

SEP Group 1.2 – Art Enrichment

Meeting No. 01.01 Meeting Report

MEETING DATE: March 23, 2016
LOCATION: 710 Building DC, Conference Room B
TIME: 11:30 AM – 12:30 PM
ISSUED: March 28, 2016
REISSUED: April 7, 2016

Attendance: See Page 5.

OVERVIEW

The meeting began by the Chair, Joe Ortega, presenting an overview of the Project. He then ceded the floor to the Design Build Team who introduced their proposals and engaged stakeholders with questions regarding their program requirements. The meeting minutes are transcribed below and all referenced documents are attached.

PURPOSE OF THE MEETING

This meeting fosters a discussion between the designers and SFO Museum / SF Arts Commission to advance the programming of the Hotel Project's integration of Art Enrichment. This meeting focuses on differentiating the "Art Enrichment" scope between public, semi-private and private spaces with the consideration of the AirTrain Station.

DISCUSSION

SFO Values and Experiences

- The vision of the hotel is rolling, editable and changing based on discussion. The Design Build Team would like to celebrate the modern romance of travel, as well as provide an integrated space of service and art.
- Materials may have a "light, airy, tranquil" quality and the art may incorporate the message of health and wellness.
- The hotel should be uniquely San Francisco without being cliché (cable cars, Golden Gate Bridge, etc.).
- Incorporate the concept of REACH and connect the concept of locality in a creative, innovative way.

Hyatt Partnership

- The Design Build Team aspires for the hotel to be among "the top 5 airport-hotels in North America by the second year of operation, and eventually, be one of the top airport-hotels in the world, as ranked by Skytrax."

Logistics

- All art purchased needs to go through the SF Arts Commission.
- The hotel is owned by the city and managed by Hyatt. Technically, it is "city space."

- Art Enrichment Budget: \$2.5 m (2% of construction costs (\$125 m))
- Procurement process for art acquisition: 18 months

Budget

- Limitations of the budget
 - Design-Build Team posed the question of the limitations of the budget and if it included the circulation of the guest rooms, restaurants, spa and restaurant.
 - Susan Pontius (SP) explained it typically is designated for works in “major public or quasi-public spaces.”
 - Design-Build Team would like to explore the option of using this budget for all art procurements.
- There will be several budget updates as more is known.
- Combining Budgets:
 - SP explained past instances when the Art Enrichment budget was combined with other budget allocations when the art took the architectural credit (i.e. glass façade or a piece integrated into the floor)

The Public and Private Space Spectrum

- Public (lobby, arrival area, circulation) → private (guest rooms)
- The goal is to create and maintain “voice and consistency” (Mark Hornberger (MH)).
- The pieces in the rooms would ideally be part of a larger concept.
- Deviation from typical Art Enrichment scope: The hotel access is controlled; the art is not readily open to the public.
 - Traditionally, the City would like the art to be readily accessible to the public.
 - MH to create a definition of public, semi-public and private spaces in the hotel program.
 - Design Build and SF Arts Commission intend to create a budget that allocates resources for all spaces throughout the hotel.
- SP: “Site art, art in the landscape, exterior art – nothing is off limits.”
 - The restaurants could have signature art that is cohesive with the selected theme.
 - There may also be opportunities for art in the landscape (suggestion of blast fence art).

Art in Private Guest Rooms and Circulation Spaces

- SP has experience fitting spaces with reproduction art and prints.
 - Design Build to provide SP a print and art piece count for each room type.
 - To have the largest impact, Design Build and the stakeholders would like to create an “art experience.” As you travel through various program of the hotel, the art “should be consistent and tied together.”
 - There could be up to 1000 various pieces and prints throughout the hotel.

Goal: Continuity

- Reproduction of prints for the various configurations of the rooms.
- Guestroom art may be commissioned pieces to be reproduced as a signed print series.

- Reference to LA Hotel by BS: 6 prints that were reproduced differently in order to increase variety.
- Reference to SF General by SP: Utilize a recent art fitting at a hospital as a guide.
- Artists maintain copyright on the pieces.
 - There is still a likelihood that we can reproduce photos.
 - “Aviation History” archives that could be reproduced and assembled.
- Rotating exhibit between AirTrain station and lobby – maintenance would be Airport but this would be outside the budget of Art Enrichment.

SF Sense of Place

- “If it is well-designed, it will feel like San Francisco” (SP).
- The airport has a “sophisticated, casual, hip, contemporary, light, airy, sun-filled feel” completely independent from cable cars, the bridge, etc. Many of the artists are local.

Video as an Art Component

- The museum is starting a video art room in the IT (open date in November).
- Interactive video art does not work long-term. Video and media work are certainly art but they have a heavy maintenance factor.
- The SF Arts Commission cannot maintain as they do not have ongoing maintenance funds – there would have to be an agreement to fund maintenance.
- There is a lot of wear and tear in the airport space.
- Video art requires software and technology to stay current and up to speed.

Environment Limitations for Art Pieces

- Once the building is in place, BS will analyze the program based on light, humidity and temperature factors. The piece needs “to respond to the location.”
 - As soon as the schematic design is developed, the SF Arts Commission and SFO Museum can identify opportunities for impactful art locations.
 - 70 degrees, 50% humidity, low light + also have access from the back + also an internal curtain and shade for transition process
 - Ex. T2 cases

Narrative of Art

- Early in the design process, the Design Build Team will generate narrative ideas for the critique and review by SFO Museum and SFO Arts Commission.
- Design Build Team will share the BOD narrative with BS and SP in order to create “consistency and voice” and assist in analyzing the space for future artwork.
- Architectural planning will naturally create integration of spaces with organization of art experiences.

Procurement Process of Art

1. Project outline plan: includes location, goals and budget.
2. Submit plan for Airport Commission and SF Arts Commission approval.

