

Presidio Trust Board of Directors Meeting
March 28, 2018
Minutes

Attending Board Members:

Lynne Benioff
Paula Collins
Bill Grayson
Marie Hurabiell
John Keker
Mark Pincus
Todd Willens

Participating Staff Members:

Michael Boland
Carla Carvalho-DeGraff
Jean S. Fraser
Fran Gonek
Nancy J. Koch
Mollie Matull

Chairperson Keker called the meeting to order at 2:10 p.m.

Actions taken:

- Approved: Establish Doyle Drive Phase 3 capital project and transfer of funds from the Operating Budget to the Capital Budget
- Approved Consent Agenda:
 - Minutes from January 25 Board Meeting
 - Amendment to Governance Committee Charter
 - Amendment to Audit Committee Charter
 - Amendment to Procurement policy
 - 2018 public Board meeting schedule
 - Gorgas Warehouses rehabilitation contract with Nibbi Brothers (\$12,900,000)
- Approved: Bill Grayson as Vice Chair
- Approved: Fort Scott Request for Concept Proposals Review Process
- Approved: Tunnel Tops project related contracts with Swinerton Builders and James Corner Field Operations (respectively, \$6,153,000 and \$5,172,000) for pre-construction and design activities

Discussion items:

Swearing in of Marie Hurabiell

Ms. Koch administered the oath of office to Director Hurabiell, who President Trump appointed to serve as a Trust Director.

Executive Session with CEO

The Board met in executive session with Ms. Fraser.

Attorney/Client Privileged Briefing: Doyle Drive dispute

The Board received a privileged briefing from, and under the supervision of, Trust General Counsel Koch concerning the Doyle Drive dispute.

Doyle Drive Phase 3 capital project

Mr. Boland presented staff's proposal to create and fund a Doyle Drive Phase 3 capital project using \$5M currently held in the FY18 Maintenance Contingency of the operating budget. This fund will be used to complete design, engineering and pre-construction services for Quartermaster Reach, develop designs for other areas impacted by the Doyle Drive project, and issue contracts to maintain the un-repaired sites turned over by Caltrans in a safe and stable interim condition until construction begins. After discussion, and upon motion duly made and seconded, the Board unanimously voted to create and fund the Doyle Drive Phase 3 capital project with \$5 million transferred from the operating budget to the capital budget.

Consent Items

Upon motion duly made and seconded, the Board unanimously approved the following items on the Consent agenda:

- Minutes from January 25 Board Meeting (see Exhibit A)
- Amendment of the Governance Committee Charter (see Exhibit B)
- Amendment of the Audit Committee Charter (see Exhibit C)
- Amendment to the Procurement policy (see Exhibit D)
- Holding public board meetings in July and September of 2018 while closing the remaining FY18 Trust Board meetings
- Gorgas Warehouses rehabilitation contract with Nibbi Brothers not to exceed \$12,900,000

CEO Report

Ms. Fraser updated the Board on work directed toward advancing our three strategic goals. Her written report is attached as Exhibit E.

Election of the Vice Chairperson

The Governance Committee nominated Bill Grayson to serve as the Board's Vice Chairperson. The position was vacant because Director Reilly's term had expired and Reilly had been replaced by Director Hurabiell. After accepting the nomination, Director Grayson left the meeting. Following discussion, upon motion duly made and seconded, the Board unanimously designated Bill Grayson to serve a two year term as Vice Chairperson. Director Grayson rejoined the meeting.

Governance Committee Report

Director Benioff described several changes being implemented that will allow increased Board focus on strategic issues. These changes include using a Consent Agenda, 12-month rolling calendar, Board Meeting agenda template, and Board decision log. The Board directed staff to include an open session on each meeting agenda providing Directors with an opportunity to ask questions and brainstorm about future topics of interest. Staff was directed to present a summary of progress against strategic initiatives over the preceding 12 months at the Board's next retreat. The summary should also include a 12 month look ahead for major initiatives.

