



101 Eighth Street,  
Joseph P. Bort  
MetroCenter  
Oakland, CA

## Meeting Agenda

### Bay Area Headquarters Authority

#### *Authority Members:*

*Dave Cortese, Chair   Jake Mackenzie, Vice Chair*

*Tom Bates, David Campos, Adrienne J. Tissier, Amy Rein  
Worth*

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Wednesday, April 27, 2016

10:00 AM

**Meeting Location:**  
The Tech Museum of Innovation  
201 S Market St, San Jose, CA 95113

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This meeting will not be audiocast live; it will be recorded, and the recording will be posted to the Metropolitan Transportation Commission's website:  
<http://mtc.ca.gov/whats-happening/meetings>.

#### 1. Roll Call/Confirm Quorum

*Quorum: A quorum of this Authority shall be a majority of its regular voting members (4).*

#### 2. Pledge of Allegiance

#### 3. Compensation Announcement (Commission Secretary)

#### 4. Consent Calendar

- 4a.     [15-1451](#)     Minutes of the March 23, 2016 meeting

**Action:**           Authority Approval

**Attachments:**   [4a 03-23-2016 BAHA Minutes v2.pdf](#)

- 4b.     [15-1368](#)     Purchase Order Amendment - Network Installation and Support  
Services: SSP Data (\$90,000)

**Action:**           Authority Approval

**Presenter:**     Valerie Campbell

**Attachments:**   [4b\\_POAmend\\_SSP\\_Data.pdf](#)

- 4c. [15-1486](#) Purchase Order - Fiber Optic Communications from 375 Beale to 365 Main Streets: Digital 365 Main, LLC (\$350,000)
- Action: Authority Approval
- Presenter: Valerie Campbell
- Attachments: [4c PO Digital365MainLLC.pdf](#)
- 4d. [15-1555](#) Lease Amendment: Bay Area Toll Authority - Suites 210 and 330
- Action: Authority Approval
- Presenter: Teri Green
- Attachments: [4d Lease Amendment - Bay Area Toll Authority.pdf](#)

### Information

5. [15-1452](#) 375 Beale Street Status Report - April 2016
- Action: Information
- Presenter: Andrew Fremier
- Attachments: [5 April 2016 Status Report.pdf](#)

### 6. Public Comment / Other Business

### 7. Adjournment / Next Meeting

The next meeting of the Bay Area Headquarters Authority will be held at the Bay Area Metro Center, 375 Beale Street, San Francisco, CA 94105 at a date and time to be duly noticed.

**Public Comment:** The public is encouraged to comment on agenda items at Authority meetings by completing a request-to-speak card (available from staff) and passing it to the Authority secretary. Public comment may be limited by any of the procedures set forth in Section 3.09 of MTC's Procedures Manual (Resolution No. 1058, Revised) if, in the chair's judgment, it is necessary to maintain the orderly flow of business.

**Meeting Conduct:** If this meeting is willfully interrupted or disrupted by one or more persons rendering orderly conduct of the meeting unfeasible, the Chair may order the removal of individuals who are willfully disrupting the meeting. Such individuals may be arrested. If order cannot be restored by such removal, the members of the Authority may direct that the meeting room be cleared (except for representatives of the press or other news media not participating in the disturbance), and the session may continue.

**Record of Meeting:** Authority meetings are recorded. Copies of recordings are available at a nominal charge, or recordings may be listened to at MTC offices by appointment. Audiocasts are maintained on MTC's Web site ([mtc.ca.gov](http://mtc.ca.gov)) for public review for at least one year.

**Accessibility and Title VI:** MTC provides services/accommodations upon request to persons with disabilities and individuals who are limited-English proficient who wish to address Commission matters. For accommodations or translations assistance, please call 510.817.5757 or 510.810.5769 for TDD/TTY. We require three working days' notice to accommodate your request.

