

Bay Area Headquarters Authority (BAHA)

March 22, 2023

Agenda Item 2b - 23-0418

Contract Amendment – Architectural and Engineering Services: TEF Architecture and Interior Design, Inc. (\$50,000)

Subject:

This memorandum requests Authority approval to enter into a contract amendment with TEF Architecture and Interior Design, Inc. (TEF), in an amount not to exceed \$50,000, to provide design and other related project management design services through the current contract term of December 31, 2023.

Background:

Under the 2018-2021 On-Call Building Architectural and Engineering Services Bench, three firms, including TEF Design, proposed and were qualified in the architecture service category. See Attachment A, for the table showing firms on the bench. After a comparative review of the SOQ as related to programmatic needs, consideration of direct experience with similar projects, and familiarity with the building's interior design, BAHA staff determined that TEF Design is the best fit for performance of the anticipated scope of work. In October 2021, the Authority approved a contract amendment in the amount of \$80,000 for a contract with TEF to assist BAHA with Hybrid Visioning to determine how the regional agency spaces within the Bay Area Metro Center (BAMC) may evolve with the changing needs related to a hybrid work environment. Specifically the Hybrid Visioning included in depth research to determine what types of space changes would benefit the regional agency occupants and the experience in the building, assistance with reopening goal and process documentation including a review and comparison of values generated from the initial design of the building; existing space analysis; and development of a Kit of Parts (KOP) option: plan, spacing and identification of possible future locations for more mechanical exploration to be addressed after identification.

Subsequent to the initial project above, BAHA required the services of a professional consultant firm to assist with implementing the Workspace and Collaboration Spaces pilot scenarios. BAHA selected TEF based on their relevant experience via a direct selection to test and evaluate the KOP physical changes and assist BAHA in determining what space changes to implement more broadly throughout the office. In September 2022, to allow for the additional design services related to the Hybrid Pilot project BAHA added \$200,000 under Executive Director authority and extended the contract through December 31, 2023.

This contract amendment for \$50,000 will be used to allow TEF to provide additional staff meetings, workshops and surveys, as well as as needed design and other related project management services related to the Hybrid Pilot project they are currently assisting BAHA with. .

Attachment B includes a summary of TEF and its project team's small business and disadvantaged business enterprise status.

Issues:

None.

Recommendation:

Staff recommends that the Authority authorize the Executive Director or designee to negotiate and enter into a contract amendment with TEF in an amount not to exceed \$50,000, for a new contract not to exceed amount of \$740,000 through the current contract term of December 31, 2023, to provide architectural and engineering services related to the Hybrid Pilot project.

Attachments:

Request for Committee Approval – Summary of Proposed Contract



Andrew B. Fremier

Attachment A

		2018 Architectural and Engineering Services Bench: Service Categories							
Firm		Architecture	Landscape Architecture	Civil Engineering	Structural Engineering	Mechanical Engineering	Electrical Engineering	Plumbing Engineering	Information Technology (IT) and Audio/Visual (A/V)
1	Charles M. Salter Associates, Inc.								X
2	Holmes Structures				X				
3	Perkins+Will, Inc.	X	X						
4	Randall/Lamb/Associates					X	X		
5	Royston Hanamoto Alley & Abey dba RHAA		X						
6	Rutherford + Chekene				X				
7	Salas O'Brien Engineering, Inc. dba Salas O'Brien					X	X	X	
8	Taylor Engineering LLC					X		X	
9	TEECOM, Inc.								X
10	TEF Architecture & Interior Design, Inc.	X							
11	Walker Parking Consultants/Engineers, Inc. dba Walker Consultants	X							

Attachment B
Subconsultant List

		DBE* Firm			SBE** Firm			
	Firm Name	Role on Project	Yes	If Yes, List #	No	Yes	If Yes, List #	No
Prime Contractor	TEF Architecture and Interior Design, Inc.	Interior Design			X	X	24450	
Subcontractor	Silverman & Light Consulting	Electrical Engineering and Lighting Designs			X	X	43834	
Subcontractor	Holmes Structures	Structural Engineering			X			X
Subcontractor	Charles M. Salter Associates, Inc.	Acoustics, Audiovisual, Telecommunications, Security Engineering			X	X	1023399	
Subcontractor	MHC Engineers	Mechanical, Plumbing, and Electrical Engineering			X			X
	Webb Foodservice Design	Food Service Design			X	X	2006476	

*Denotes certification by the California Unified Certification Program (CUCP).

**Denotes certification by the State of California.

REQUEST FOR COMMITTEE APPROVAL

Summary of Proposed Contract Amendment

Work Item No.: 9161

Consultant: TEF Architecture and Interior Design, Inc.
San Francisco, CA

Work Project Title: BAHA On-Call Architectural and Engineering Services

Purpose of Project: Provide architecture and engineering design services for BAHA facility renovations

Brief Scope of Work: Complete design modifications to the Metro Center agency offices and conference rooms

Project Cost Not to Exceed: \$50,000 (This amendment)
\$690,000 (Current contract authorization before this amendment)
\$740,000 (New total contract amount)

Funding Source: BAHA FY 2022-23 Budget

Fiscal Impact: Funding of \$50,000 is budgeted in 9161 of the FY 2022-23 agency budget.

Motion by Authority: That the Executive Director or designee is authorized to negotiate and enter into a contract amendment with TEF Architecture and Interior Design, Inc. for design services for the BAHA facility renovations as described above and in the BAHA Summary Sheet dated March 22, 2023, and the Treasurer and Auditor is directed to set aside funds in the amount of \$50,000 for such contract amendment.

BAHA Chair:

Alfredo Pedroza

Approved:

Date: March 22, 2023