Audit Committee Report

Director Grayson reported that the Audit Committee is focused on Trust compliance with the Federal Information Security Management Act (FISMA) and risk management. He expects to conduct monthly calls with Grant Thornton and Ms. Carvalho-DeGraff. He invited Director Willens to participate in the monthly calls.

Business Matters: Fort Scott Request for Concept Proposals (RFCP) Review Process

Ms. Gonek reported on the outreach process used to encourage interest in the RFCP. Ms. Fraser then presented the proposed process for evaluating concept proposals submitted. The process is designed to ensure clarity and transparency. After discussion, and upon motion duly made and seconded, the Board unanimously approved the Fort Scott RFCP process in Exhibit F with one amendment: Directors will have an opportunity to submit questions to proposers before the first public meeting for them to respond to at the meeting. Director Benioff excused herself from the discussion and vote on this matter but returned to the meeting for the remaining agenda items.

Business Matters: Tunnel Tops design and early construction contracts

This item was removed from the Consent Agenda at the request of Director Collins. Director Collins asked about the Trust's practice for engaging women or minority-owned business enterprises in its large construction projects. Mr. Boland responded that the Trust considers the practice of general contractor bidders for Trust work. For example, the main Tunnel Tops project contractor has strong requirements for using women and minority-owned business enterprises. The Board directed staff to develop a Trust policy regarding requiring contractors' use of women and minority-owned business enterprises. Staff will also consider a Trust policy on supporting locally owned businesses.

Thereafter, upon motion duly made and seconded, the Board unanimously approved entering a contract with: 1) Swinerton Builders for \$6,153,000 covering pre-construction services, construction administration and long-lead construction activities; and 2) James Corner Field Operations for \$5,172,000 covering design services.

Environmental Stewardship “Deep Dive” Strategy Discussion

This “deep dive” discussion allowed Directors to consider and provide guidance concerning the Trust’s work to meet its environmental stewardship strategic goal. Mr. Boland framed the discussion by noting that the Trust must focus on both sustainable municipal services management and sustainable park management. This presents opportunities for both synergies and tensions. After reviewing the Trust’s long term goal, he led a discussion concerning the 2023 targets for increasing biodiversity scores, lowering greenhouse gas emissions, reducing use of drinking water for irrigation and reducing waste sent to landfill.

The Directors discussed each target, and provided guidance on a series of questions about the Trust’s environmental stewardship work.

The following guests attended the “deep dive” discussion: Sharon Farrell – Golden Gate National Parks Conservancy staff, Alison Forrestel – NPS/GGNRA staff, Lew Stringer and Aimee Vincent – Presidio Trust staff.

Annual Ethics Training

Andrea Andersen, our Designated Agency Ethics Official, conducted the Board’s annual ethics training.

The meeting was adjourned by Chairperson Keker at 6:07 p.m.

Exhibit A

**Presidio Trust Board of Directors Meeting
January 25, 2018
Minutes**

Attending Board Members:

Lynne Benioff
Paula Collins
John Keker
Mark Pincus
Janet Reilly
Todd Willens

Participating Staff Members:

Michael Boland
Jean S. Fraser
Fran Gonek
Patrick Hannan
David Houser
Nancy J. Koch
Mollie Matull

Guests:

Ned Morse, Boston Consulting Group
Henning Streubel, Boston Consulting Group

Chairperson Keker called the meeting to order at 10:07 a.m.

Actions taken:

- Approved: Minutes of 13 November 2017 Board Meeting, open and closed sessions.
- Approved: Recommendations proposed by Boston Consulting Group concerning various governance matters and processes including disbanding all existing standing Board Committees other than the Governance and Audit Committees.
- Approved: Membership of Audit Committee - Bill Grayson (chair), Todd Willens
- Approved: Membership of Governance Committee – Lynne Benioff (chair), Paula Collins, Janet Reilly
- Approved: Vision Statement, Strategic Goals and Five Year Targets.