可及性和法令第六章：MTC 根據要求向希望來委員會討論有關事宜的殘疾人士及英語有限者提供服務/方便。需要便利設施或翻譯協助者，請致電 510.817.5757 或 510.817.5769 TDD / TTY。我們要求您在三個工作日前告知，以滿足您的要求。

**Acceso y el Titulo VI:** La MTC puede proveer asistencia/facilitar la comunicación a las personas discapacitadas y los individuos con conocimiento limitado del inglés quienes quieran dirigirse a la Comisión. Para solicitar asistencia, por favor llame al número 510.817.5757 o al 510.817.5769 para TDD/TTY. Requerimos que solicite asistencia con tres días hábiles de anticipación para poderle proveer asistencia.

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Attachments are sent to Authority members, key staff and others as appropriate. Copies will be available at the meeting.

All items on the agenda are subject to action and/or change by the Authority. Actions recommended by staff are subject to change by the Authority.



# Metropolitan Transportation Commission

101 Eighth Street,  
Joseph P. Bort MetroCenter  
Oakland, CA

## Legislation Details (With Text)

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**File #:** 15-1451      **Version:** 1      **Name:**  
**Type:** Minutes      **Status:** Consent  
**File created:** 3/17/2016      **In control:** Bay Area Headquarters Authority  
**On agenda:** 4/27/2016      **Final action:**  
**Title:** Minutes of the March 23, 2016 meeting  
**Sponsors:**  
**Indexes:**  
**Code sections:**  
**Attachments:** [4a\\_03-23-2016\\_BAHA\\_Minutes\\_v2.pdf](#)

Date	Ver.	Action By	Action	Result
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**Subject:**  
Minutes of the March 23, 2016 meeting

**Recommended Action:**  
Authority Approval



101 Eighth Street,  
Joseph P. Bort  
MetroCenter  
Oakland, CA

## Meeting Minutes

### Bay Area Headquarters Authority

#### *Authority Members:*

*Dave Cortese, Chair   Jake Mackenzie, Vice Chair*

*Tom Bates, David Campos, Adrienne J. Tissier, Amy Rein  
Worth*

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Wednesday, March 23, 2016

9:40 AM

Lawrence D. Dahms Auditorium

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#### Call Meeting to Order

#### 1. Roll Call/Confirm Quorum

**Present:** 6 - Commissioner Rein Worth, Chairperson Cortese, Commissioner Bates,  
Commissioner Tissier, Commissioner Campos and Vice Chair Mackenzie

#### 2. Consent Calendar

Approval of the Consent Calendar

**Upon the motion by Vice Chair Mackenzie and the second by Commissioner  
Tissier, the Consent Calendar was unanimously approved by the following vote:**

**Aye:** 6 - Commissioner Rein Worth, Chairperson Cortese, Commissioner Bates,  
Commissioner Tissier, Commissioner Campos and Vice Chair Mackenzie

2a. [15-1349](#) Minutes of the February 24, 2016 meeting

**Action:** Authority Approval

#### 3. Authority Approval

3a. [15-1293](#) Lease Agreement with the Association of Bay Area Governments to lease  
space at 375 Beale Street, the Regional Agency Headquarters, pending  
creation of condominium units at the location

A request for approval of a lease agreement with the Association of Bay  
Area Governments.

**Action:** Authority Approval

**Presenter:** Andrew Fremier

**Upon the motion by Vice Chair Mackenzie and the second by Commissioner Rein  
Worth, the Lease Agreement with the Association of Bay Area Governments was  
unanimously approved. The motion carried by the following vote:**

**Aye:** 6 - Commissioner Rein Worth, Chairperson Cortese, Commissioner Bates, Commissioner Tissier, Commissioner Campos and Vice Chair Mackenzie

- 3b.**     [15-1338](#)     BAHA Resolution No. 16: Amendment to Office Lease between the Bay Area Headquarters Authority and the Bay Area Air Quality Management District

A request for approval of BAHA Resolution No. 16.

