

Memorandum

Agenda Item 2b

TO: Bay Area Headquarters Authority

DATE: June 15, 2016

FR: Executive Director

W. I. 9130

RE: Contract Amendment - On-Call Construction Management Services: Harris & Associates, Inc. (\$150,000)

This item would authorize the Executive Director or his designee to enter into a contract amendment with Harris & Associates, Inc. ("Harris") for on-call construction management services for the retrofit and renovation of 375 Beale Street in an amount not to exceed \$150,000.

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 project team in the role of construction manager. Harris' 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. In 2014, staff budgeted funds and contingency to last through May 2016. Closeout, which includes: completing commissioning and punch list work; settling final change orders; and claims management is now expected to last into August 2016. Harris will provide administration of closeout and negotiation of final costs. Funds are included in the project contingency.

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

Recommendation

Staff recommends that the Authority authorize the Executive Director or his designee to negotiate and enter into a contract amendment with Harris & Associates, Inc. for on-call Construction Management consultant services for the 375 Beale Street project in an amount not to exceed \$150,000.



Steve Heminger

Attachment A

	Firm Name	Role on Project	DBE* Firm			SBE** Firm		
			Yes	If Yes, List #	No	Yes	If Yes, List #	No
Prime Contractor	Harris & Associates	Construction Manager			X			X
Subcontractor	Applied Materials & Engineering, Inc.	Testing and Special Inspection	X	38639		X	1195	
Subcontractor	Aon Hewitt	Smoke Control Testing			X			X
Subcontractor	Gilda Puente-Peters Architects	Certified Access Specialist			X			X

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

**Denotes certification by the State of California.

REQUEST FOR AUTHORITY APPROVAL

Summary of Proposed Contract Amendment

Consultant:	Harris & Associates, Inc. Concord, CA
Work Project Title:	390 Main Street Renovation and Retrofit, Construction Management Owner Support
Purpose of Project:	Renovate 375 Beale Street
Brief Scope of Work:	Provide Construction Management Owner Support services for the BAHA Facility renovation and retrofit
Project Cost Not to Exceed:	\$150,000 (this amendment) Total Contract before this amendment: \$3,940,000 Total Authorized Contract after this amendment: \$4,090,000
Funding Source:	BAHA FY 2015-16 Capital Budget
Fiscal Impact:	Funding is included in BAHA's FY 2015-16 Capital Budget.
Motion by Authority:	That the Executive Director or his designee is authorized to negotiate and enter into a contract amendment with Harris & Associates, Inc. for on-call Construction Management consultant services as described above and in the Executive Director's memorandum dated June 15, 2016, and that the Treasurer and Auditor is directed to set aside funds in the amount of \$150,000 for such contract amendment.
BAHA Chair:	<hr/> Dave Cortese
Approved:	Date: June 22, 2016