

TO: Bay Area Headquarters Authority

DATE: February 13, 2013

FR: Executive Director

W. I. 9130

RE: Contract - On-Call Construction Management Services: 390 Main Street Renovation and Retrofit, Owner Support: Harris & Associates (\$1,600,000)

This item would authorize the Executive Director or his designee to enter into a contract with Harris & Associates ("Harris") for on-call construction management services for the retrofit and renovation of 390 Main Street in an amount not to exceed \$1,600,000.

Background

In January 2011, after a competitive procurement, the BATA Oversight Committee authorized the Executive Director to enter into contracts with six teams of firms, including a team led by Harris, to provide on-call construction management services. The procurements were written to allow BAHA to use selected firms under its own contract.

Harris would join the 390 Main Street project team in the role of Owner Support. Harris's responsibilities are primarily during construction as follows:

1. Owner representation as Resident Engineer (\$1,100,000). Work includes:
 - a. Administration of construction contract review of construction progress with full-time on-site presence.
 - b. Coordination of inspections and regulatory requirements.
 - c. Review of pay applications, change order requests, and claims.
 - d. Coordination with existing tenant.
2. Quality Assurance (\$500,000). Work includes:
 - a. Materials testing and special inspection as required by the California Building Code.
 - b. General inspection on behalf of BAHA, the certifying agency.

Funds are budgeted in the BAHA Capital Budget within A/E and Consultant Support. Harris was selected directly from the group of on-calls because of their extensive experience with vertical construction, and their reasonable approach to staffing the project. They have also previously worked on projects with McCarthy Building Companies, Inc.

The scope of work will be completed over the following period:

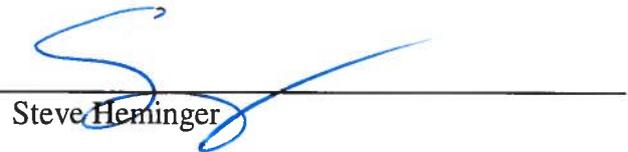
1. Design completion: August 2013
2. Existing tenant relocation: December 2013
3. Construction substantial completion: October 2014
4. Project close-out: December 2014

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The majority of the contract will be administered on a time and materials basis with labor rates established during the BATA procurement. The budget assumes the above-noted schedule is followed.

Recommendation

Staff recommends that the Committee authorize the Executive Director or his designee to negotiate and enter into a contract with Harris & Associates for on-call Construction Management Owner Support consultant services for the 390 Main Street project in an amount not to exceed \$1,600,000.



Steve Heminger

REQUEST FOR AUTHORITY APPROVAL

Summary of Proposed Consultant Contract

Consultant: Harris & Associates
Concord, CA

Work Project Title: 390 Main Street Renovation and Retrofit, Construction Management Owner Support

Purpose of Project: Renovate 390 Main Street

Brief Scope of Work: Provide Construction Management Owner Support services for the BAHA Facility renovation and retrofit

Project Cost Not to Exceed: \$1,600,000

Funding Source: BAHA Capital Funds, A/E and Consultant Support

Fiscal Impact: Project costs are consistent with funds budgeted for the program.

Motion by Committee: That the Executive Director or his designee is authorized to negotiate and enter into a contract with Harris & Associates to provide on-call construction management support for the 390 Main Street project and the Treasurer and Auditor is directed to set aside funds in an amount up to \$1,600,000 for such contract.

BAHA Chair: _____
Adrienne J. Tissier

Approved: Date: February 27, 2013