**Action:** Authority Approval

**Presenter:** Andrew Fremier

**Upon the motion by Commissioner Tissier and the second by Commissioner Bates, BAHA Resolution No. 16, Amendment to the Office Lease between the Bay Area Headquarters Authority and the Bay Area Air Quality Management District, was unanimously approved. The motion carried by the following vote:**

**Aye:** 6 - Commissioner Rein Worth, Chairperson Cortese, Commissioner Bates, Commissioner Tissier, Commissioner Campos and Vice Chair Mackenzie

#### **4. Information**

- 4a.**     [15-1352](#)     375 Beale Street Status Report - March 2016

**Action:** Information

**Presenter:** Andrew Fremier

#### **5. Public Comment / Other Business**

#### **6. Adjournment / Next Meeting**

**The next meeting of the Bay Area Headquarters Authority will be held at a date, time, and location to be duly noticed.**



# Metropolitan Transportation Commission

101 Eighth Street,  
Joseph P. Bort MetroCenter  
Oakland, CA

## Legislation Details (With Text)

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**File #:** 15-1368      **Version:** 1      **Name:**

**Type:** Contract      **Status:** Consent

**File created:** 2/26/2016      **In control:** Bay Area Headquarters Authority

**On agenda:** 4/27/2016      **Final action:**

**Title:** Purchase Order Amendment - Network Installation and Support Services: SSP Data (\$90,000)

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** [4b\\_POAmend\\_SSP\\_Data.pdf](#)

Date	Ver.	Action By	Action	Result
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**Subject:**  
Purchase Order Amendment - Network Installation and Support Services: SSP Data (\$90,000)

**Presenter:**  
Valerie Campbell

**Recommended Action:**  
Authority Approval

**Agenda Item 4b**

TO: Bay Area Headquarters Authority

DATE: April 20, 2016

FR: Executive Director

W. I. 9130

RE: Purchase Order Amendment: – Network Installation and Support Services: SSP Data (\$90,000)

This memorandum seeks Authority approval of a purchase order amendment for SSP Data in an amount not to exceed \$90,000 for network installation and support services for the BAHA project based network engineer through June 30, 2016.

**Background**

MTC contracts with several temporary staffing agencies to provide project-based staffing services for various new initiatives and time-limited operational projects and programs such as the 375 Beale Street project. The BAHA Network Engineer provides the following installation and support services:

- Develop network design specifics integrating building and agency technology;
- Review building technology equipment specifics with contractors/sub-contractors;
- Oversee technology vendors providing network design, equipment, and implementation; and
- Configure network equipment and develop related test plans

The initial purchase order in the amount of \$100,000 was issued in 2014. In March 2015, the Authority approved an additional \$90,000 to fund services. This amendment funds network engineer project based staff through June 30, 2016.

Executive Director's Management Memorandum No. 352, Third-Party Contracting Policies and Procedures, expressly exempts temporary agency personnel services from MTC's competitive procurement requirements. Attachment A includes a summary of SSP Data's small business and disadvantaged business enterprise status.

**Recommendation**

Staff recommends that the Authority authorize the Executive Director or his designee to issue a purchase order amendment to SSP Data in an amount not to exceed \$90,000 for project-based temporary network engineer staffing for installation and support services.

  
Steve Heminger

SH:vdc  
Attachment



### Attachment A

	Firm Name	Role on Project	DBE* Firm			SBE** Firm	
			Yes	If Yes, List #	No	Yes	If Yes, List # #
Prime Contractor	SSP Data	Temp Staff/Network Engineer			X	X	56663
Subcontractor							

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

\*\*Denotes certification by the State of California.

## REQUEST FOR AUTHORITY APPROVAL

### Summary of Proposed Purchase Order Amendment

Vendor:	SSP Data
Work Project Title:	375 Beale Street Technology Services
Purpose of Project:	Network Installation and Support Services
Brief Scope of Work:	Project-based network installation and support services through June 30, 2016
Project Cost Not to Exceed:	\$90,000 (This amendment) \$192,360 (Total before this amendment) \$282,360 (Total purchase order after this amendment)
Funding Source:	BAHA FY 2015-16 Capital Budget
Fiscal Impact:	Funding is included in the BAHA FY 2015-16 Capital Budget
Motion by Authority:	That the Executive Director or his designee is authorized to issue a purchase order amendment to SSP Data for project-based network engineer installation and support services as described above and in the Executive Director's memorandum dated April 13, 2016, and the Treasurer and Auditor is directed to set aside funds in the amount of \$90,000 for such purchase order amendment.
BAHA Chair:	<hr/> Dave Cortese
Approved:	Date: April 27, 2016



