



## Memorandum

### AGENDA ITEM 6

**DATE:** November 20, 2025

**TO:** Transportation Authority Board

**FROM:** Carl Holmes – Deputy Director for Capital Projects

**SUBJECT:** 12/09/2025 Board Meeting: Authorize Increase in the Amount of Professional Services Contract with Mark Thomas & Company by \$300,000, to a Total Amount Not to Exceed \$2,204,250, for the Design Phase for the I-280 Ocean Avenue Off-Ramp Project

**RECOMMENDATION** ☐ Information ☒ Action

- Increase the amount of professional services contract with Mark Thomas & Company by \$300,000, to a total amount not to exceed \$2,204,250 for the design phase for the I-280 Ocean Avenue Off-Ramp Project (Project).
- Authorize the Executive Director to negotiate and modify agreement payment terms and non-material terms and conditions.

**SUMMARY**

The Transportation Authority has an existing professional services contract with Mark Thomas & Company for design and engineering for the Project, which will realign the existing southbound off-ramp from a free flow right turn to a signalized intersection to reduce traffic merging conflicts and improve safety for all road users. The project area supports a high volume of pedestrian traffic due to its proximity to the Balboa Park BART and Muni stations, City College of San Francisco (City College), and destinations in the vicinity of the Balboa Park neighborhood.

In May 2022, through Resolution 22-53, the Board awarded a two-year professional services contract in the amount of \$1,850,000 to Mark Thomas & Company to provide design and engineering services and Caltrans right-of-way approval for the Project. We completed design plans up to 95% in June

- ☐ Fund Allocation
- ☐ Fund Programming
- ☐ Policy/Legislation
- ☐ Plan/Study
- ☐ Capital Project Oversight/Delivery
- ☐ Budget/Finance
- ☒ Contract/Agreement
- ☐ Other: \_\_\_\_\_



2025 and sent them to Caltrans, San Francisco Public Works (SFPW) and SFMTA for review. Concurrent with a Prop L request for additional funds (under a separate agenda item), we are now seeking to increase the amount of the Mark Thomas & Company contract by \$300,000 to complete the design phase and ready the project for construction by preparing bid documents for advertising. This includes responding to Caltrans and City agency comments to finalize design plans, preparing final bid documents, performing utility potholing in advance of construction and coordinating on right-of-way issues with City College.	
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## **BACKGROUND**

The I-280 Ocean Ave Off-Ramp Improvement project will realign the I-280 southbound Ocean Avenue off-ramp to a signalized, T-intersection with crosswalks and curb ramps to improve multi-modal safety. The current configuration of the southbound off-ramp intersection with Ocean Avenue creates potential conflicts between multi-modal users. The current configuration is a single-lane, free-right turn onto westbound Ocean Avenue just prior to the intersection with Howth Street. The ramp becomes a new rightmost lane as it joins westbound Ocean Avenue. When vehicles on westbound Ocean Avenue attempt to shift to the right lane immediately past the ramp merge area to turn right at Howth Street into City College, they are required to merge with vehicles exiting the off-ramp over a short distance of approximately 150 feet. Bicyclists at this location also experience merging conflicts with vehicles exiting the freeway. Ocean Avenue is the primary east-west bicycle route in the area, with a mix of Class II bicycle lanes and Class III bicycle routes in each direction.

The project area supports a high volume of pedestrian traffic due to the vicinity of the Balboa Park BART and Muni stations. Additionally, there are pedestrian destinations in the vicinity of the Balboa Park neighborhood, such as City College, Lick-Wilmerding High School, Balboa Park, and neighborhood retail along Ocean Avenue to the west of the college. The current ramp configuration requires pedestrians traveling along the northern side of Ocean Avenue to cross the southbound I-280 off-ramp at an uncontrolled crosswalk where vehicles exit the freeway at high speeds with limited sight distance of pedestrians crossing the off-ramp.