Discussion items:

Approval of 13 November 2017 Minutes

Upon motion duly made and seconded, the Board unanimously approved Minutes for the 13 November 2017 Board Meeting.

Fort Scott Request for Concept Proposal (RFCP)

Staff sought clarification concerning the applicant pool eligible to respond to the RFCP for the Ft. Scott development project. Upon motion duly made and seconded, the Board voted unanimously to include both public and private domestic academic institutions within the eligible applicant pool.

Review and Approval of Governance Recommendations: Ms. Benioff presented recommendations generated by the Boston Consulting Group (BCG) and endorsed by the Governance Committee to enhance the efficiency and effectiveness of the Board and staff. Mr. Kecker indicated his intent to implement several process recommendations for future Board meetings including using a consent agenda and establishing a regular meeting agenda format and duration. Agendas will be set by the Board chair, in consultation with the CEO and input from other Board members.

After discussion, the Directors agreed to adopt BCG's recommendation to establish a rolling 12-month meeting calendar and implement an annual cycle for Board planning and oversight activities to ensure that key strategic issues are timely and fully considered.

Upon motion duly made and unanimously approved, the Board voted to continue the Audit and Governance Committees but to eliminate all other standing Board committees (Finance and Real Estate, Programs). Ad Hoc committees focusing on specific projects or issues will be established as needed. The Board approved membership of those committees as follows:

Audit Committee– Bill Grayson (Chair), Todd Willens

Governance Committee – Lynne Benioff (Chair), Paula Collins, Janet Reilly

Mr. Kecker is an ex officio member of both these committees pursuant to Trust Bylaws.

The Directors will assess the effectiveness of the governance decisions made at this meeting.

Review and approval of Vision Statement, Revised Goal Descriptions and Five Year Targets

Ms. Fraser presented a new vision statement, plus revisions to the strategic goals and the five year targets supporting those goals for the Board's consideration. After discussion, and upon motion duly made and seconded, the Board unanimously approved the following Vision Statement:

The Presidio is a model national park in an urban setting, where people from all walks of life find inspiration, recreation, joy, and relaxation in the Presidio's thriving plants and wildlife, our inviting outdoors and scenic vistas, our compelling stories of the Presidio's natural, human, and military history, and our beautifully preserved historic buildings, artifacts, and landscapes. And our talented staff members leave work each day proud that our service is excellent, our finances are strong, our operations promote the health of the environment, and the park is safe for humans and wildlife.

Thereafter, upon motion duly made and seconded, the Board unanimously approved the following Strategic Goals:

1. Goal #1: *As a national park, the Presidio will be visited and loved by all.*
2. Goal #2: *The Presidio Trust will be a model of environmental stewardship.*
3. Goal #3: *The Presidio Trust will exemplify operational excellence in public service.*

Finally, upon motion duly made and seconded, the Board unanimously approved the five year targets linked to each of the Strategic Goals. These five year targets are stretch goals intended to motivate staff to think big. An annual Objectives and Key Results system will nest underneath the targets to focus staff efforts on specific, near term deliverables that will drive toward our goals.

Executive Session

The Directors met in Executive Session.

The meeting was adjourned by Chairperson Kecker at 5:15 p.m.

Exhibit B

THE PRESIDIO TRUST GOVERNANCE COMMITTEE CHARTER

The purpose of the Governance Committee (“Committee”) is to assist the Presidio Trust Board of Directors (“Board”) in its responsibility for ensuring the creation and implementation of effective Board processes, structure and roles, committee development, Board evaluation, and evaluation of the Presidio Trust (“Trust”) Chief Executive Officer (CEO). The Committee may also carry out other duties as directed by the Board.

I. STRUCTURE AND ORGANIZATION

1. The Committee shall consist of at least two members of the Board. Committee members and the Committee Chair serve at the pleasure of the Board.
2. The Committee shall meet at least semi-annually, and more often as necessary, to act promptly on any matter within this Charter.