3. Issue an RFQ to “Flyroom” and various outreach outlets.
 - The RFQ can be as specific as including size dimensions, location and collaboration requirements or be entirely open-ended with space.
 - With open-ended opportunities, SF Arts Commission often reaches out to artists they know.
4. Outreach and application process.
5. SF Arts Commission creates a shortlist.
6. The SF Arts Commission, representative(s) from SFO and representative(s) from Design Build Team form a panel to review applicants on the shortlist. The panel direct selects an artist / group of artists or select finalists to submit additional work for review.
 - It is imperative that there is a representative from Hyatt and Design Build in the selection committee.
 - Direct purchases can also be made but must go through a public procurement process. There is a similar, panel-selected recruitment process for direct purchases.
 - The Design Build Team would like to be helpful in organizing and bringing forward voice and direction in how the collections can relate to the architecture.
 - Prior to the selection of art, the palette, the FFE selections and the “voice” of the hotel need to exist.
 - Timeframe: 6 months from issue to contract; 10-12 months for production.

Model Room

- Early summer 2017
- Collaboration with BS and SP is vital.

Constructional Support

- Rigging, instillation and lighting must be coordinated with Webcor.
- This is included in the Design Build Team’s budget.

End of Meeting Minutes: The above summation is our interpretation of the items discussed and decisions reached at the referenced meeting.

ACTION ITEMS

Meeting & Action No.		Description/Action	Action	Assigned	Due	Status
01.01	1	Provide SP with an estimate of the amount of prints D-B would like for guest rooms.	H+W	3/28/16		Open
01.01	2	Follow-up on SP’s recent hospital work.	DB Team	3/28/16		Open
01.01	3	Further discussions with Blake and Susan once more D-B elements are in place.	H+W	3/28/16		Open
01.01	4	Follow-up on the limitations of the budget and if the Design Build Team can use the budget for art in rooms.	PMSS	3/28/16		Open

SEP Group	Art Enrichment		
Date	Wednesday, March 23, 2016		
Time	11:30AM PST		
Location	710 Building DC Conference Room B (AIR)		
Call - In	Phone Number: 650-821-2663 Conferee Code: 24606		
Meeting Participants	See Below (Attendees in Bold , SEP Owners in <i>Italics</i>)		
Division	Name	Contact Number	Email
SFO Museum	Blake Summers (BS)	650-821-6795	blake.summers@flysfo.com
SF Arts Commission	Susan Pontious (SP)	415-252-2587	Susan.Pontious@sfgov.org
SFO	Sarah Garcia	650-455-9457	sarah.garcia@flysfo.com
PMSS	Joseph Ortega	650-821-9396	joe.ortega@flysfo.com
PMSS	Julia Katz	650-821-7798	julia.katz@flysfo.com
PMSS	Madeline Jones	650-821-9409	mjones@pghwong.com
PMSS	Minyan Zhang	650-821-5311	minyan.zhang@flysfo.com
PMSS	Mark Bohlman (Dial in)	203-313-5686	mbohlman@tmdavisassociates.com
PMSS	Marie Jose Murray		mjhmurray@tmdavisassociates.com
Webcor	Dave Zarubin (Dial in)	415-978-1077	davez@webcor.com
Webcor	Adam Bird (Dial in)	415-978-1138	abird@webcor.com
Webcor	Thomas Soohoo	415-978-1131	thomas@webcor.com
Webcor	John Wilson		johnw@webcor.com
Webcor	Nate Saldana	510-748-1900	Nate@webcor.com
HWI	John Davis (JD)	415-391-1080	davis@hwiarchitects.com
HWI	Eric Gunther	415-391-1080	gunther@hwiarchitects.com
HWI	Co Chau	415-391-1080	chau@hwiarchitects.com
HWI	Mark Hornberger (MH)	415-391-1080	hornberger@hwiarchitects.com
ED2	Frank Fung	415-575-2500	ffung@ed2intl.com
SFO	Anwar Elgonemy	650.821.5804	Anwar.Elgonemy@flysfo.com
Hyatt	Emily Keip	773-841-6751	emily.keip@hyatt.com
Hyatt	Murray McPhillips (Dial In)	312-450-4922	murray.mcphillips@hyatt.com
Aubrey Maxwell	Robbie McMilian	415-595-6659	robbie@aubreymaxwell.com
Aubrey Maxwell	Marcus Keller	415-595-6659	marcus@aubreymaxwell.com