## **DISCUSSION**

**Contract Update.** In May 2022, the Board awarded a two-year professional services contract in the amount of \$1,850,000 to Mark Thomas & Company to provide design and engineering services and Caltrans right-of-way approval for the Project. The start of design was delayed until September 2023 due to the need for additional environmental investigation of an abandoned landfill next to the off-ramp and methane within the landfill which may be released during construction. The project team took additional geotechnical borings that indicated that the hazardous material level of risk may be mitigated during construction. The team also redesigned the geometric layout and retaining wall structural system to avoid the landfill as much as possible.

During the design phase, the project team also conducted a survey of the site and discovered that portions of the existing sidewalk along Ocean Avenue and portions of the westbound travel lane are within City College right-of-way. Caltrans later requested that the project team coordinate with City College on right-of-way before Caltrans issue the encroachment permit necessary to finish the design phase.

The Transportation Authority amended the Mark Thomas & Company contract in June 2025 for an additional \$54,250, to a total amount not to exceed \$1,904,250, for community outreach to address construction impact, traffic congestion, and bicycle improvements. The project team presented the public outreach process to the Board in June 2025.

The project team is also coordinating with SFMTA on improvements to Ocean Avenue. SFMTA plans to install bike lanes on Ocean Avenue along with improvements and will also be involved in traffic signal timing for westbound traffic when the project realigns the off-ramp to a signalized intersection. Additional coordination with SFMTA will be necessary due to the K-line on Ocean Avenue. The project team is also working closely with SFPW on street improvements and with San Francisco Public Utilities Commission (SFPUC) on streetlighting and stormwater issues.

If the requested contract amendment and concurrent funding request are approved, the project team anticipates completing the design phase and bid documents, as well as coordinating with City College on right-of-way in order to obtain a Caltrans encroachment permit by Fall 2026. Construction could begin as soon as funding is secured. The estimated construction cost based on 95% design is about \$18 million.



To date, Mark Thomas & Company has exceeded its 15% Disadvantaged Business Enterprise (DBE)/Small Business Enterprise (SBE) goal and maintained a 11.6% DBE/SBE participation through June 30, 2025, from multiple sub-consultants including Parikh Consultants Inc. (DBE) and Civic Edge Consulting (DBE).

The proposed amended scope of work is provided in Attachment 2.

**Funding.** The design phase of the Project was initially funded by \$1,050,000 in Senate Bill 1 (SB 1) Local Partnership Program (LPP) funds and \$1,050,000 in Prop K funds. The scope for this phase included development of the plans, specifications, and construction cost estimate and various technical documents. The LPP funds, and the required dollar-for-dollar Prop K match, were fully expended by June 30, 2025, per timely use of funds requirements of the LPP grant. The project team completed design plans in June 2025 and sent them to Caltrans, SFPW, and SFMTA for review. As noted above, concurrent with a Prop L request for additional funds, which is a separate item on this agenda, we are seeking to increase the amount of the Mark Thomas & Company contract by \$300,000 to complete the design phase and final bid documents, to perform utility potholing in advance of construction, and coordinate on right-of-way issue with City College.

## **FINANCIAL IMPACT**

The proposed contract amendment will be funded by a concurrent Prop L appropriation request and will increase the contract budget by \$300,000 for a total amount not to exceed \$2,204,250. We will include this year's activities in the Fiscal Year 2025/26 mid-year budget amendment and sufficient funds will be included in future year budgets to cover the remaining cost of the contract.

