

**Bay Area Headquarters Authority  
(BAHA)**

**September 27, 2023**

**Agenda Item 2b - 23-1142**

**Contract Amendment – Furniture Procurement Services: KBM Office Equipment Inc.  
(\$250,000)**

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**Subject:**

Authorization to negotiate and enter into a contract amendment in an amount not to exceed \$250,000, 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).

**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, September 1, 2019, June 28, 2023, and August 14, 2023, for a total amount not to exceed \$6,800,000 for the acquisition, delivery, and installation of furniture in offices and previously un-programmed spaces, conference rooms and public spaces at 375 Beale Street.

The proposed amendment would add an additional \$250,000 for design, procurement, and installation of office, conference room, shared space, and other ancillary furniture, including but not limited to in the Claremont Conference room – adjacent to the Board room - to update spaces and improve overall functionality in the hybrid work environment.

Funds for this contract amendment are included in the FY 2023/24 Building Improvement Fund – Capital Budget.

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

**Issues:**

None.

**Recommendation:**

Staff recommends that the Authority authorize the Executive Director to negotiate and enter into a contract amendment with KBM-Hogue in an amount not to exceed \$250,000 for the procurement and installation of office, conference room, shared space, and other ancillary furniture to accommodate hybrid work at BAMC located at 375 Beale Street, San Francisco, for a new total contract amount not to exceed \$7,050,000.

**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 design, procure and install conference room and shared space, and other ancillary furniture, including but not limited to in the Claremont Conference room – adjacent to the Board room - to update spaces and improve overall functionality in the hybrid work environment at 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:** \$250,000 (This Amendment)  
\$6,800,000 (Current contract authorization before this Amendment)  
\$7,050,000 (New total contract amount)

**Funding Source:** BAHA FY 2023-24 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 is authorized to negotiate and enter into a contract amendment not to exceed \$250,000 with KBM-Hogue to add an amount not to exceed \$250,000 for the procurement and installation of office, conference room, shared space, and other ancillary furniture as described above and in the Bay Area

Headquarters Authority Summary Sheet dated September 27, 2023, and the Chief Fiscal Officer (CFO) is directed to set aside funds in the amount of \$250,000 for such contract amendment.

BAHA Chair:

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Alfredo Pedroza, Chair

Approved:

Date: September 27, 2023