# Metropolitan Transportation Commission

101 Eighth Street,  
Joseph P. Bort MetroCenter  
Oakland, CA

## Legislation Details (With Text)

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**File #:** 15-1486      **Version:** 1      **Name:**

**Type:** Contract      **Status:** Consent

**File created:** 3/28/2016      **In control:** Bay Area Headquarters Authority

**On agenda:** 4/27/2016      **Final action:**

**Title:** Purchase Order - Fiber Optic Communications from 375 Beale to 365 Main Streets: Digital 365 Main, LLC (\$350,000)

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** [4c\\_PO\\_Digital365MainLLC.pdf](#)

Date	Ver.	Action By	Action	Result
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### Subject:

Purchase Order - Fiber Optic Communications from 375 Beale to 365 Main Streets: Digital 365 Main, LLC (\$350,000)

### Presenter:

Valerie Campbell

### Recommended Action:

Authority Approval

**BAY AREA HEADQUARTERS AUTHORITY**

Regional Agency Headquarters  
375 Beale Street, San Francisco, CA 94105

TEL 415.543.BAHA (2242)

EMAIL [info@mtc.ca.gov](mailto:info@mtc.ca.gov)

WEB [www.mtc.ca.gov](http://www.mtc.ca.gov)

**Memorandum****Agenda Item 4c**

TO: Bay Area Headquarters Authority

DATE: April 20, 2016

FR: Executive Director

W. I. 9130

RE: Purchase Order – Fiber Optic Communications from 375 Beale to 365 Main Streets: Digital 365 Main, LLC (\$350,000)

This memorandum seeks approval to issue a purchase order for a five-year agreement on a sole source basis with Digital 365 Main, LLC (Digital 365) for fiber optic data communications infrastructure and related technology hosting services at Digital 365's colocation facility, in an amount not to exceed \$350,000. This service provides a point-to-point connection for the BAIFA Express Lanes System, located in both the BAHA's Data Center and BAIFA's leased space at 365 Main Street.

**Background**

Digital 365 is a technology vendor that provides hosting, co-location, communications, and disaster recovery services. Its detailed services include technology shipping/receiving, environmentally controlled computer room, data communications services, disaster recovery, and asset security.

The 375 Beale Street Regional Headquarters will house agency technology for the BATA FasTrak® Regional Customer Service Center, the Regional Operations Center, and BAIFA express lanes. The fiber optic communications infrastructure between the 375 Beale Street Regional Headquarters and Digital 365 will connect the aforementioned agency systems with the BAIFA leased services and infrastructure located at 365 Main St. The Digital 365 fiber optic data communications services will include: fiber optic communications infrastructure and related hosting ("colo") services at its facility and conduit to be used exclusively for the connection of BAHA owned fiber infrastructure.

The Digital 365 San Francisco facility is located directly across the street from the new Regional Headquarters and provides all of the services required to provide the necessary data communications infrastructure and colo services. Based on this reason, procuring services from Digital 365 on a sole source basis was approved under agency procedures. Digital 365 is neither a small business nor a disadvantaged business enterprise and currently has no subcontractors.

**Recommendation**

Staff recommends that the Authority authorize the Executive Director or his designee to issue a purchase order for a five-year lease agreement to Digital 365 Main, LLC in an amount not to exceed \$350,000 for Fiber Optic communications and services.

  
\_\_\_\_\_  
Steve Heminger

SH:vdc

## REQUEST FOR AUTHORITY APPROVAL

### Summary of Proposed Purchase Order

Vendor:	Digital 365 Main, LLC
Work Project Title:	375 Beale Street Technology Services
Purpose of Project:	Fiber Optic Communications and Services
Brief Scope of Work:	Lease of communications services, infrastructure co-location computer room space, and utilities necessary for agency connectivity between 375 Beale and Digital 365 Main, LLC
Project Cost Not to Exceed:	\$350,000
Funding Source:	\$80,000 BAHA FY 2015-16 Capital Budget \$270,000 BAIFA Express Lanes Capital Project Budget
Fiscal Impact:	Funding is included in the BAHA FY 2015-16 Capital Budget
Motion by Authority:	That the Executive Director or his designee is authorized to issue a purchase order to Digital 365 Main, LLC for the 5-year lease of communications and related co-location services as described above and in the Executive Director's memorandum dated April 13, 2016, and the Treasurer and Auditor is directed to set aside funds in the amount of \$350,000 for such purchase order.
BAHA Chair:	<hr/> Dave Cortese
Approved:	Date: April 27, 2015