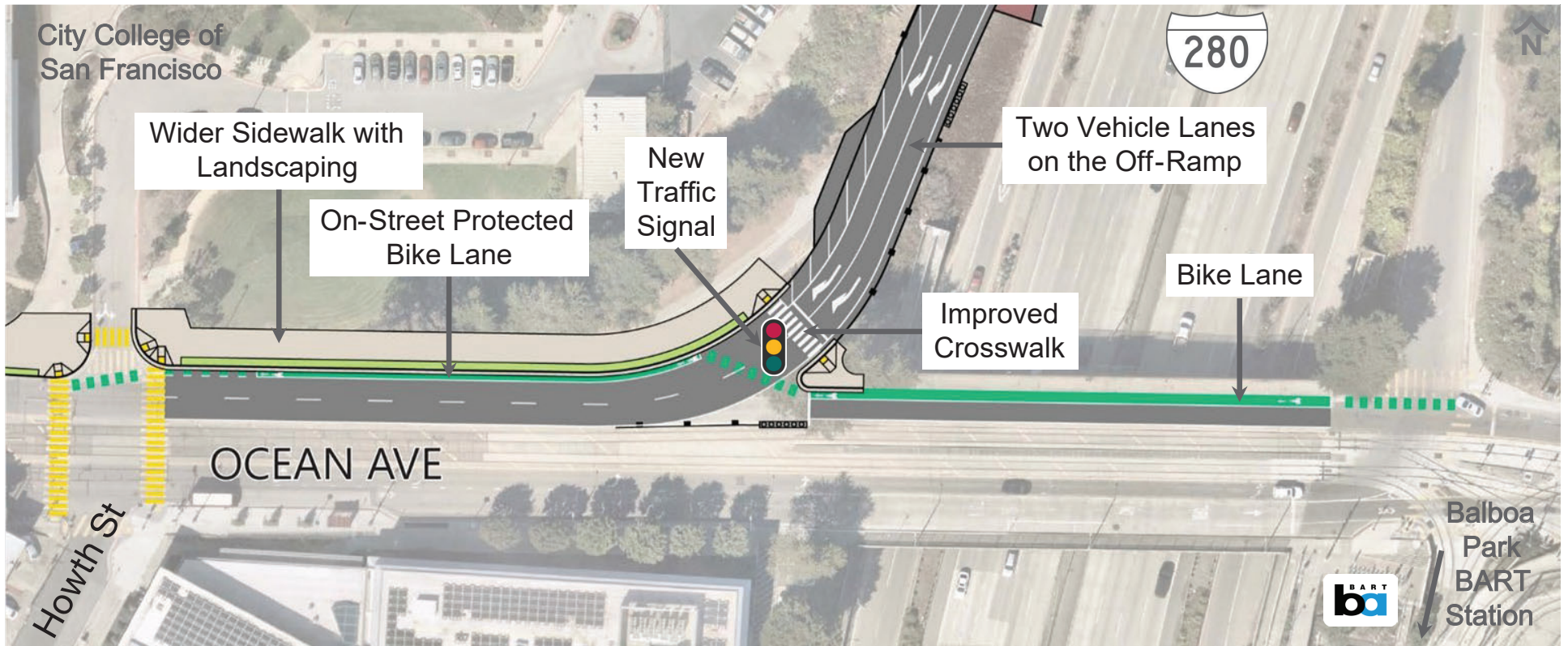
## **CAC POSITION**

The Community Advisory Committee considered this item at its November 19, 2025 meeting and unanimously adopted a motion of support for the staff recommendation.

## **SUPPLEMENTAL MATERIALS**

- Attachment 1 – Ocean Ave Project Map
- Attachment 2 – Scope of Services
- Attachment 3 – Resolution

# Project Map



San Francisco  
County Transportation  
Authority

## **Attachment 2**

### **Scope of Services**

Consultant shall complete the following work to complete the design phase and bid documents:

- Project Management - Inclusive of project coordination and Baseline Construction Schedule for Bid Advertisement
- Final Bid Documents - Inclusive of Approved design drawing and Specification documents for construction advertisement
- Utility coordination and potholing to finalize design documents
- ROW Transfer Process between SFDPW and City College
- Construction Cost Estimate and Funding Strategy
- City Department design review and permit approval process

This project was a recommendation of the Balboa Park Station Area Circulation Study in 2014 which included the Transportation Authority, SFMTA, Caltrans, and BART. That study conducted two rounds of outreach and received support from the community to improve traffic circulation. Additional information can be found at <https://www.sfcta.org/projects/balboa-park>.

This project is planned to start construction in Summer 2028 and finish construction in late 2030. Although the design is expected to be completed by Summer 2026, there is a 2-year gap between design and construction to allow time to secure full funding and right of way access. If full construction funding is secured earlier then construction could start in Summer 2027 and save 1 year of escalation cost.

