvesting device and concerns expressed by the County Health Department. At this writing, we believe that the permit will be released in the third week of April

The City agreed to a release of the demolition permit. That permit will be granted during the week of April 14, 2015.



DESIGN AND CONSTRUCTION:

The design team re-submitted the permit drawings and comments on March 23, 2015 and are working with the City to have all comments addressed by the end of April. They completed the Bid Set of drawings on April 1, 2015 and are currently working on an Addenda set of drawings to address pre-bid questions and remaining constructability review items. Target date for this set is April 23, 2015.

Pantano Demolition has completed abatement on the interior of the building. Exterior abatement is scheduled to be completed April 16, 2015. PG&E has removed both the gas and electric services to the building. Demolition is slated to begin continues to perform the abatement at 1600 Trousdale. They are anticipated to be complete with abatement by March 27, 2015. PG&E is scheduled to remove the existing gas and electric service by March 26, 2015. This allows the building to be ready for demolition.

The city has allowed for us to apply for an early demolition permit. We are currently in the process of getting the required sign-off to complete the application, including City water and sewer, as well as PG&E. Demolition is tentatively scheduled to begin the week of April 20, 2015.

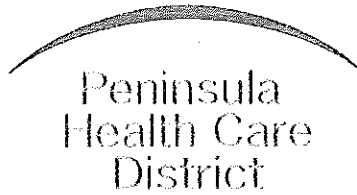
Rudolph & Sletten (R&S) is currently out to bid with all trade packages. They are currently worker with the bidders to address any pre-bid RFI's (Request for Information). R&S is working with SmithGroup to finalize the responses to the constructability review and verify all comments have been addressed and incorporated into the drawings. We anticipate receiving bids on April 30, 2015.

BUDGET STATUS:

Please find attached *Project Budget Summary dated April 16, 2015.*

A request for payment of \$53,580 for 17% of the abatement and demolition contract totaling \$332,000 was submitted by Nova on March 12, 2015.

At this writing and pursuant to the work in place as of the end of January 2014 an expenditure of \$4,610,237 or 8.34% of the total development costs had been expended (this is exclusive of the abatement invoice noted above). Of this amount, \$2,251,689 of architecture and engineering fees have been expended which represents 77% of the architecture and engineering fee. This leaves a balance of 23% of the architecture and engineering fee for the balance of construction. At this stage we would expect there to be approximately 25% of the fee in place. Therefore the architecture and engineering fees are within balance (assuming a 2% variance is within balance).



SCHEDULE:

Please find attached the *Gantt Schedule*; dated April 16, 2015. This schedule, prepared by Nova Partners focusses on the construction of the project.

30 Day Recap and a 90 day look ahead:

30 (60) Day Recap:

March 2015

- Abatement is completed.
- PG&E Removal of Gas and Power completed.
- Subcontractor Prequalification and preparation of final bidders list.

90 Day Look Ahead:

April 2015

- Final design coordination and constructability review
- Bidding of trades
- Permit issued
- Demolition of 1600 Trousdale
- Archeological investigation to commence

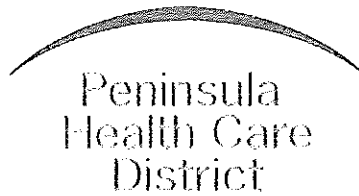
May 2015

- Presentation of final construction budget
- Commencement of Construction
- Off-site Trailer setup and mobilization
- Site demolition and excavation

June 2015

- Mass excavation and off-haul
- Shoring of basement walls
- Design build subcontractors commence design

B.



DATE: April 16, 2015
TO: PHCD BOARD OF DIRECTORS
FROM: Joel Roos, Prakash Pinto and Cheryl Fama, PHCD
RE: MARCO POLO MASTER PLAN PROJECT

OVERVIEW:

The month of March and beginning of April was focused fine tuning the design and having the Board weigh in the direction of the design.

A Board Meeting was held on April 11, at which time the proposed project was reviewed and critiqued by the Board.

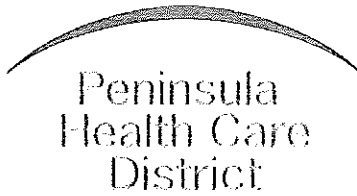
The objective is to complete the initial design work by the end of May and then to develop the project description in the month of June. The Project Description will be submitted to the City at which time the entitlement process will be initiated.

PLANNING

- Proposed programs have been tested in land matrix (Joel and Prakash) for positive economic return.
- Presentation of current Master Plan was presented to Community Gatepath CEO and two Board Members for review. There is great interest on moving forward on the land appraisal and integrating their programs into the Master Plan. Pinto+Partners will work with their staff to refine proposed 30,000 sq. ft. program and how best it can be accommodated on the site.
- Progress still on schedule for development of written Project Description by early June.
- Meeting to review current Master Plan with Hospital (Jeff Girard and Janet Wagoner) is set for April 29.

TRAFFIC

- Traffic Study by Fehr Peers is on-going. Initial study shows minimal impact of proposed project on the surrounding neighborhoods.
- Key intersections along Trousdale (Marco Polo Way and Ogden) have been studied for solving current traffic conflicts. A preferred solution was presented and discussed at the April 7 Long Term Planning Committee Meeting.
- Shared parking with Hospital is still strongly recommended by Fehr Peers as a way to alleviate the demand for building new parking- especially in the early phases of the Master Plan.



LANDSCAPE ARCHITECTURE

- Existing trees on site are to be tagged by Arborwell and studied for possible retention or replacement as per recommendations by Bava Associates (Landscape Architect).
- Preliminary site design guidelines were presented to the Long Term Planning Committee for discussion at the April 7, 2015 meeting. Comments are being incorporated.

OUTREACH AND ENTITLEMENTS:

- Candace Hathaway is currently developing specific talking points of the Master Plan project to help better inform the public about the vision, goals, and specifics of the Master Plan.
- The development team of Fama, Pinto, Roos and Hathaway presented the initial design before the Planning Commission and the City Council on March 7, 2015.
- The session went as planned. While no vote or decision took place, the support for the project was universal.
- Pursuant to the development of the project description and Master Plan II design, the project will be bid out (by the City) to EIR consultants. An EIR consultant should be contracted with (by the City) by the end of June 2015 to the beginning of July 2015.

BUDGET:

There is nothing new to report on the Marco Polo budget. A cash flow and budget for the duration of the project is being developed and will be presented in detail in May.

SCHEDULE


You will find attached the **Marco Polo Draft Schedule** dated **March 16, 2015**. The Draft Schedule provides the macro level schedule and task list for the duration of the entitlements. At this writing we are projecting an entitled project during the fourth quarter of 2016.

Please find below the 30 Day Review and the 120 Day Look Ahead Schedule:

30 Day Review

March

- On March 7, 2015 the development team will present the proposed plan to the Planning Commission and City Council at the joint session.
- Master Plan II design will commence



Peninsula
Health Care
District

120 Day Look Ahead Schedule

April

- Master Plan II design continues
- Design Guidelines continues

May

- Pursuant to the joint session noted above, the Project Description is to be developed over a three month period and submitted to the City in late May to early June. The CEQA/EIR work will be bid out to CEQA/EIR consultants in June.

June

- The Project Description will be submitted to the City and the EIR project will be bid out (by the City) to environmental engineers.