## Legislation Details (With Text)

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**File #:** 15-1555      **Version:** 1      **Name:**

**Type:** Contract      **Status:** Consent

**File created:** 4/12/2016      **In control:** Bay Area Headquarters Authority

**On agenda:** 4/27/2016      **Final action:**

**Title:** Lease Amendment: Bay Area Toll Authority - Suites 210 and 330

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** [4d Lease Amendment - Bay Area Toll Authority.pdf](#)

Date	Ver.	Action By	Action	Result
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**Subject:**  
Lease Amendment: Bay Area Toll Authority - Suites 210 and 330

**Presenter:**  
Teri Green

**Recommended Action:**  
Authority Approval

**BAY AREA HEADQUARTERS AUTHORITY**

Regional Agency Headquarters  
375 Beale Street, San Francisco, CA 94105

TEL 415.543.BAHA (2242)

EMAIL [info@mtc.ca.gov](mailto:info@mtc.ca.gov)

WEB [www.mtc.ca.gov](http://www.mtc.ca.gov)

**Memorandum****Agenda Item 4d**

TO: Bay Area Headquarters Authority

DATE: April 20, 2016

FR: Executive Director

W. I. 9130

RE: Lease Amendment: Bay Area Toll Authority – Suites 210 and 330

BAHA executed a commercial lease with the Bay Area Toll Authority (BATA) for Suites 210 and 330 at 375 Beale Street effective October 1, 2015. The lease agreement authorized BATA to sublease or license the space to Xerox State and Local Solutions, Inc. (Xerox), as BATA's FasTrak® Customer Service Center contractor, without further BAHA approval. Since then, BATA has proceeded with tenant improvements in the leased premises at its own cost, and BATA has been in negotiations with Xerox regarding the square footage Xerox would license and the license fee payable.

The result of those negotiations is that Xerox's space requirements are approximately 3,700 rentable square feet less than the premises BAHA originally leased to BATA. Further, Xerox will be paying a license fee to BATA commencing with Xerox's commencement of operations in the license area and in an initial amount of approximately \$46.00 per rentable square foot, approximately \$2.00 per rentable square foot higher than the initial base rent under the BAHA-BATA lease. In addition, there will be a limitation on Xerox's responsibility for increases in operating costs. (Increased operating costs are passed through from BAHA to BATA as additional rent under the BAHA-BATA lease starting in 2017.)

Staff requests authorization to amend the lease to conform to these business terms negotiated between BATA and Xerox, as shown on Attachment A hereto. These changes are largely advantageous to BAHA because they will free up a stand-alone suite for rent to a commercial tenant and increase the base rent per rentable square foot of the remaining leased premises.

**Recommendation**

Staff recommends that the Authority authorize the Executive Director, or his designee, to negotiate and enter into an amendment to the lease agreement with BATA under terms and conditions consistent with this memorandum and the terms set forth in Attachment A and to approve additional changes to such terms based on adjustments to the actual rentable square footage of the area licensed to Xerox.

  
\_\_\_\_\_  
Steve Heminger

SH:tg  
Attachment

**ATTACHMENT A**  
**SUMMARY OF AMENDMENTS TO LEASE TERMS**

Landlord: Bay Area Headquarters Authority (“Landlord” or “BAHA”)

Tenant: Bay Area Toll Authority (“Tenant” or “BATA”)

Use: Fastrak® Customer Service Center

Staff is seeking approval of a lease amendment reflecting the following amended terms:

Premises: ~~30,266~~26,600 (approximately) Rentable Square Feet (RSF)  
Suite 300C and Suite 200A

Rent: Base Rent: ~~\$44.00~~\$46.00/RSF (net of electric)  
Increase: 3% annual escalation (*starting November 2016*)

Additional Rent: Payable with respect to ~~100%~~ *approximately 80% (or approximately 21,600 RSF)* of the Premises.