SFO

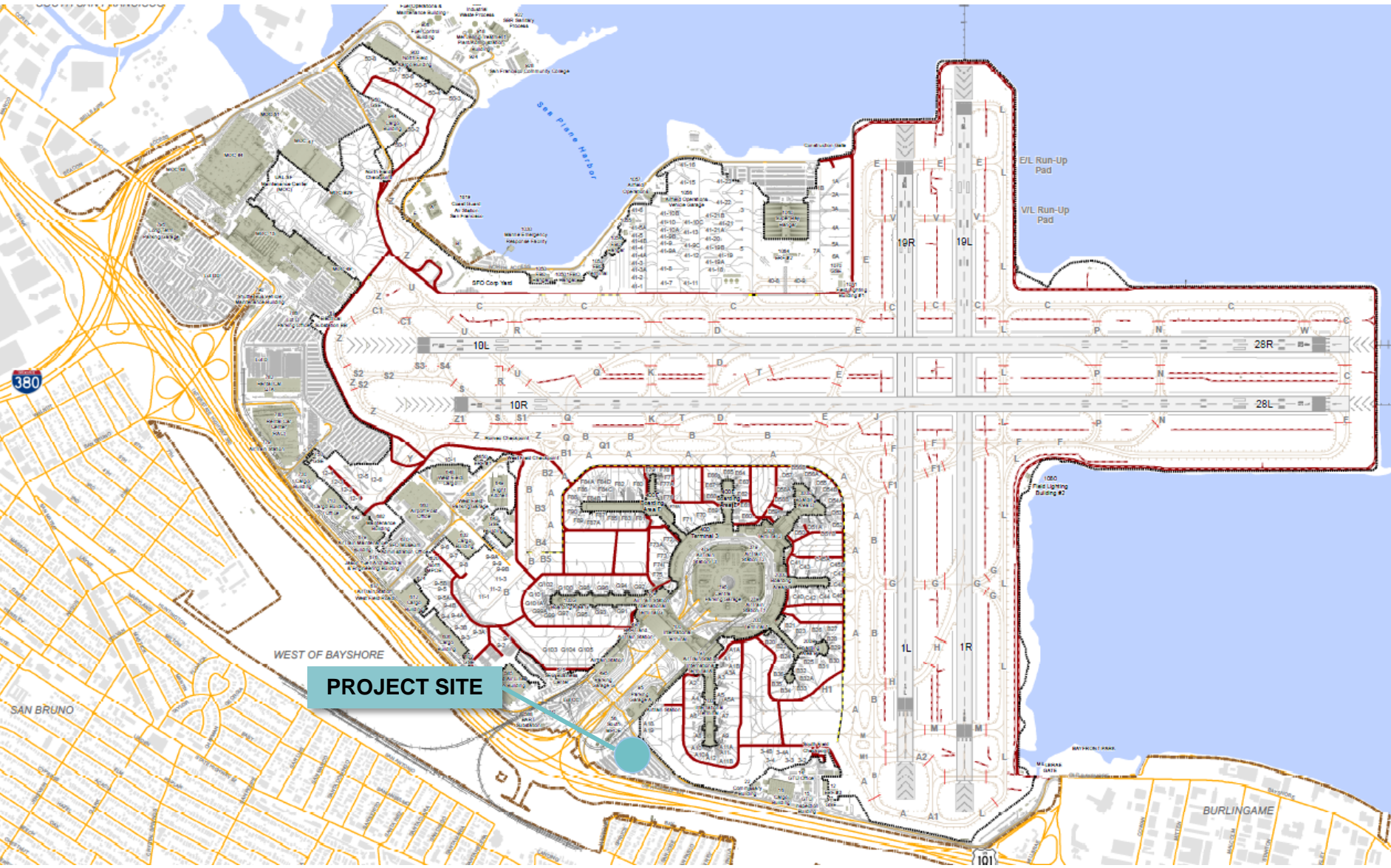
San Francisco
International
Airport

Stakeholder Engagement Programming Phase Collaboration



Airport Hotel Project
San Francisco International Airport
March 23, 2016





PROJECT SITE

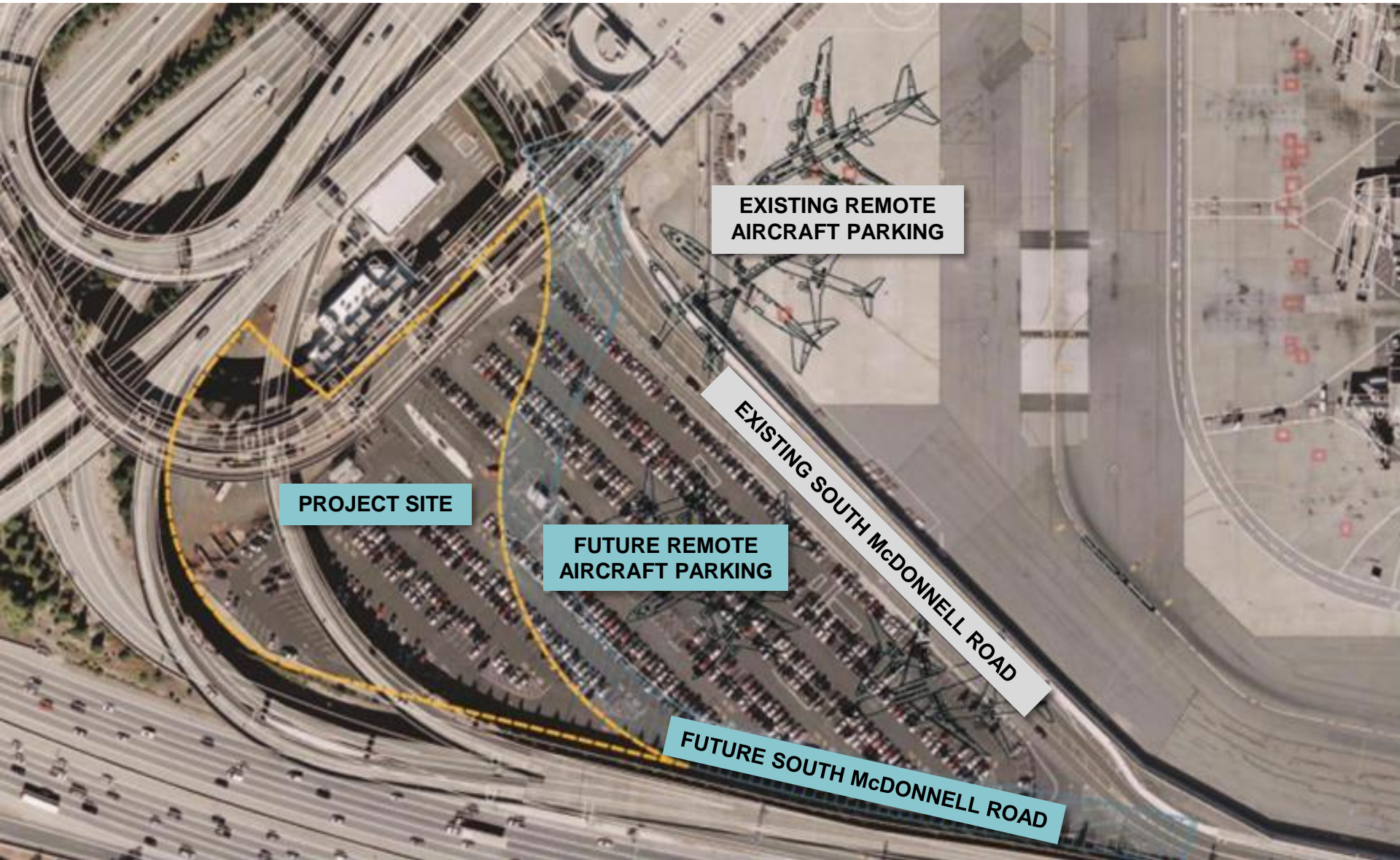
WEST OF BAYSHORE

SAN BRUNO

BURLINGAME

380

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EXISTING REMOTE
AIRCRAFT PARKING