II. RESPONSIBILITIES

1. The Committee will ensure that new Board members receive appropriate orientation and training.
2. The Committee periodically will evaluate the performance and effectiveness of the Board and its committees, including a review of their governance practices and a review of the size, structure and composition of the committees.
3. The Committee will nominate candidates to serve as Chairperson and Vice Chairperson of the Board pursuant to a process determined by the Committee.
4. Annually, the Committee will oversee the CEO's performance. The Committee shall recommend to the Board the amount and type of compensation for the CEO and periodic adjustments thereto.
5. The Committee will consult with the CEO and staff as appropriate concerning significant Human Resources policies.
6. Periodically, the Committee will report to the Board on Committee matters and present recommendations to the Board on matters within the scope of this Charter.
7. The Committee will periodically review and assess its performance and the adequacy of this Charter. As needed, the Committee may propose revisions of this Charter to the Board.

Nothing in this Charter shall be interpreted as inconsistent with the Presidio Trust Act or the Bylaws of the Presidio Trust.

Exhibit C

THE PRESIDIO TRUST AUDIT COMMITTEE CHARTER

The purpose of the Audit Committee ("Committee") is to assist the Presidio Trust ("Trust") Board of Directors ("Board") in its oversight responsibilities relating to the integrity of the Trust's financial statements, audit and audit related functions, and enterprise risk management. The Committee may also carry out other duties as directed by the Board.

I. STRUCTURE AND ORGANIZATION

1. The Committee shall consist of at least one Board Director who has financial expertise, but all Committee members must be or become financially literate. Exceptions to this

- requirement must be approved by the Board. The Committee will make diligent efforts to gain access to necessary financial management expertise.
2. The Committee shall meet at least semi-annually or more often as necessary to act promptly on any matter within this Charter.
 3. Committee members and the Committee Chair shall serve at the pleasure of the Board.

II. RESPONSIBILITIES

A. Responsibilities Related to the Trust's Independent Financial Audit

1. The Committee will review and approve the appointment, replacement, reassignment or dismissal of the independent financial auditor. The independent financial auditor will report directly to the Committee.
2. The Committee will review the audit plan with Trust staff and the independent auditor. The Committee is authorized to evaluate the qualifications, performance and independence of the independent financial auditor and evaluate and approve the scope of audit services and related fees.
3. The Committee will review with the independent financial auditor matters relating to the conduct of the audit, including any problems or difficulties encountered in the course of the audit work, any restrictions on the scope of activities or access to requested information, and any significant disagreements with management.
4. The Committee will meet with Trust staff and the independent financial auditor in separate sessions to discuss any matters that the Committee or the above-named parties believe should be discussed privately with the Committee.
5. The Committee will ensure that direct meetings occur with the independent financial auditor and the Board as appropriate.
6. The Committee will review and discuss with Trust staff and the independent financial auditor accounting policies, significant financial reporting issues and judgments made in connection with the preparation of the Trust's financial statements, including any significant changes in the Trust's selection or application of accounting principles.

B. Responsibilities Related to the Trust's Internal Audit Function

1. The Committee will review at least annually the internal audit function of the Trust with the Trust's Chief Executive Officer and the internal auditor, including a general review of the internal audit plan, the internal audit organization, staffing, budget, reporting structure, objectivity and sufficiency.
2. The Committee will review the results of internal audits.

3. The Committee will review with the Trust's Chief Executive Officer, and the internal auditors, the adequacy and effectiveness of the Trust's internal controls over financial reporting including information technology controls.

C. Responsibilities for Oversight of the Quality and Integrity of Accounting, Auditing and Reporting Practices of the Trust

1. The Committee will immediately inform the Board Chair, and the full Board when appropriate, of any indication of fraud or financial mismanagement that comes to the attention of the Committee.
2. The Committee will review and discuss the annual financial statements, including disclosures under "Management's Discussion and Analysis of Financial Condition and Results of Operations," with the Trust's Chief Executive Officer, the Trust's Chief Financial Officer and the independent auditor prior to the Trust issuing the financial statements. These discussions will address the quality (not just the acceptability) of the financial reporting, and such other matters, as the Committee deems appropriate.
3. The Committee will ensure that the Board meets annually with the independent financial auditor for purposes of reviewing and approving issuance of the Trust's financial statements to the Office of Management and Budget.