Broker Commission: ~~\$133,548~~\$106,400 (approximate) based on “Owner Designated Tenant”.

Rent Commencement Date: ~~April 1, 2016~~ *Upon commencement of Xerox operations in the Premises*



## Legislation Details (With Text)

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**File #:** 15-1452      **Version:** 1      **Name:**  
**Type:** Report      **Status:** Informational  
**File created:** 3/17/2016      **In control:** Bay Area Headquarters Authority  
**On agenda:** 4/27/2016      **Final action:**  
**Title:** 375 Beale Street Status Report - April 2016  
**Sponsors:**  
**Indexes:**  
**Code sections:**  
**Attachments:** [5 April 2016 Status Report.pdf](#)

Date	Ver.	Action By	Action	Result
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**Subject:**  
375 Beale Street Status Report - April 2016

**Presenter:**  
Andrew Fremier

**Recommended Action:**  
Information

**BAY AREA HEADQUARTERS AUTHORITY**

Regional Agency Headquarters  
375 Beale Street, San Francisco, CA 94105

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***Memorandum*****Agenda Item 5**

TO: Bay Area Headquarters Authority

DATE: April 20, 2016

FR: Executive Director

W. I. 9130

RE: 375 Beale Street Status Report – April 2016

**1. Construction Update/Certificate of Occupancy**

On Monday, April 18<sup>th</sup>, the California State Fire Marshall issued the long-anticipated Certificate of Occupancy which certified that the building is in compliance with fire and life safety requirements. The building is in its final stages of being unwrapped and is now ready for occupancy. The balance of the construction work to be completed involves the external features of the 8<sup>th</sup> Floor roof terrace and Tree Well, development of Rincon Place, and audio visual commissioning that McCarthy will continue to work on. None of this work affects being able to move into the building. Attachment A includes updated construction photos. Attachment B is a stacking plan that summarizes the planned occupancy of the building including agency, commercial office, and retail spaces.

**2. Move Date(s)**

The Xerox Fastrak Customer Service Center is relocating to the building and will be open for operations as of Monday, April 25<sup>th</sup>. MTC and ABAG's first day of operations will be Monday, May 23<sup>rd</sup>. The Air District is planning to move one week later during the Memorial Day weekend, with Tuesday, May 31<sup>st</sup> being its first day of business. MTC also will host its May Committee meetings at 375 Beale Street in the Board Room on May 11<sup>th</sup> and May 13<sup>th</sup>, one week prior to the staff relocation. The first Commission meeting at Beale Street will be May 25<sup>th</sup>.

**3. Streetscape/Rincon Place**

Sidewalk improvements for Beale Street are completed and improvements for Main Street are underway. The City and County of San Francisco has a contract to relocate water main lines and permanent grade changes along Beale Street. This work is not anticipated to start until later in the summer, and will continue throughout the year. Tishman Speyer is working with the City and County of San Francisco to resolve conflicts at the corner of Harrison and Main streets. Tishman Speyer is also preparing to submit drawings of the landscape improvements on Rincon Place for permit approval before starting work this summer.

**4. Technology**

Final audio visual connections have been made in conference rooms. Mock meeting scenarios are being held in the board room for webcasting and final sound adjustments are being made. Telephones have been placed in the public areas. Also, the media wall in the lobby area is active and test video is being looped.

## **5. Furniture Procurement**

Approximately 1,500 chairs/seating (offices and workstations, conference rooms, public meeting rooms), tables and other ancillary furniture for the atrium and collaboration areas have been placed. Installation of shelving for the technical and the law libraries is nearly complete. Hogue is coordinating the installation of all other furniture items by the end of April.

