

Meeting Minutes

Bay Area Headquarters Authority

Wednesday, February 27, 2019

1:35 PM

Board Room - 1st Floor

*** PLEASE NOTE MEETING DATE AND TIME ***

Call Meeting to Order

1. Roll Call/Confirm Quorum

Present: 4 - Commissioner Glover, Chair Haggerty, Vice Chair Pedroza and Commissioner Worth

2. Consent Calendar

Upon the motion by Commissioner Pedroza and the second by Commissioner Worth, the Consent Calendar was unanimously approved by the following vote:

Aye: 6 - Commissioner Glover, Chair Haggerty, Mackenzie, Vice Chair Pedroza, Slocum and Commissioner Worth

2a. [18-0969](#) Minutes of the September 26, 2018 meeting

Action: Authority Approval

2b. [18-0982](#) Second Quarter BAHA Financial Statements - December 2018

Action: Information

Presenter: Brian Mayhew

2c. [19-0072](#) Commercial Lease Extension - 375 Beale Street, Suites 200A and 300C: Bay Area Headquarters Authority - FasTrak® Regional Customer Service Center (estimated at \$4,200,000)

Action: Authority Approval

Presenter: Stephen Wolf

2d. [19-0083](#) Contract Amendment - Architectural and Engineering Services: TEF Architecture and Interior Design, Inc. (\$50,000)

Action: Authority Approval

Presenter: Gary Szeto

3. Authority Approval

3a. [18-0968](#) Bay Area Metro Center - Large Retail Space:

i. BAHA/ BAAQMD Funding Agreement: 375 Beale St. Large Retail Space Development (\$3,000,000)

A request to enter into a funding agreement with Bay Area Air Quality Management District (“BAAQMD”) to support the build-out of the approximately 4,300-square-foot retail space on the 1st floor of the Bay Area Metro Center at 375 Beale Street, San Francisco.

ii. BAHA Resolution No. 20, Revised, FY 2018-19 Operating and Capital Budgets Revision

A request to amend the FY 2018-19 Capital and Operating Budgets to include a funding agreement of \$3,000,000 to the Capital Commercial Development Budget as part of build-out of the Large Retail Space.

iii. Contract Amendment - Large Retail Space Tenant Improvements: Swinerton Builders (\$4,132,536 plus \$400,000 Owner’s contingency)

A request for approval of a contract amendment with Swinerton Builders for the build-out of the Large Retail space on the 1st floor of the Bay Area Metro Center at 375 Beale Street, San Francisco.

Action: Authority Approval

Presenter: Gary Szeto

Upon the motion by Commissioner Worth and the second by Vice Chair Haggerty, the Authority unanimously approved the funding agreement with the Bay Area Air Quality Management District; BAHA Resolution No. 20, Revised; and the contract amendment with Swinerton Builders. The motion carried by the following vote:

Aye: 6 - Commissioner Glover, Chair Haggerty, Mackenzie, Vice Chair Pedroza, Slocum and Commissioner Worth

4. Public Comment / Other Business

5. Adjournment / Next Meeting

The next meeting of the Bay Area Headquarters Authority will be held on March 27, 2019 at 9:40 a.m. in the Board Room at the Bay Area Metro Center, 375 Beale Street, San Francisco, CA.