D. Responsibilities for Oversight of Enterprise Risk Management

1. At least annually, the Committee shall review with the Chief Executive Officer, appropriate staff and such outside experts as may be advisable, the Trust's enterprise risk management program.
2. The Committee shall provide oversight of the Trust's insurance program.
3. As necessary, the Committee will discuss with Trust staff any significant financial risk exposure and the steps Trust staff has taken to monitor and control such exposures, including the Trust's risk management policies, and legal and ethical compliance programs.

General

1. The Committee will report to the Board on Committee matters and shall present recommendations to the Board on matters within the scope of this Charter.
2. The Committee will periodically review and assess its performance.
4. The Committee will review and reassess the adequacy of this Charter annually and may propose recommended revisions to the Board.

5. The Committee may investigate any matter brought to its attention in connection with its responsibilities hereunder. The Committee has the authority to procure legal counsel, accounting advice, or other advice as appropriate in connection with its responsibilities under this Charter, subject to funding approval consistent with Trust policy.

Nothing in this Charter shall be interpreted as inconsistent with the Presidio Trust Act or the Bylaws of the Presidio Trust.

Exhibit D

THE PRESIDIO TRUST PROCUREMENT POLICY

1. **Purpose.** This Procurement Policy (“Procurement Policy” or “Policy”) establishes an efficient and effective way to obtain needed goods and services for the fulfillment of the Presidio Trust’s (“Trust”) mission. This policy shall be effective immediately upon approval by the Board and shall supersede all prior Board procurement policies.
2. **Legal Authority.** This Policy is developed pursuant to the [Presidio Trust Act, 16 U.S.C. §460bb appendix](#) (“Act”). Section 104(b) of the Act directs the Trust to establish and promulgate procedures applicable to its procurement of goods and services including, but not limited to, the award of contracts on the basis of contractor qualifications, price, commercially reasonable buying practices, and reasonable competition. The Act provides that federal laws and regulations governing procurement by federal agencies shall not apply to the Trust, with the exception of laws and regulations related to federal government contracts governing working conditions and wage rates and any civil rights provisions otherwise applicable thereto.
3. **Applicability.** This Policy applies to all procurements by the Trust with the exception of the solicitation of tenants, purchase of utilities, and issuance of cooperative and interagency agreements.
4. **Contracting Authority.** The Chief Executive Officer has the authority to carry out all functions, powers and duties related to the procurement of goods and services for the Trust. Subject to the provisions of this Policy, the Chief Executive Officer has broad authority to enter into and perform such contracts, non-real estate leases, cooperative agreements, or other transactions as may be necessary to carry out the functions of the Trust on such terms and conditions as the Chief Executive Officer considers appropriate. The Chief Executive Officer may delegate her/his powers further in accordance with a written procedure approved by the Chief Executive Officer.
5. **Key Principles.** The Trust’s procedures for procurements shall follow these principles.

- 5.1. Effectiveness – the timely and cost-effective procurement of products and services.
- 5.2. Flexibility – the ability to make good decisions based on best practices for particular circumstances rather than rigid adherence to standard procedures so that the Trust can select contractors and vendors on the basis of the best overall value to the Trust.
- 5.3. Efficiency – simple processes that achieve desired results without undue process or waste of resources.
- 5.4. Reasonable competition – Reasonable competition is the preferred method of source selection to ensure the best value to the Trust and give the public assurance that the Trust’s resources are being expended wisely. As a general rule, the amount of outreach and competition should increase as the value of the goods or services increases. In accordance with a written procedure, the Trust may use a single source to procure goods or services with a finding that a sole source is in the best interest of the Trust. All such waivers shall be reported to the Board at the next regularly scheduled meeting.

