



Agenda Item 8

TO: Bay Area Headquarters Authority

DATE: November 12, 2014

FR: Executive Director

W. I. 9130

RE: Contract Amendment - On-Call Construction Management Services: Harris & Associates (\$1,540,000 plus a contingency not to exceed \$500,000)

This item would authorize the Executive Director or his designee to enter into a contract amendment 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 \$1,540,000, and authorize a contingency not to exceed \$500,000, subject to the approval by BAHA of BAHA Resolution No. 13, Revised and the approval by BATA of BATA Resolution No. 113, Revised.

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 procurement was written to allow BAHA to use selected firms under its own contract(s).

Following approval of the contract by the Authority in February 2013, Harris joined the 390 Main Street project team in the role of construction manager. Harris’s responsibilities include:

1. Owner representation as Resident Engineer. 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. 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

The majority of the work is performed on a time and materials basis. The contract, currently valued at an amount not to exceed \$1,700,000, was scheduled to be completed over a 22-month duration, from March 2013 through substantial completion of work in November 2014. After a four month ramp-up, the average equivalent staffing for this work at its peak was to be 3.2 persons. The schedule was based on the Drug Enforcement Administration’s (DEA’s) vacating by April 2014, as the Government Services Administration (GSA) had informed BAHA in December 2012.

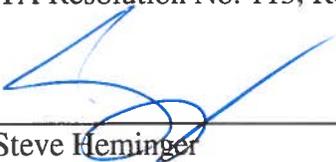
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With the DEA's relocation delayed until March 2015, and project substantial completion delayed until December 2015, this amendment would allow for the extension of services for an equivalent of 4.2 persons over the 12 additional months. The additional person is to account for the increased oversight BATA will require for field observation as more concurrent work activities are scheduled to expedite the project's delivery.

A contingency of \$500,000 is included in this request to account for further delay of DEA's relocation to June 30, 2015, when the GSA lease is set to expire. With the exception of \$250,000, funds are not currently budgeted for this contract amendment but are included in the revisions sought to BAHA Resolution 13, Revised in Item 6 of the agenda.

Recommendation

Staff recommends that the Authority authorize the Executive Director or his designee to negotiate and enter into a contract amendment with Harris & Associates for on-call Construction Management consultant services for the 390 Main Street project in an amount not to exceed \$1,540,000 plus a contingency to be used at the Executive Director's or his designee's sole discretion in the amount of \$500,000, subject to the approval by BAHA of BAHA Resolution No. 13, Revised and the approval by BATA of BATA Resolution No. 113, Revised.



Steve Heminger

REQUEST FOR AUTHORITY APPROVAL

Summary of Proposed Contract Amendment

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: \$1,540,000 and a contingency of \$500,000 to be used at the Executive Director or designee's sole discretion (this amendment)

Total Contract before this amendment: \$1,700,000

Total Authorized Contract after this amendment: \$3,240,000 and a contingency of \$500,000 to be used at the Executive Director or designee's sole discretion

Funding Source: BAHA FY 2014-15 Budget

Fiscal Impact: Funding will be included in BAHA's FY 2014-15 Budget subject to the approval by BAHA of BAHA Resolution No. 13, Revised and the approval by BATA of BATA Resolution No. 113, Revised.

Motion by Authority: That the Executive Director or his designee is authorized to negotiate and enter into a contract amendment with Harris & Associates for on-call Construction Management consultant services as described above and in the Executive Director's memorandum dated November 12, 2014, and that the Treasurer and Auditor is directed to set aside funds in the amount of \$1,540,000 for such contract amendment and an additional amount of \$500,000 for a contingency, subject to the approval by BAHA of BAHA Resolution No. 13, Revised and the approval by BATA of BATA Resolution No. 113, Revised.

BAHA Chair: _____
Amy Rein Worth

Approved: Date: November 19, 2014

REQUEST FOR AUTHORITY APPROVAL

Summary of Proposed Contract Amendment

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: \$250,000 (this amendment)
Total Contract before this amendment: \$1,700,000
Total Authorized Contract after this amendment: \$1,950,000

Funding Source: BAHA FY 2014-15 Budget

Fiscal Impact: Funds are included in BAHA's FY 2014-15 Budget.

Motion by Authority: That the Executive Director or his designee is authorized to negotiate and enter into a contract amendment with Harris & Associates for on-call Construction Management consultant services as described above and in the Executive Director's memorandum dated November 12, 2014 and that the Treasurer and Auditor is directed to set aside funds in the amount of \$250,000 for such contract amendment.

BAHA Chair: _____
Amy Rein Worth

Approved: Date: November 19, 2014