

YERBA BUENA GARDENS  
CONSERVANCY

**SPECIAL MEETING**  
Executive Committee of the Board of Directors

**Wednesday, June 24, 2020 from 12:00 – 1:30 pm**

**VIA ZOOM**

Meeting ID: 88304555422  
Password: 648854

All Yerba Buena Gardens Conservancy Board meetings are open to the public. Attendees may address the Board on items appearing on the agenda during the discussion of those items, and may also address the Board on items not on the agenda during the General Public Comment period, so long as the matters addressed fall within the scope of the Board's authority. Each speaker shall have up to 2 minutes to address the Board.

PLEASE NOTE: The times listed next to each agenda item are suggestions only. The Conservancy reserves the right to take up any agenda item at any time after the posted meeting time, and in any order, at the discretion of the Chair or by a vote of a majority of the members present.

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**AGENDA**

**A. CALL TO ORDER**

**B. GENERAL PUBLIC COMMENT**

**C. APPROVE** minutes.

**D. RECEIVE UPDATE/DISCUSS** Gardens Management Transition.

**E. REVIEW/DISCUSS/APPROVE** interim subcontractor agreements:

- a. Agreement with **EPIC Security Works for Security Services** for the period July 1, 2020-December 31, 2020 at a base rate of \$33/hour estimated expenditure of \$500,135.
- b. Agreement with **ABM Industry Groups** LLC for Gardens Janitorial Services for the period July 1, 2020-December 31, 2020 at a base rate of \$52.21/hour for a total expenditure of \$247,944.
- c. Agreement with **Gardner's Guild** Inc for Landscaping Services for the period July 1, 2020-December 31, 2020 at a monthly fee of \$23,321 plus additional services as bid per proposal total budget expenditure of up to \$139,926.
- d. Agreement with **Waste Busters** for Gardens Trash Sorting and Diversion Services for the period July 1, 2020-December 31, 2020 at a rate of \$50/hour for a total expenditure of \$36,499.98
- e. Agreement with **Tekx** for Gardens IT Services for the period July 1, 2020-December 31, 2020 at a rate of \$2,364/month for a total expenditure of \$14,184.

**F. REVIEW/DISCUSS/APPROVE** Collective Bargaining Adoption Agreement with **International Union of Operating Engineers, Stationary Engineers Local 39 Stationary** for the period July 1, 2020-June 30, 2024.

**G. REVIEW/DISCUSS/APPROVE** Capital Project Tri Party Adoption Agreements:

- a. Tri Party Adoption Agreement for CDC/CCM waterproofing project with **Agbayani Construction Company and MJM Management** for original contract amount of \$2,898,957, with contracted

billing of \$2,023,021.43 remaining

- b. Tri Party Adoption Agreement for CDC/CCM waterproofing project with **Building Envelope Technology and Research and MJM Management** for original total bid of \$437,458.88 with 116,028.46 projected remaining

- H. **REVIEW/DISCUSS/APPROVE** exercising the second one-year Discretionary Extension to **Yerba Buena Gardens Programming Agreement with Yerba Buena Arts and Events** extending the term through June 30, 2021.
- I. **REVIEW/DISCUSS/APPROVE** entering into service agreements between the Yerba Buena Gardens Conservancy and Gardens Tenants for engineering services and utilities.
  - a. Agreement between Yerba Buena Gardens Conservancy and **Children’s Creativity Museum** for engineering services and utilities.
  - b. Agreement between Yerba Buena Gardens Conservancy and **South of Market Child Care Center** for engineering services and utilities.
  - c. Agreement between Yerba Buena Gardens Conservancy and **VSC Sports Ice Skating and Bowling Center** for engineering services and utilities.
  - d. Agreement between Yerba Buena Gardens Conservancy and **Samovar** Restaurant for on call engineering services and utilities.
  - e. Agreement between Yerba Buena Gardens Conservancy and **B restaurant** for on call engineering services and utilities.
- J. **RECEIVE UPDATE/DISCUSS** COVID 19 and organizational impact.
  - a. RECEIVE UPDATE on financial impact from COVID 19 on the FY 19/20 forecast and FY 20/21 Budget.
  - b. DISCUSS City Administrator June 2020 Memo on Tenant Lease Obligations within City Owned Buildings.
  - c. DISCUSS request to assist Conservancy restaurants and small business tenants’ rents by authorizing additional delay, waiver in rent payment or lease restructure.
- K. RECEIVE UPDATE/DISCUSS on Board Nominating and Audit Committee Progress
- L. **REVIEW/DISCUSS** July Board Meeting Date and Agenda.
- M. **REVIEW/DISCUSS** FY 20/21 Board Meeting Calendar.
- N. **REVIEW/DISCUSS** Marketing, PR and website updates.
- O. **ADJOURN**

**Upcoming Meetings**

Executive Committee of the Board of Directors  
TBD