The project team is coordinating closely with City College of San Francisco which is adjacent to the project location and providing progress updates quarterly. The project team is also working closely with Caltrans to complete the PS&E phase approvals for areas within Caltrans right-of-way. Caltrans approved the project approval and environmental document (PA&ED) phase and is now providing oversight of the design phase. Upon completion of construction, Caltrans will take ownership of the facility. Portions of the project within City Right of Way will be approved by DPW and MTA.



RESOLUTION AUTHORIZING AN INCREASE IN THE AMOUNT OF PROFESSIONAL SERVICES CONTRACT WITH MARK THOMAS & COMPANY BY \$300,000, TO A TOTAL AMOUNT NOT TO EXCEED \$2,204,250; AND AUTHORIZING THE EXECUTIVE DIRECTOR TO NEGOTIATE AND MODIFY CONTRACT PAYMENT TERMS AND NON-MATERIAL TERMS AND CONDITIONS, FOR THE DESIGN PHASE FOR THE I-280 OCEAN AVENUE OFF-RAMP PROJECT

WHEREAS, The Transportation Authority has an existing professional services contract with Mark Thomas & Company for design and engineering for the I-280 Ocean Avenue Off-Ramp Project (Project), which will realign the existing southbound off-ramp from a free flow right turn to a signalized intersection to reduce traffic merging conflicts and improve safety for all road users; and

WHEREAS, The project area supports a high volume of pedestrian traffic due to of its proximity to the Balboa Park BART and Muni stations, City College of San Francisco (City College), and destinations in the vicinity of the Balboa Park neighborhood; and

WHEREAS, In May 2022, through approval of Resolution 22-53, the Board awarded a two-year professional services contract in the amount of \$1,850,000 to Mark Thomas & Company to provide design and engineering services and Caltrans right-of-way approval for the Project; and

WHEREAS, The Transportation Authority amended the Mark Thomas & Company contract in June 2025 for an additional \$54,250, to a total amount not to exceed \$1,904,250, for community outreach to address construction impacts, traffic congestion, and bicycle improvements; and

WHEREAS, The Transportation Authority completed design plans in June 2025 and sent them to the California Department of Transportation, San Francisco Public Works, and the San Francisco Municipal Transportation Agency for review; and

WHEREAS, Concurrent with a Prop L request for additional funds,



Transportation Authority staff recommends increasing the amount of the contract budget with Mark Thomas & Company by \$300,000, for a total amount not to exceed \$2,204,250, to complete the design phase of the Project, which includes finalizing design plans, preparing final bid documents, performing utility potholing in advance of construction, and coordinating on right-of-way issues with City College; and

WHEREAS, The scope of work described here will be included in the Fiscal Year 2025/26 mid-year budget amendment, and sufficient funds will be included in future fiscal year budgets to cover the remaining cost of the contract; and

WHEREAS, The proposed contract amendment will be funded by Prop L funds; and

WHEREAS, At its November 19, 2025, meeting, the Community Advisory Committee was briefed on and unanimously adopted a motion of support for the staff recommendation; now, therefore, be it

RESOLVED, That the Transportation Authority hereby authorizes an increase in the amount of professional services contract with Mark Thomas & Company by \$300,000, to a total amount not to exceed \$2,204,250, for the Design Phase for the I-280 Ocean Avenue Off-Ramp Project; and be it further

RESOLVED, That the Executive Director is hereby authorized to negotiate contract payment terms and non-material contract terms and conditions; and be it further

RESOLVED, That for the purposes of this resolution, "non-material" shall mean contract terms and conditions other than provisions related to the overall contract amount, terms of payment, and general scope of services; and be it further

RESOLVED, That notwithstanding the foregoing and any rule or policy of the Transportation Authority to the contrary, the Executive Director is expressly authorized to execute agreements and amendments to agreements that do not cause the total agreement value, as approved herein, to be exceeded and that do not expand the general scope of services.