PROJECT SITE

FUTURE REMOTE
AIRCRAFT PARKING

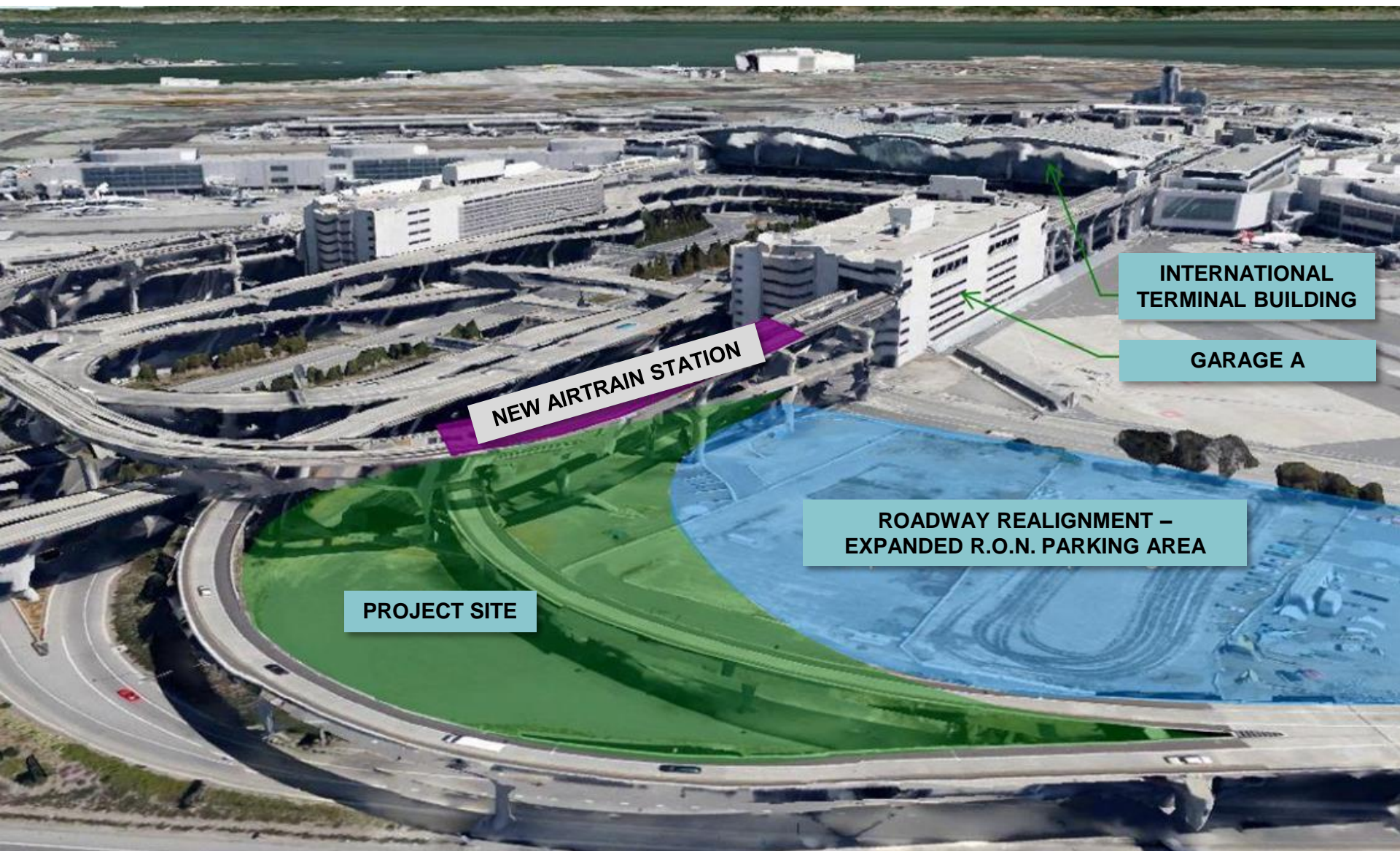
EXISTING SOUTH McDONNELL ROAD

FUTURE SOUTH McDONNELL ROAD

SFO

San Francisco
International
Airport

Hotel Site – Lot B



NEW AIRTRAIN STATION

**INTERNATIONAL
TERMINAL BUILDING**

GARAGE A

**ROADWAY REALIGNMENT –
EXPANDED R.O.N. PARKING AREA**

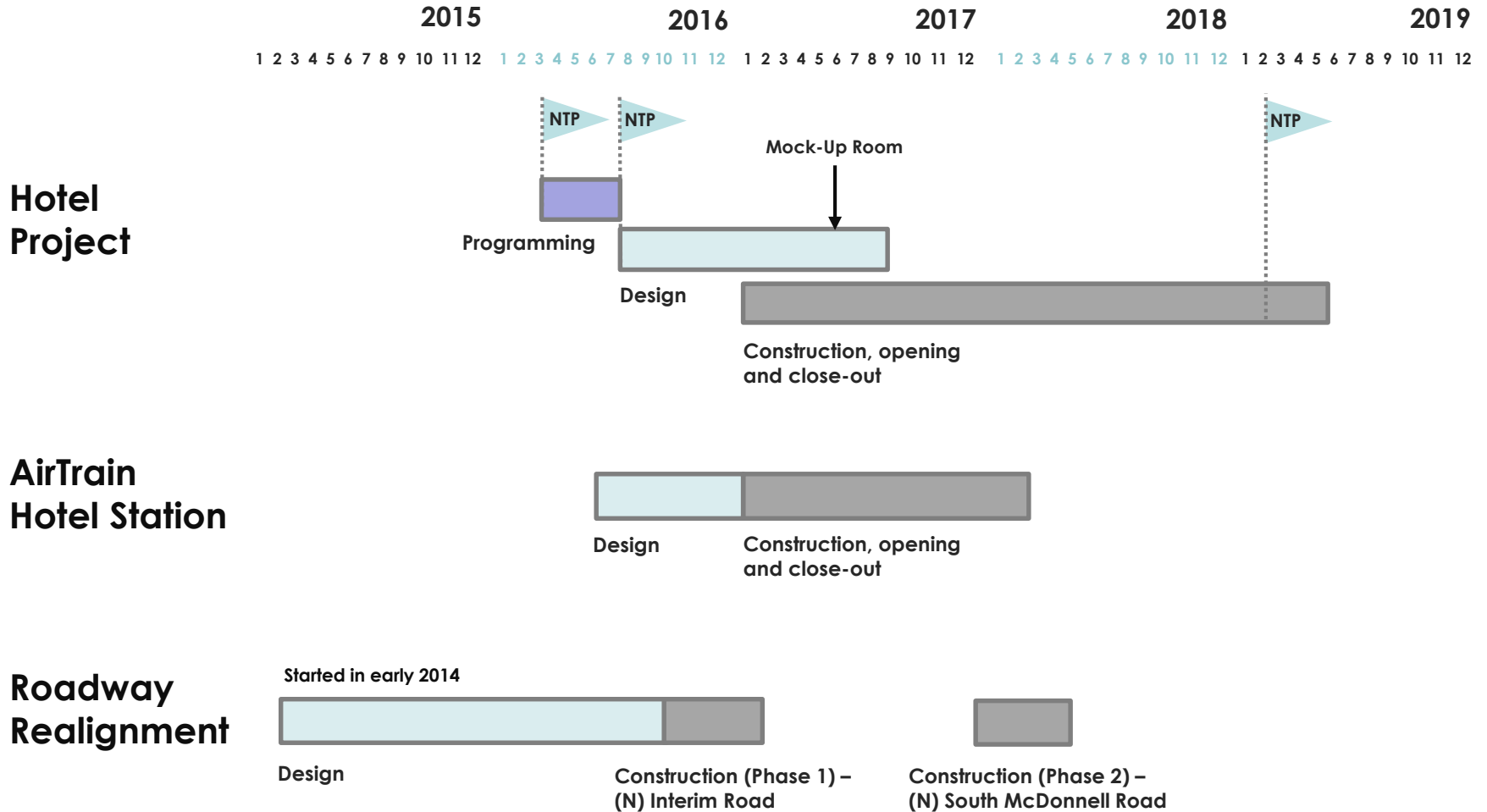
PROJECT SITE

Concept Rendering