6. **Limits on Procurement Approval Authority.**

- 6.1. The Chief Executive Officer is authorized to approve procurements of under \$2,000,000. Procurements of \$2,000,000 or more must be approved by the Board of Directors. Board members may not participate in the approval of, and are prohibited from attempting to influence the selection of vendors for, procurements that do not require Board approval.
- 6.2. Before entering into any agreement which is part of, or which management reasonably expects will lead to, award of a Guaranteed Maximum Price (GMP)¹ contract of \$2 million or more, Management will seek Board approval for both: 1) a contract that generally covers all pre-construction work and establishes an initial GMP amount; and 2) before entering construction, a contract modification to establish the final GMP amount.

7. **Authorized Contractual Commitments.** Only those persons to whom authority has been specifically delegated in writing by the Chief Executive Officer are authorized to commit the Trust to a procurement.

8. **Implementation.** Management shall develop standard operating procedures to implement this policy.

¹ Guaranteed Maximum Price (GMP or GMax) is a cost plus fee type of contract where the contractor is compensated for the actual costs incurred plus a fixed fee subject to a ceiling. All savings (cost underruns) are returned to the owner. The contractor is responsible for cost overruns unless the GMP has been increased by change order (i.e., due to owner initiated scope changes, design errors/omissions, and unforeseen conditions).

Exhibit E

March CEO Report

Visited and loved by all

New Lodge at the Presidio Set for June Opening

This spring we're on track to complete rehabilitating Building 105 into the park's second hotel, called the Lodge at the Presidio. The soft opening will occur in early June, with the formal opening celebration tentatively scheduled for late in that month. The Lodge began accepting phone reservations in February and to date has booked \$89,000 in group sales and \$35,000 in individual reservations.

EXCLUSION Exhibition at the Presidio Officers' Club Extended

Since opening just under one year ago, our special exhibition, *EXCLUSION: The Presidio's Role in World War II Japanese American Incarceration*, has welcomed 50,000 visitors, a 50% increase over the attendance levels of previous exhibitions. Given the high degree of community engagement in this story and its ongoing relevance, we've decided to extend *EXCLUSION* through spring 2019. We continue to partner closely with the Korematsu Institute and the National Japanese American Historical Society to share this story with public.

As part of the *EXCLUSION Exhibition*, the Presidio Trust and National Park Service are hosting a series of public tours of General John DeWitt's office, where he made the decision in 1942 to imprison Japanese American citizens and non-citizens without due process. The next will be held on Saturday, April 7, from 10 am to noon. Meet at the Presidio Officers' Club.

Presidio Visitor Center Exceeds Attendance Expectations in its First Year

At the end of February, the Presidio Visitor Center, operated jointly by the Trust, the National Park Service, and the Golden Gate National Parks Conservancy, celebrated its first anniversary. Over the past 12 months, the center welcomed 123,000 guests, far exceeding the projected 75,000.

Presidio Picnic Returns for its Sixth Season with a Focus on Cultural Diversity and Sustainability

The sixth season of Presidio Picnic kicked off on Sunday, March 18, attended by an estimated 4,000 visitors. Last year this free event, presented in partnership with Off the Grid, welcomed a total of 175,000 people to the park, including many first time visitors. We are building on that momentum this year by adding a free cultural dance performance on the fourth Sunday of each month. The [San Francisco Chronicle](#) has featured a story showcasing the lineup of performers, from Ballet Folklórico México Danza to the China Dance Theatre. The complete schedule is available at www.presidio.gov/presidio-picnic.

Presidio Picnic is also moving closer to its goal of becoming a zero-waste event. All food containers and service ware are 100% compostable, and a free water refilling station is available in lieu of the sale of bottled water. The San Francisco Bicycle Coalition is offering visitors free bike valet.

