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Memorandum

TO: Bay Area Headquarters Authority

DATE: April 18, 2012

FR: Executive Director

RE: 390 Main Street Status Report – April 2012

1. Overall Renovation and Seismic Retrofit Project Schedule

Workplace Programming	February – June 2012
Technology Programming	
Design (Conceptual/Schematic/Construction)	April 2012 – December 2013
Construction	2012 – 2013
Relocation	Fall 2013

2. Architectural and Engineering Services Update

Programming: Perkins + Will (PW), along with Tom Eliot Fisch (TEF), workplace design subconsultants, presented a preview of the programming summary to executive management teams from MTC, BAAQMD, BCDC, and ABAG. The program defines how the space within the building will be used, accounting for: the needs of each agency (such as headcount, space standards, storage, etc); and the needs of the agencies as a collective (such as board room, building circulation, adjacencies, stacking plan, building amenities, parking, etc). The program summary was then delivered to each agency in draft form for a broader review by executives, directors, and staff. Comments will be compiled and provided to the architects, and the revised program will form the basis for commencing schematic design.

IT Infrastructure: Valerie Campbell, BAHA's IT Migration Manager and TEECOM, the IT infrastructure design sub-consultants to PW, toured agency facilities and met with the IT representatives to gather information regarding each agency's unique requirements that will be incorporated into a technology plan. Next steps include developing conceptual designs and system criteria for the IT infrastructure and data center.

Eco-Charret: PW hosted an Eco-Charret to discuss sustainable design and building options for 390 Main Street. Participation included representatives from P&W, TEF, McCarthy, PGE, and consultants in the areas of lighting, base building systems, landscape, storm water, and furniture/materials designs.

Building System Inspections: PW, along with subconsultants WPS Flack + Kurtz (FK), mechanical, electrical, and plumbing (MEP) engineers, and TEECOM, information technology (IT) engineers, has reviewed the due diligence information related to the building's existing MEP systems and verified what is in the field. McCarthy Building Companies, Inc. (McCarthy), the Construction Manager at Risk (CMAR), will begin providing input on the preliminary recommendations and weighing in on the cost and value of replacing existing various equipment versus rehabilitating and reusing existing equipment.

3. Construction Update

In March, BAHA authorized the Executive Director to enter into a contract with McCarthy for CMAR preconstruction services. Staff is working with McCarthy to finalize terms of the preconstruction contract and expects to have the contract executed prior to the April BAHA meeting. McCarthy has three initial primary tasks: provide information on construction that will feed into the California Environmental Quality Act (CEQA) determination; refine options on how to work around or relocate the existing U.S. General Services Administration tenant residing on the top floor of 390 Main; and refine the schedule and cost estimate for the building rehabilitation project, setting a baseline as the project enters the schematic phase.

4. Project Stabilization Agreement (PSA)

Work continues to obtain signatures to the PSA approved by BAHA at its February 22nd meeting. Mike Vlaming reports that 16 out of 20 or 80% of the individual trades unions have signed the agreement and he is working with remaining ones to obtain their signatures. Next steps include a pre-meeting with the McCarthy to review the proposed construction activities and PSA compliance.

5. Request for Qualifications (RFQ) for Leasing Agent/Property Management Services

On March 9th, an RFQ was issued to select a firm to provide full service leasing and professional building management services. A proposer's conference was held on March 16th with Statements of Qualifications due on March 26th. Interviews were held on April 10 and 17, and staff has provided a recommendation in item 4 of this packet for the April 2012 BAHA meeting.

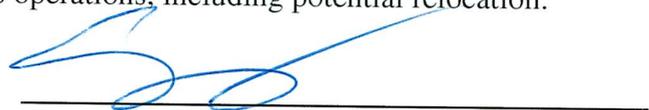
6. City and County of San Francisco

The City and County of San Francisco staff have reviewed information to support BAHA's request to have the building formally zoned for office use and will issue a Letter of Determination in the coming weeks.

Next Steps

Over the next 90 days, staff expects to complete the following tasks:

- Complete the CEQA environmental document.
- Continue negotiations with the Department of General Services on the BCDC lease (on-going);
- Continue discussions with City and County of San Francisco on the planning and zoning permit process and requirements (on-going);
- Continue work with BAAQMD and BCDC to identify co-location efficiencies (on-going); and
- Work with the U.S. General Services Administration and Western Laboratory to mitigate impacts of the building renovations to its operations, including potential relocation.



Steve Heminger