## **6. Building Operational Readiness**

BAHA is working with agency partners and Cushman & Wakefield of California, Inc. (Cushman & Wakefield) on building operational readiness and opening activities. Preparation of the mail rooms, copy/supply rooms, pantries, security badging, and board room operations are underway. BAHA has implemented a new conference room scheduling system to coordinate meeting room management. Cushman & Wakefield is preparing for the visitor management system. It has also developed an emergency evacuation plan and will provide floor warden and other safety training as part of the building orientation.

## **7. Ada's Café and Resource Center**

Design plans have been approved by the Office of State Fire Marshal (OSFM) and Division of State Architect (DSA) and a construction contract with BCCI is in place. Work has been authorized to start and is estimated to take five months to complete, with a grand opening scheduled for October 2016.

## **8. Rutherford + Chekene**

Design plans are currently under review by OSFM and DSA. However, permitted construction work continues in the space. BAHA is also awaiting execution of the lease amendment approved by BAHA in February, based on the reduction in square feet. Rutherford is expected to occupy the space as of June 2016.

## **9. Twilio**

Per the terms of the lease agreement, the landlord improvements were completed and the space delivered on April 15<sup>th</sup> to Twilio for acceptance, which allows tenant improvements to commence. Twilio has submitted design plans to OSFM and DSA for review and is awaiting approval. Twilio is expected to occupy the space as of October 2016.

## **10. Degenkolb Engineers**

BAHA is obligated to turn over the space to Degenkolb Engineers (Degenkolb) by September 1, 2016 once landlord work is completed. Degenkolb is making preparations and has selected BCCI to provide construction services. Landlord work is expected to commence in conjunction with Level 5 work.

## **11. Level 5 MTC and San Francisco Bay Conservation and Development Commission (BCDC) (Reserved) Space**

Construction drawings are underway for the combined spaces. Once approved by BAHA, they will be submitted to OSFM and DSA for approval. BAHA is also considering options for developing the


space reserved for BCDC if there is a delay once plans are approved. Staff will submit a request at a future Authority meeting to approve funding to build out MTC's Level 5 improvements concurrent with the improvements to the BCDC space. If BCDC is not allowed to relocate, the space will be ready for another tenant.

#### **12. BCDC Update**

In February 2016, BCDC submitted an updated report to the Senate Committee on Budget and Fiscal Review. Assuming funding is approved in the FY 2016-17 State Budget, BCDC proposes a move-in date in early 2017. No additional information is known at this time.

#### **13. Election Polling Location**

BAHA reached an agreement with the San Francisco Department of Elections to make 375 Beale Street available as a polling place for the June 7 Primary and the November 8 Presidential elections.



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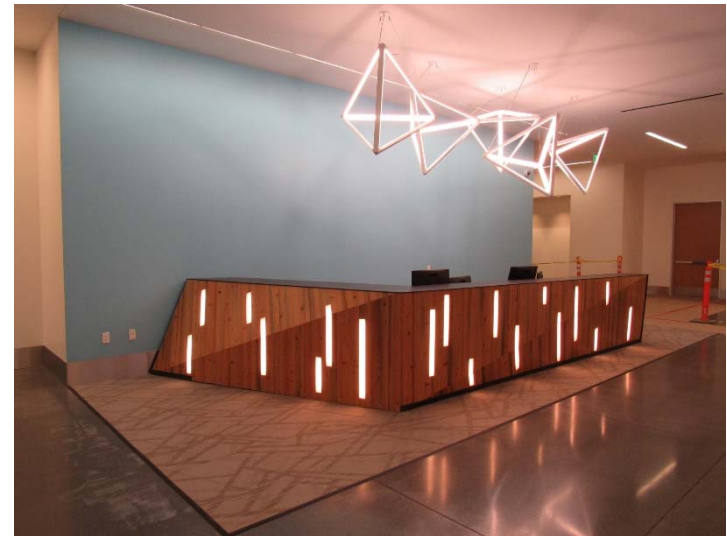
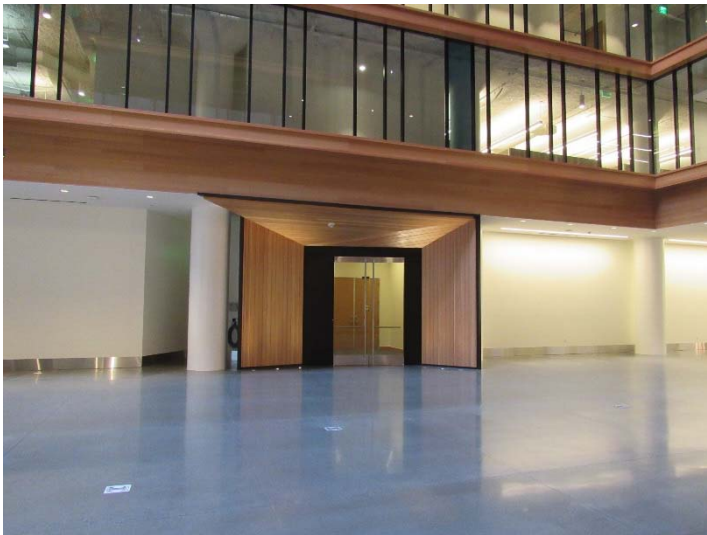
Steve Heminger