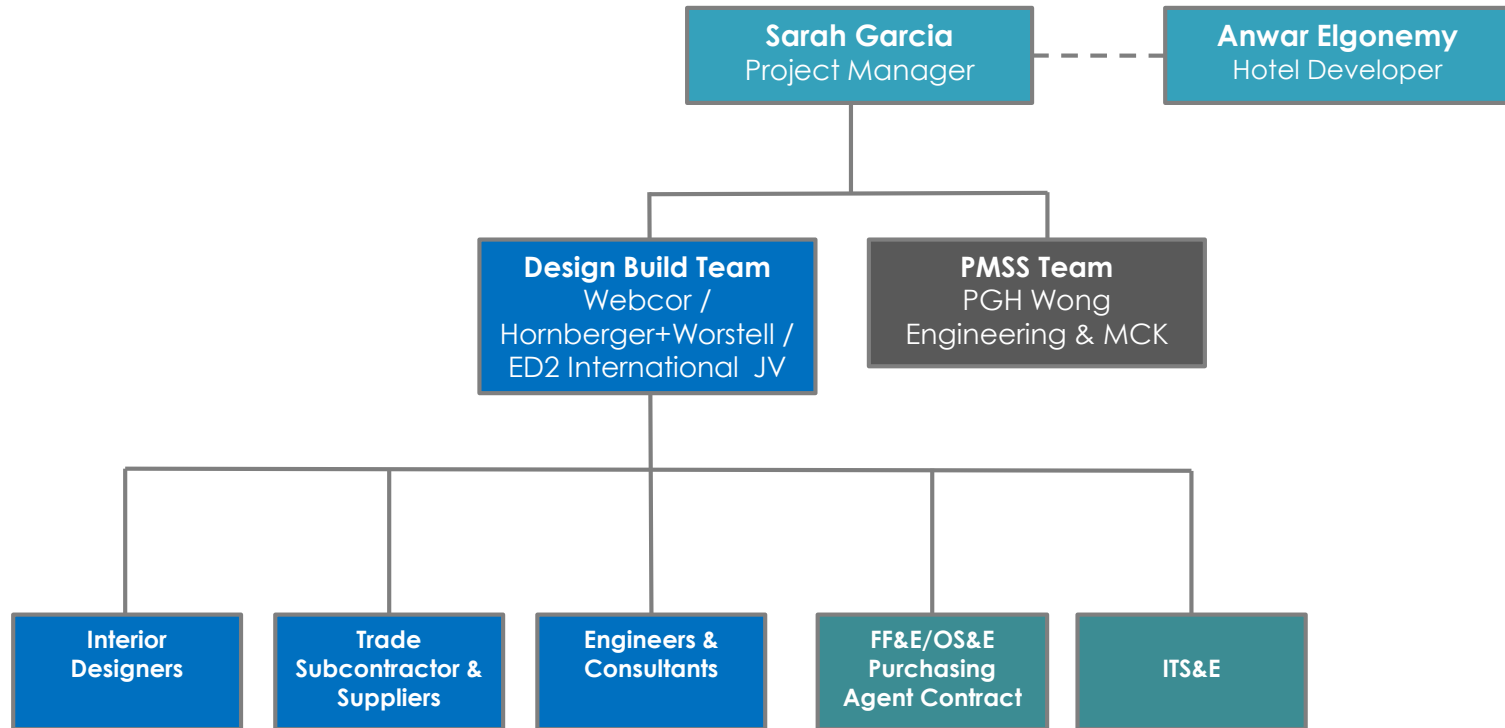


- **Grand Hyatt to be 4-star branded operator**
- **Physical attributes / amenities:**
 - 350 guestrooms
 - 18,000 net square feet of flexible meeting space
 - 100-seat restaurant, wine & sushi bar, rooftop cocktail lounge
 - Health club, pool, and spa
 - Approximately 260,000 square-foot building (9 floors)
 - Direct access via new AirTrain Station