Halleck Street Reopens; McDowell Closes

Halleck Street, one of the key connectors from the Main Post to Crissy Field, permanently reopened to vehicles, bicyclists, and pedestrians on March 16. The roadway had been closed for six years to accommodate the Doyle Drive construction. It's reopening represents an important milestone in the project. As Halleck comes back online, Caltrans is closing McDowell Avenue, the other access point to Crissy Field, for four weeks to conduct roadway repairs.

Free Public Program at the Presidio Officers' Club Explores Disability

Our Heritage Public Programs team recently presented a unique public program, *The Elephant in Every Room I Enter*, about the experience of living with Tourette Syndrome. The packed audience, including many new visitors to the Presidio gave the show a resounding standing ovation and stayed on for a lively post-show Q+A.

Veteran to Share the Healing Powers of Nature-Based Treatment

On Thursday, April 12, at 7 pm at the Presidio Officers' Club, Iraq veteran Stacy Bare will describe his journey of recovering from addiction and depression through nature-based therapy. He is the co-founder of the Great Outdoors Lab which uses evidence-based data to demonstrate that time outdoors promotes good health.

Sharing the Story of the Buffalo Soldiers

The National Park Service is hosting regular public walks to share with visitors the story of the Buffalo Soldiers, the first all-black Army units who served the nation with valor and distinction. Many of the Buffalo Soldiers have been laid to rest at the Presidio's San Francisco National Cemetery. The 1.5 mile walk will be hosted on Sunday, April 15, from 10:30 am to noon and will begin at the Presidio Visitor Center.

A model of environmental stewardship

Start of 2018 Coyote Pupping Season

Our coyote monitoring program continues to provide valuable information that helps us reduce conflicts between dogs and coyotes. For the first time, all five resident coyotes are identifiable via tags or markings, and we've confirmed that the park is home to just one breeding pair. We're preparing to ramp up our management and communications efforts as pupping season begins at the end of March. This includes placing park signage in key locations, informing residents, employees, and visitors through email, public notices and a public forum, and the

proactive closing trails near identified dens. [Bay Nature Magazine](#) recently featured our research in article about coyote management in urban areas.

Presidio Trust Receives the Environmental Protection Agency Waste Reduction Award

In January, the U.S. Environmental Protection Agency (EPA) honored the Presidio Trust with its WasteWise Federal Government Partner of the Year award for the fifth consecutive year. In particular, they cited our in-house compost program that collects green debris and uses it for landscaping and reforestation projects, saving \$75,000 annually from avoided transit and disposal fees. The Presidio Trust's diversion rate (materials that we do not send to the landfill) for Fiscal Year 2017 was 71 percent.

Live "Hawkcam" to watch red-tailed hawks nest with eggs

To help us learn about bird breeding behaviors in the Presidio, our Natural Resources team has established a live web cam observing a pair of Red-tailed Hawks as they lay their eggs and nurture their young from small chicks to first flight. These hawks are year-round Presidio residents and have returned to this same nest over the past few years. The "hawkcam" is available as a live stream on the Presidio's YouTube channel and has already received nearly 16,000 views, allowing the public to witness one of the many tiny miracles of nature that unfold in this national park. To view the livestream, visit www.youtube.com/presidiosf.

Presidio Nature Challenge Bioblitz on Saturday, April 28

This year the Presidio is participating the 2018 City Natural Challenge, in which more than 60 cities across the globe will be competing to see who can make the most observations of nature, find the most species, and engage the most people. The Presidio Nature Challenge Bioblitz will be held on Saturday, April 28, from 9 am to 12:30 pm. At this event, volunteers will work with professional naturalists on collecting data in the Presidio's wildest places to help us develop our baseline data for our biodiversity score.

Exemplifying excellence in public service

Upgrade of Main Post Electrical Equipment Completed

The upgrade of the equipment that provides electricity to the Presidio's most populated area was completed in February. Substation 107, originally installed by the U.S. Army in the 1960s, supplies more than one-third of the electric energy requirement of the Presidio. The improvements, which required five overnight planned power outages to complete, will now ensure reliable service for tenants, residents, and visitors.