SH:TG  
Attachments



State Fire Marshall and Andrew Fremier – Certificate of Occupancy

**Agenda Item 5 – Attachment A**

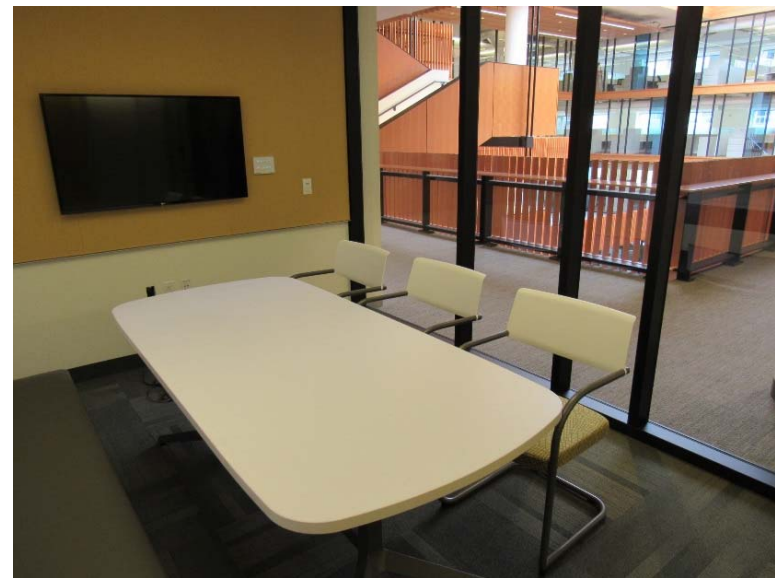




**Agenda Item 5 - Attachment A**



**Agenda Item 5 - Attachment A**





# 375 BEALE STREET - LEASING UPDATE

375 Beale Street							
ESTIMATED AGENCY RSF - STACKING PLAN							
BOMA Legacy Method A: Smith Group 6.19.15							
FLOOR							
8  7  6  5  4  3  2  1	Agency (MTC, ABAG, BAAQMD) 55,700 RSF						
	Agency (MTC, ABAG, BAAQMD) 57,300 RSF						
	Agency (BAAQMD) 58,100 RSF						
	Agency (MTC) 14,900 RSF	BCDC (pending negotiations) 21,000 RSF			DEGENKOLB 22,536 RSF (occupy: 2-1-2017)		
	TWILIO 58,290 RSF (occupy: 10-15-2016)						
	BATA-Fastrak 9,170 RSF	RUTHERFORD & CHEKENE 13,892 RSF (occupy: 6-1-16)		TWILIO 33,533 RSF (occupy: 10-15-2016)			
	PARKING 16,064		BIKES/ LOCKERS 4,396	BAAQMD & BAHA 9600 RSF	CW 1,082 RSF	BATA-Fastrak CSC 21,100 RSF (occupy: 4-25-16)	
	BUILDING SUPPORT 10,326	PARKING 15,912		LOBBY 14,606		Board Rooms & Public Meeting Rooms 14,200 RSF	Resource Center & ADA's 1,521 RSF

Agency Space

Leased Space

Vacant Space

4/1/2016