

375 Beale Condominium Corporation

June 9, 2025

Agenda Item 4a – 25-0658

Building Operations (Including Property Management Services, Activities, and Safety and Security) and Projects Report

Summary:

This memorandum provides the Board with an update on Building Operations, including Property Management services, ongoing activities, safety and security measures, and current projects.

Background:

The Bay Area Headquarters Authority (BAHA) is pleased to serve as the Facility Operator for the property located at 375 Beale Street. The Covenants, Conditions & Restrictions (CC&Rs) dated December 22, 2016, confer upon the Facility Operator all powers, duties, and responsibilities for the day-to-day operation, management, and maintenance of the Common Area and the Jointly Used Space (as defined in the CC&Rs). This includes implementing adopted rules; preparing and implementing the approved budgets; maintaining the accounting records; contracting service providers; and collecting and depositing authorized assessments.

Cushman & Wakefield (C&W) assists BAHA with property management services, including, but not limited to, building management, tenant services, building engineering, security, parking, and janitorial.

Bay Area Metro Center (BAMC) Activities:

In this report, staff provide information on scheduled activities and shared services utilization since the last Board meeting.

There have been no significant safety or security incidents since the last Board meeting. BAHA and C&W staff will continue to actively monitor building safety and security and will provide updates at future 375 Beale Condominium Board meetings.

Since the last Board meeting, BAMC has hosted two American Red Cross blood drives, and utilization reports for other Shared Services activities are attached as follows:

- Attachment A: BAMC Visitors, Parking and Other Building Information
- Attachment B: Room Reservations for Agency Meetings at 375 Beale

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Projects

1st Floor Reconfigurations and Audio-Visual (AV) Upgrade

Conference Room Renovations

Construction of the Yerba Buena and Ohlone conference rooms on the first floor was substantially completed by the end of April 2025. The reconfigured spaces, along with upgraded audiovisual systems, now offer enhanced capacity for meetings and events, incorporating the latest in innovative technology.

Façade Repairs

The building façade repair project, which began in early 2024, is scheduled to continue through 2028 to address all necessary exterior improvements. The project is progressing as planned. C&W and BAHA staff remain in close coordination with the contractor to minimize construction-related impacts—such as noise—on building occupants.

Issues:


None.

Recommended Action:

None. This is an informational item only.

Attachments:

- Attachment A: BAMC Visitors, Parking, and Other Building Information
- Attachment B: Room Reservations for Agency Meetings at 375 Beale

Signed by:


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