

# Bay Area Headquarters Authority (BAHA)

June 28, 2023

Agenda Item 2c - 23-0929

## Contract Amendment– Furniture Procurements Services: KBM Office Equipment Inc. (\$300,000)

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### **Subject:**

A request that the Authority authorizes the Executive Director or designee to negotiate and enter into a contract amendment in an amount not to exceed \$300,000, with KBM Office Equipment Inc. (KBM-Hogue) for the procurement and installation of office, conference room, shared space, and other ancillary furniture to accommodate hybrid work at the Bay Area Metro Center (BAMC) located at 375 Beale Street, San Francisco.

### **Background:**

After a competitive procurement, the Authority authorized a 10-year contract with an option to extend for two additional five-year periods with KBM-Hogue on June 25, 2014, for an amount not to exceed \$500,000 for Phase I professional services costs related to the design of new office furniture for the agency offices in the base building build-out. The contract was amended on May 15, 2015, September 1, 2015, June 5, 2017, and September 1, 2019, for a total amount not to exceed \$6,300,000 for the acquisition, delivery, and installation of furniture in offices and previously un-programmed spaces, conference rooms and public spaces at 375 Beale Street.

BAHA is currently undertaking a Hybrid Visioning Pilot to determine how the regional agency spaces within BAMC may evolve with the changing needs related to a hybrid work environment.

The proposed amendment would add an additional \$300,000 for procurement and installation of office, conference room, shared space, and other ancillary furniture to allow BAHA to pilot furniture and space modifications in a small number of individual offices, workstations, and conference rooms to determine what space changes to implement more broadly throughout the office to better accommodate hybrid work.

Funds for this contract amendment are included in the FY 2022/23 Building Improvement Fund – Capital Budget.

KBM-Hogue is not a small business enterprises or disadvantaged business enterprises.

**Issues:**

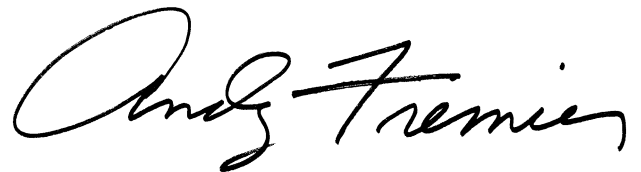
None.

**Recommendation:**

Staff recommends that the Authority authorize the Executive Director or designee to negotiate and enter into a contract amendment with KBM-Hogue in an amount not to exceed \$300,000 for a new total contract not to exceed amount of \$6,600,000, for the procurement and installation of office, conference room, shared space, and other ancillary furniture to accommodate hybrid work at the Bay Area Metro Center (BAMC) located at 375 Beale Street, San Francisco.

**Attachments:**

Request for Committee Approval – Summary of Proposed Contract



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Andrew B. Fremier

**REQUEST FOR COMMITTEE APPROVAL**

Summary of Proposed Contract

Work Item No.: 9161

Consultant: KBM Office Equipment Inc. dba KBM-Hogue (KBM-Hogue)  
San Francisco, CA

Work Project Title: 375 Beale Street Furniture Dealer/Manufacturer Services

Purpose of Project: Provide services to procure and install office, conference room, shared space, and other ancillary furniture to accommodate hybrid work at the Bay Area Metro Center (BAMC) located at 375 Beale Street, San Francisco

Brief Scope of Work: Provide services related to the procurement of new office and other ancillary furniture for the 375 Beale Street building

Project Cost Not to Exceed: \$300,000 (This Amendment)  
\$6,300,000 (Current contract authorization before this Amendment)  
\$6,600,000 (New total contract amount)

Funding Source: BAHA FY 2022-23 Capital Budget - Building Improvement Fund

Fiscal Impact: Funding is included in the FY 2023-24 BAHA Capital - Building Improvement Fund

Motion by Authority: That the Executive Director or designee is authorized to negotiate and enter into an amendment to the contract with (KBM-Hogue) to add an amount not to exceed \$300,000 (as described above and in the Bay Area Headquarters Authority Summary Sheet dated June

28, 2023, and the Chief Fiscal Officer (CFO) is directed to set aside funds in the amount of \$300,000 for such contract amendment.

BAHA Chair:

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Alfredo Pedroza, Chair

Approved:

Date: June 28, 2023