Program Preliminary Schedule



Organizational Chart



STAKEHOLDER ENGAGEMENT
SAN FRANCISCO INTERNATIONAL AIRPORT HOTEL | *Art Enrichment*

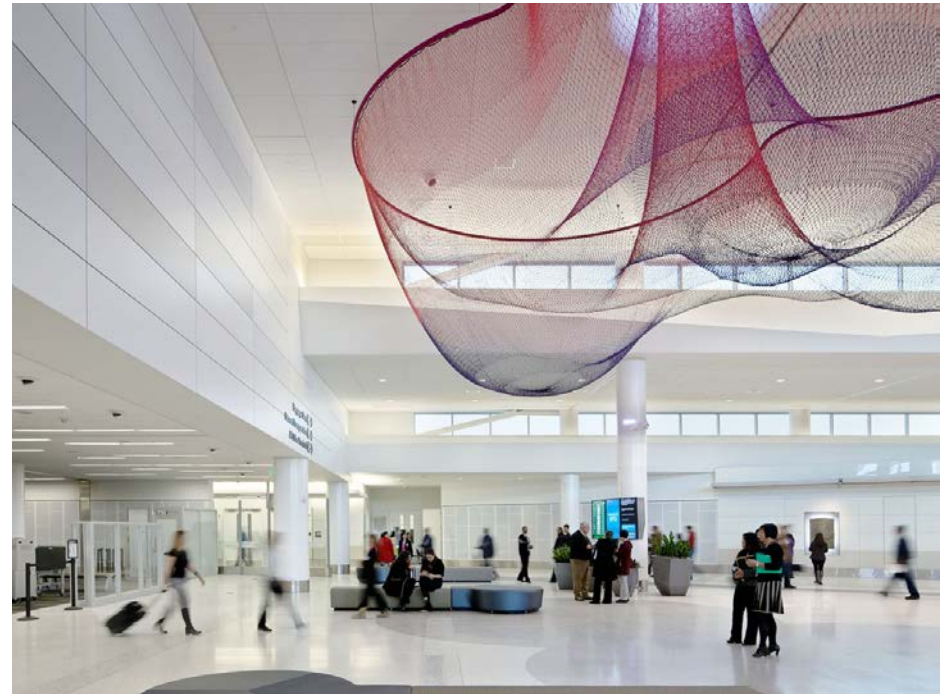


March 23, 2016

WECOR BUILDERS | HORNBERGER + WORSTELL / ED2 INTERNATIONAL JOINT VENTURE

Agenda

- Introductions and Opening Remarks
- Overview
 - SFO Values & Experiences
 - Grand Hyatt Partnership
- Objectives/Criteria
- Art: Content Discussion
 - Programs
 - Engagement & Interaction
 - SFO Specific Requirements
- Next Steps



Capital Program Vision:

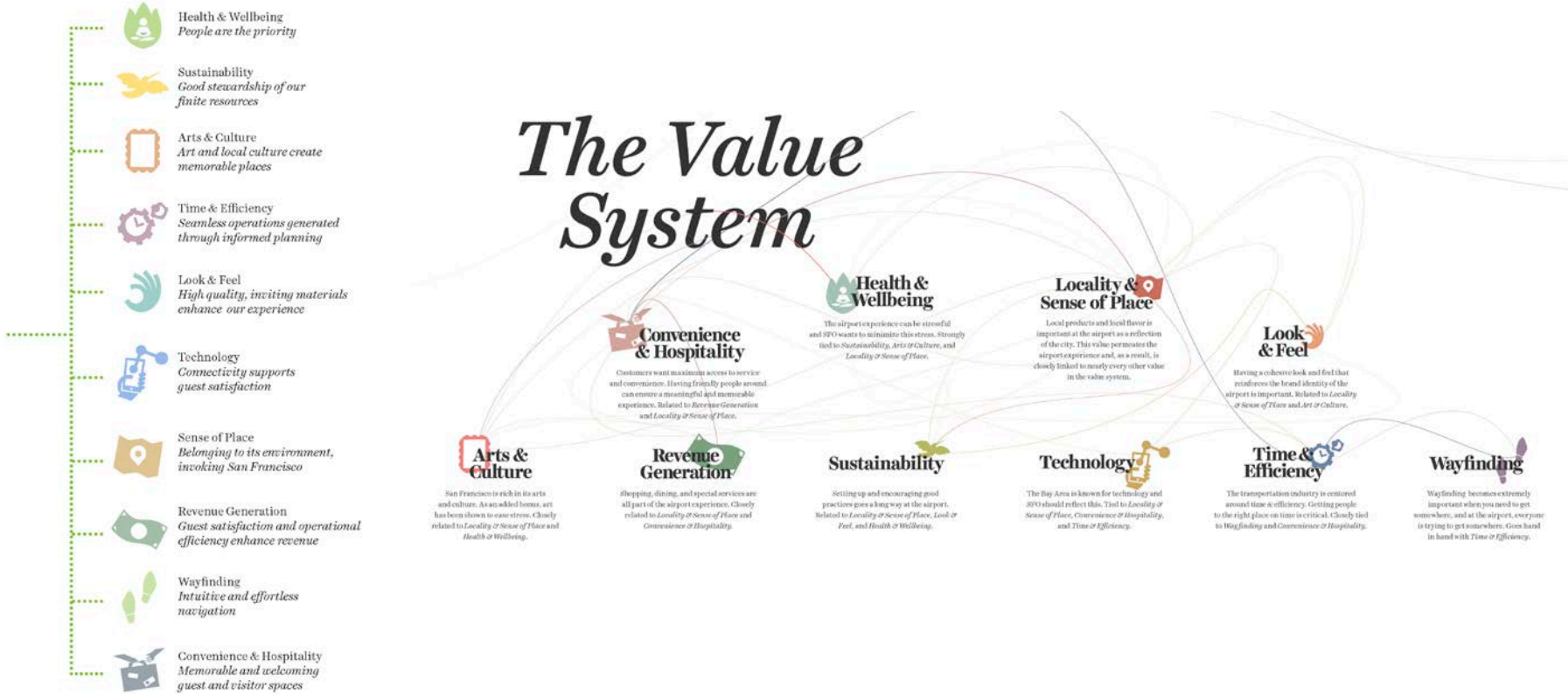
SFO: Enhancing our 'Guest Experience'

SFO Airport Hotel Principles

1. Revive, foster and celebrate a **Modern Romance of Travel**
2. Ensure that all guest experience is **World-Class and Seamlessly Integrated** with the airport and beyond
3. Provide unexpected opportunities for hotel guest **Discovery and Delight**
4. Encourage access and opportunity for improving **Health and Wellness** for our guests and employees
5. Communicate and deliver an authentic **San Francisco Bay Area Experience**

