

Agenda Item 5

TO: Bay Area Headquarters Authority (BAHA)

DATE: January 21, 2015

FR: Executive Director

W.I.

RE: Contract Amendment – Architectural and Engineering Services: Perkins + Will (\$1,650,000 plus a contingency not to exceed \$300,000)

This memorandum seeks Authority approval of a contract amendment with Perkins + Will (P+W) to fund the extension of Architecture/Engineering (A/E) services for the retrofit and renovation of 375 Beale Street in an amount not to exceed \$1,650,000, and authorize a contingency not to exceed \$300,000.

Background

P+W was selected in December 2012 in response to a competitive procurement to develop and implement renovation and seismic retrofit design for BAHA’s new regional agency headquarters facility (“BAHA Facility”) at 375 Beale Street in San Francisco. The current contract in the amount of \$8,500,000 includes fee for agency programming, building renovation design, network and furniture design, agency requested design changes and construction administration.

Construction administration (CA) is the term for A/E services provided during construction to ensure the design intent is followed. These services include responding to requests for information, reviewing submittals, making design revisions when necessitated by construction, and performing site observations.

When the construction administration scope and fee were originally approved by BAHA in April 2013, the assumption included that the Drug Enforcement Administration (DEA) would relocate by December 2013, substantial completion would be reached by December 2014, and project close-out would occur in February 2015. We now expect DEA to relocate by March 1, 2015, substantial completion in December 2015, and project close-out in January 2016. P+W’s revised fee would be as follows:

Phase	Programming and Renovation Design	Furniture Design	Bid and Construction Administration	Subtotal (Current Contract)	Contract Amendment	Total (Revised Contract)	Contingency
Fee	\$5,940,000	\$450,000	\$2,110,000	\$8,500,000	\$1,650,000	\$10,150,000	\$300,000

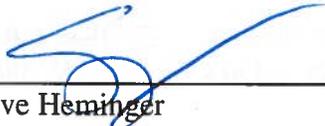
Note: P+W’s total project fee assumes the DEA relocates by March 1, 2015.

The request for the contract amendment includes \$1,250,000 for the extension of CA services, and \$400,000 for work related to the preliminary layout of MTC’s expansion to Level 5, revision to the diverged information technology network and for other agency-requested design revisions. The request also includes a contingency of \$300,000 to be used at the discretion of the Executive Director.

Attachments B and C of Item 3, 375 Beale Status Report, include tables of the allocation of funds from the November 2014 budget revision and the use of project contingency.

Recommendation:

Staff recommends that the Authority authorize the Executive Director or his designee to negotiate and enter into a contract amendment with P+W to add an amount not to exceed \$1,650,000 for completing the Architect/Engineering services through construction closeout plus a contingency to be used at the Executive Director's discretion in the amount of \$300,000.



Steve Heminger

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REQUEST FOR AUTHORITY APPROVAL

Summary of Proposed Consultant Contract Amendment

Consultant: Perkins + Will
San Francisco, CA

Work Project Title: BAHA Facility Renovation and Retrofit Design

Purpose of Project: Provide architecture and engineering design services for the BAHA Facility renovation and retrofit.

Brief Scope of Work: Provide design services to complete the design through the construction documents stage to renovate and retrofit the 500,000-square-foot 375 Beale Street in San Francisco to serve as the Regional Agency Facility Headquarters.

Project Cost Not to Exceed: This amendment: \$1,650,000 and a contingency of \$300,000 to be used at the Executive Director or designee's sole discretion
Current contract before this amendment: \$8,500,000
Maximum contract amount after this amendment: \$10,150,000 and a contingency of \$300,000 to be used at the Executive Director or designee's sole discretion

Funding Source: BAHA FY 2014/15 Budget

Fiscal Impact: Funding is 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 Perkins + Will for design services through construction closeout for the BAHA Facility renovation and retrofit as described above and in the Executive Director's Memorandum dated January 14, 2014, and the Treasurer and Auditor is directed to set aside funds in the amount of \$1,650,000 for such contract amendment plus a contingency of \$300,000 to be used at the Executive Director's discretion.

BAHA Chair: _____
Amy Rein Worth

Approved: Date: January 28, 2015