Exhibit F

FORT SCOTT RFCP
 Proposed RFCP Review Process
 March 20, 2018

RFCP Review Process	
Objectives:	<ol style="list-style-type: none"> 1. Have a fair, transparent process. 2. Give the board the best thinking of the staff and the public. 3. Invite no more than five organizations to submit detailed proposals in Round 2 to increase the quality of the proposals. We believe that having a large number of proposals will discourage organizations from investing the time and money needed to develop detailed proposals because the odds of being selected decrease as the number of proposals increases.
Proposals Due	June 29, 2018
Public Comment solicited via website prior to July 25 public board meeting	<p>All proposals will be posted on the Trust's Fort Scott project website. The website will include the opportunity for the public to comment on the proposals in two ways:</p> <ol style="list-style-type: none"> 1) Does the concept proposal meet the minimum requirements of the RFCP? Answer: Yes, No. 2) If the proposer is invited to submit a proposal in Round 2, what do you like best about the proposal? Is there anything you would like to change in the proposal?
Staff will review all of the concept proposals and the public comment to determine which proposals meet the minimum requirements.	<p>All proposals will be reviewed by staff to determine if they meet the following minimum requirements:</p> <ul style="list-style-type: none"> • Proposer is not a government entity (other than a public academic organization) or foreign corporation. • Land uses are consistent with the RFCP. • Proposer accepts the Required Elements in the RFCP. • Tenants will be mission-driven organization(s) working on improving environmental and/or social issues.

	<ul style="list-style-type: none"> • Proposer has the capacity to finance the project and meet the business terms, and to develop the site and manage it thereafter.
<p>If staff determine there are fewer than five proposals that meet the minimum requirements, the decision on which proposers are invited to Round 2 will occur at the July 25 board meeting.</p>	<p><u>July 25 public board meeting:</u></p> <p>Staff will provide a written recommendation on which proposers should be excluded from Round 2 for failure to meet the minimum qualifications. Staff will also provide a written recommendation that the remaining proposers be invited to submit a detailed proposal in Round 2.</p> <p>Board members will receive all of the proposals, the staff recommendations, and the written public comment seven days in advance of the meeting.</p> <p>First, the Board will vote to approve or modify the staff's recommendation on which proposals <i>do not</i> meet the minimum requirements after hearing any objections from those proposers and public comment.</p> <p>Next, the Board will listen to presentations from all proposers who met the minimum requirements. Board and staff may ask questions of the proposers. The public may comment on the presentations.</p> <p>The Board will vote to approve or modify the staff's recommendation on which proposers should proceed to Round 2 after hearing from the proposers and any public comment.</p> <p>Staff will issue the Round 2 RFP to selected proposers after the July 25 board meeting.</p>
<p>If staff determine that there are more than five proposals</p>	<p><u>July 25 public board meeting</u></p>

that meet the minimum requirements, the decision on which proposers to invite to Round 2 will occur at the September 27 public board meeting.

Staff will provide a written recommendation on which proposers meet the minimum requirements.

Board members will receive all of the proposals, the staff recommendation, and the written public comment seven days in advance of the meeting.

The Board will vote to approve or modify the staff's recommendation after hearing any objections from those proposers that the staff have determined *do not* meet the minimum requirements, and any public comment.

Next, the Board will listen to presentations from all proposers who met the minimum requirements. Board and staff may ask questions of the proposers. The public may comment on any/all of the presentations at the meeting and for a period after the board meeting. There will be no decision on which proposers to invite to Round 2 at this meeting.

September 27 public board meeting

After the July 25 board meeting, staff will gather any additional information desired by staff or the board, and review all public comment.

For the September 27 public board meeting, staff will provide a written recommendation on which proposers should be invited to submit a detailed proposal in Round 2 on the basis of which proposals best meet our projective objectives.

The Board will vote on which proposers shall move forward to Round 2 at the September 27 public board meeting after hearing public comment at the meeting.

Staff will issue the Round 2 RFP to selected proposers after the September 27 board meeting.