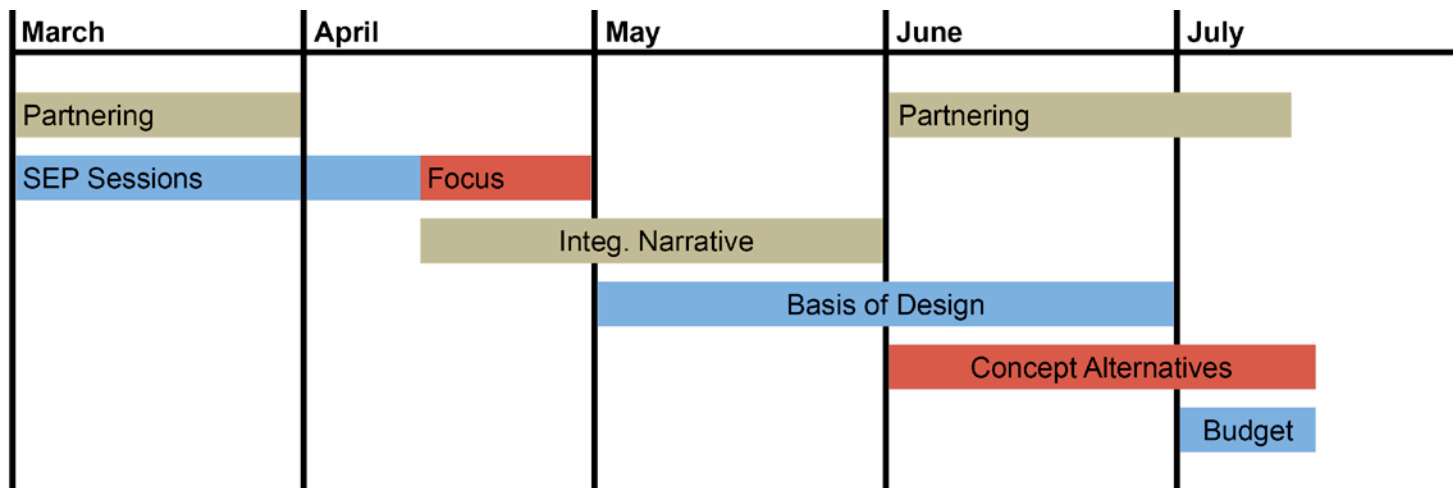
Hotel Design to Align with SFO's Value System

STAKEHOLDER ENGAGEMENT



- **Goals and Objectives**

- Partnering
- SEP Sessions/Focus Meetings
- Define Technical Requirements/Brand Standards/Integrated Narrative
- Basis of Design Report
- Concept Design/Alternatives
- Program, Budget, and Scope Alignment



- Brand Standards/Branding
- Uniquely SFO Destination
- A Top Airport Hotel



Grand Hyatt Partnership





SFO Specific Documents

- San Francisco Arts Commission Civic Design Review Committee, Civic Design Overview and Guidelines
- Arts Commission Memo on Procedures: Civic Design Review for SFO Projects, January 2015

- Principles of REACH
- Document 00 73 87- Building Information Modeling (BIM) Requirements
- Airport Certification Manual
- Airport Employee Safety Procedures and Practices Manual
- AOA Safety and Security Guide
- Concessions Tenant Guidelines
- Construction Safety and Phasing Plan (CSPP)
- Delivering Exceptional Projects
- Existing Conditions Report
- REACH Document
- SFIA Rules and Regulations
- Design and Construction Policy and Procedures
- SFO Civil Information Model-Enabling Plan
- SFO Planning, Design and Construction Sustainability Guidelines Environmental Sustainability Report
- Delivering Exceptional Projects
- Signage Standards
- Guest Interface: Construction Site Standards
- Information Display Guidelines
- Tenant Improvement Guide
- Existing Site Utility CAD Drawing
- NFPA Standards
- Conceptual Design Report, Report of Planning and Programming
- Technical Proposal RFQ and Proposal, Design-Build Services for Hotel
- Hotel Program
- Advisory Board Meeting (Notes)
- Visioning Plan Recap Session (draft)
- Draft SFO Design Standards for MEP
- Technical Proposal RFQ and RFP Design-Build Services for Airtrain Station
- McDonnell Roadway Realignment Drawings
- REACH Checklist for Project Managers
- Acceptable Use Policy for Network Services

Art Program Project Scope

- Develop comprehensive art program proposals aligned with the architectural and interior design for public, circulation and guest room spaces throughout hotel
- Meet all established budgetary, milestone and design vision guidelines
- Foster and promote collaborative partnerships with key individuals at SFO and the SFO Museum, SF Arts Commission, Grand Hyatt Hotels, Webcor, Hornberger+Worstell/ED2I Joint Venture, and all other partners relevant to successful execution of the art program
- Incorporate the SFO Principles of R.E.A.C.H. with special acknowledgement of the connections between 'Arts & Culture', 'Locality & Sense of Place', and 'Health & Wellbeing'
- Create art program proposals incorporating the acquisition of available art and bespoke works of art, as well as pieces from the SFO Museum permanent collection
- Manage production, logistics and installation of art pieces approved for SFO Hotel in collaboration with key partners
- Establish clear process guidelines early on to ensure aligned integration throughout the project





Existing Collections

- Available works from the available collection
- New acquisitions of pre-existing works of art
- Things to consider
- Lessons learned
- Opportunities

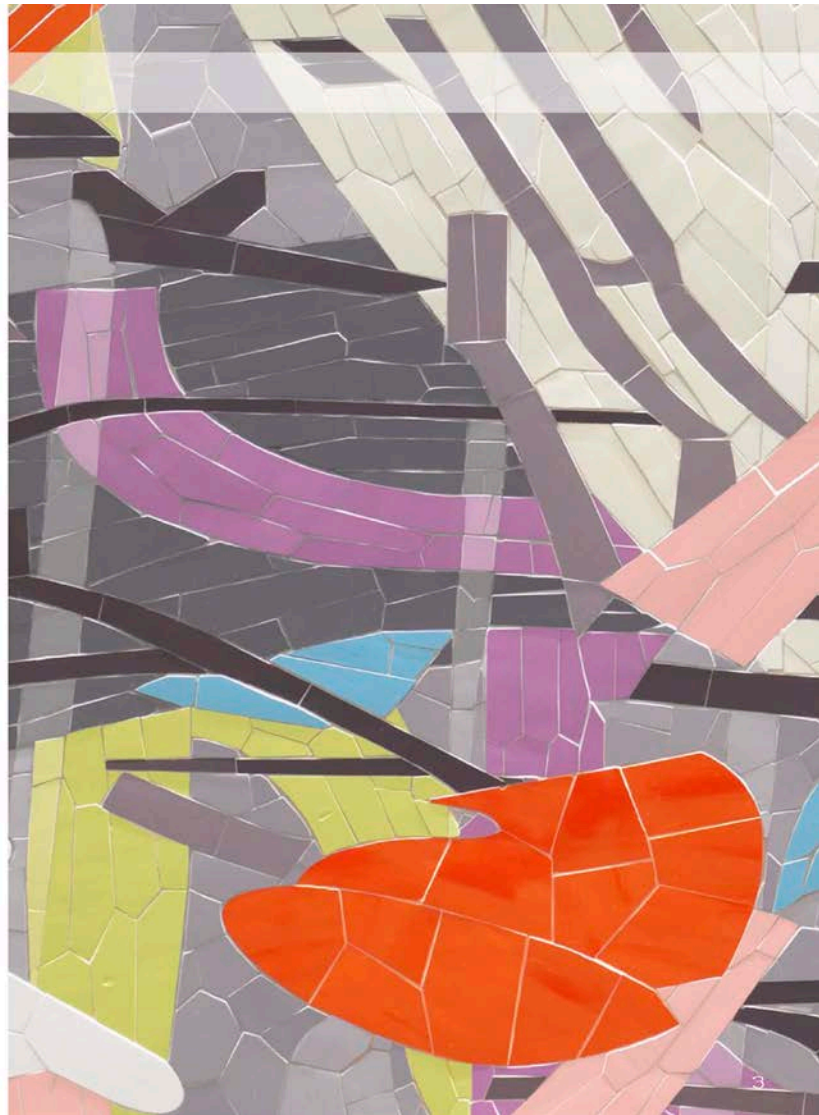
Bespoke Works of Art

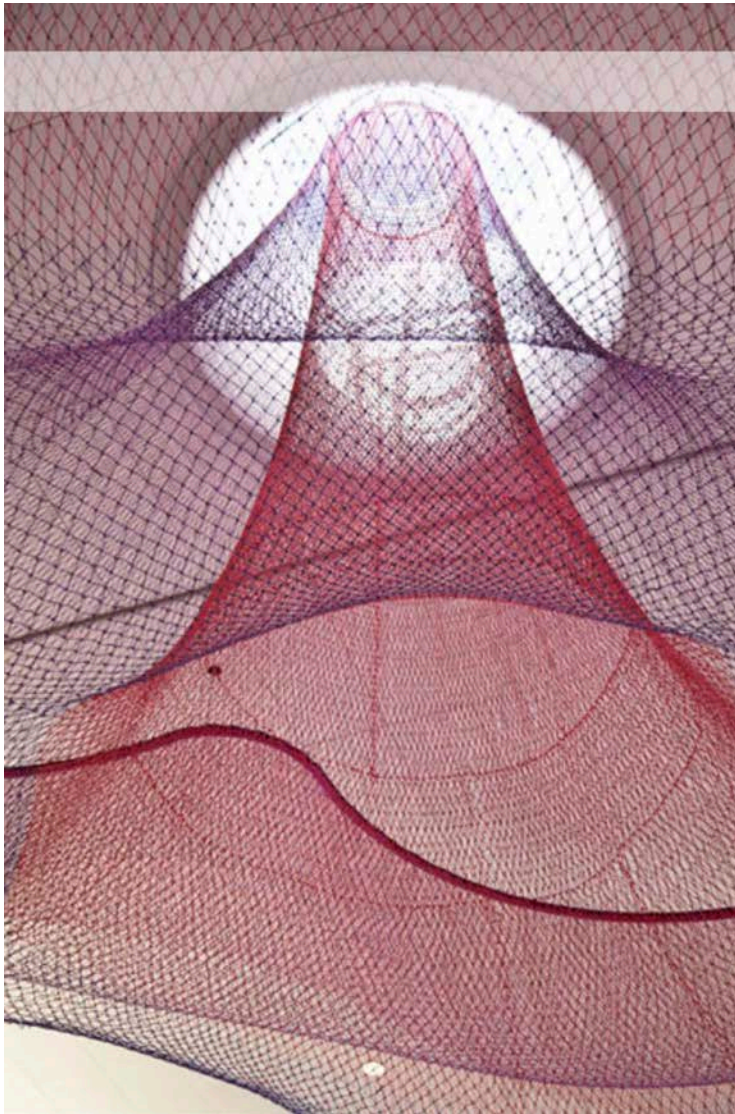
- Process guidelines for commissioned art
- Considerations
- Lessons learned
- Opportunities

Revolving Exhibits

- Interest in revolving exhibition space
- Process
- Considerations
- Lessons learned
- Opportunities

- Collaborative partners for art program development:
 - San Francisco Arts Commission
 - SFO Museum
 - Grand Hyatt Hotels
 - Webcor/Hornberger+Worstell/ED2I, crossover with interior designers, engineers, etc. to ensure integrated alignment
- Foster a unique sense of place and capture the local flavor of San Francisco through art that digs deeper than the expected visual icons – Locality & Sense of Place
- Relay a genuine and authentic experience of San Francisco that speaks to its rich diversity
- Consider the role of art as an opportunity for stress relief and positive mood shift – Health & Wellbeing
- Consider art and its placement at the onset of concept design
- Acknowledge the role of art pieces as landmarks relating to key spatial transitions throughout the hotel
- Develop lighting and/or climate control needs at the proposal stage for each area where art will be displayed
- Establish location guidelines for the type of art displayed in public vs semi-private guestroom/suite realm
- What else is important to SFO regarding the art experience at the hotel?
- What is important to Grand Hyatt Hotels regarding the art experience at the hotel?





- Engagement across all parties
- Clear and consistent communication
- Collaborative approach
- Rigorous record keeping and meeting minutes
- Establish next steps