

Regional Agency  
Headquarters Status Report  
375 Beale Street



Ad Hoc Building Oversight Committee  
Bay Area Air Quality Management District  
April 16, 2014

## 375 Beale Status Report – April, 2014

- Background on the Project
- 375 Beale Street Construction Update
- Shared Services at 375 Beale Street
- Furniture Procurement Update
- Next Steps

## BACKGROUND

- ❑ September, 2011 the Metropolitan Transportation Commission and the Bay Area Toll Authority executed a joint powers agreement which established the Bay Area Headquarters Authority (BAHA) to purchase 390 Main Street
- ❑ Air District Finalized Financing its portion of 375 Beale Street through a Lease Purchase Agreement securing the issuance of Certificates of Participation purchased by BAHA
- ❑ The Air District's portion is approximately 75,000 square feet and will be located on the 2<sup>nd</sup>, 6<sup>th</sup>, 7<sup>th</sup>, and 8<sup>th</sup> floors
- ❑ The Air District will own and occupy this space under the terms of a Condominium Agreement

# Construction Update

- Atrium Demolition and Excavation Work - Completed January 2014
- Perimeter Walls Strengthened on Levels 4 through 6
- Foundation Strengthening is Underway
- Contractors are gearing up for work on the interior of the building to create work spaces, conference rooms, specialized rooms, etc.,
- Expected Move in date calendar year 2015

# Construction Photos



*Open house held by McCarthy and BAHA for the neighbors to see the completed atrium, after several months of evening demolition. (View from future entry at 375 Beale)*



*1) Atrium view from 8<sup>th</sup> floor; 2) 201 Folsom Street project, four tower cranes in place. 3) Air District and BAHA staff touring building.*

# Shared Services at 375 Beale Street

Vision for the Regional Agency Headquarters includes sharing business operations and technology functions among agencies at move in:

- Recommendations for shared services developed by administrative management and technology staff of each agency
- Agencies are currently working with Accenture LLP to develop a service delivery model and governance framework for shared services
- Executive Officers of Air District, MTC, and ABAG agreed on terms of a Memorandum of Understanding to establish “375 Beale Committee”

# Shared Technology Services at Move In

## Work Place Services

- Email
- Calendaring/Meeting Scheduling
- Conference Room Scheduling
- Conference Room Audio/Visual Support Systems
- Video Conferencing
- Webcasting
- Printers/Copiers
- Visitor Scheduling/Management

## Networks and Telephones

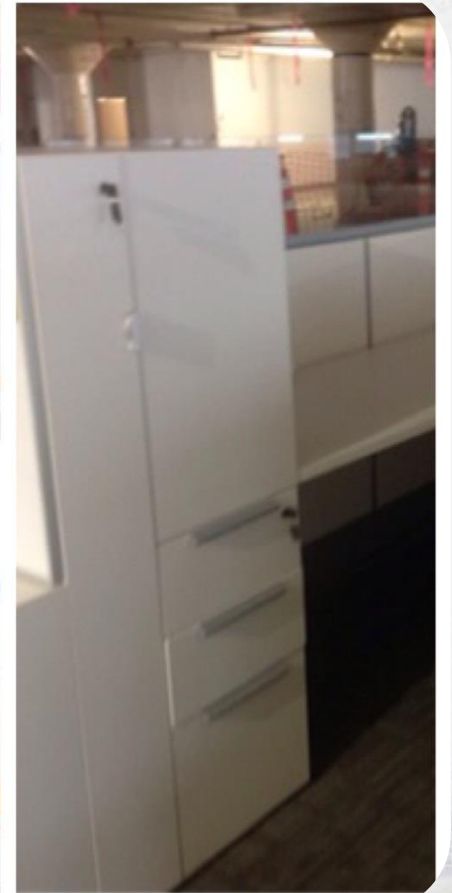
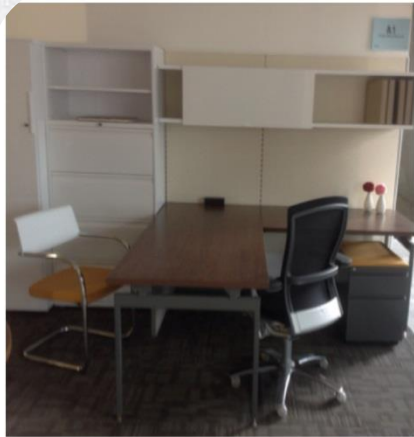
- Telephone Systems
- Converged Network, Cabling, and Components
- Wireless (Wi-Fi) Network
- Internet Connectivity
- Server Rooms
- IDF Rooms

# Furniture Procurement Update

- ❑ RFP Issued January, 2014 for procurement of furniture for the new building including offices, workstations, conference rooms and other specialized areas;
- ❑ Four written proposals and proposed furniture solutions were received
  - ❑ Vendor teams invited to install mock ups of proposed solutions at 375 Beale Street
- ❑ Agency staff attended a Furniture Fair held April 1<sup>st</sup> & 2<sup>nd</sup>
- ❑ Evaluation Committee comprised of representatives from each agency will complete evaluation and make recommendation to BAHA Board



# Furniture Fair at 375 Beale



*Office Options*

*Workstation Options*

File Storage, Seating, and Closet Storage Solutions



*Workstation  
Guest Seating  
Options*

## Next Steps

- Continued Development of a Shared Services Delivery Model to include business services functions, and staffing
- Recommendation of vendor contract for furniture procurement
- Upon awarding of contract, Furniture Evaluation Committee will proceed with developing final design (i.e., colors, finishes, fabrics) and other changes based on input from staff that attended the furniture fair

Approval of Expenditures  
in Excess of \$70,000



Ad Hoc Building Oversight Committee  
Bay Area Air Quality Management District  
April 16, 2014



## Overview

- Programming and Design Change Orders
- Shared Services Consultant Engagement
- Recommendation

# Agency Space Design and Programming

- Interior design and programming of the agency floors at 375 Beale Street began in January 2012-completed in 2013
- Agency Space programming and design change orders
- Need identified for contingencies associated with the move to the RAHQ

# Shared Services Delivery Assessment Consulting Engagement

- ❑ Accenture was selected in January, 2013 to assist with project management and technical analyses to support co-location and a collaborative information technology platform for the agencies upon move in at 375 Beale Street
- ❑ Accenture is currently working with the agencies to develop:
  - a shared services delivery model;
  - governance framework for ownership, oversight and resources management; and
  - developing the technical design and specifications necessary for procurement
- ❑ Agency cost sharing

# Recommendation

- ❑ Recommend Board of Directors authorize the Executive Officer/APCO to reimburse the Bay Area Headquarters Authority for change orders and third party services in the development and operations of the Air District's space at the new Regional Agency Headquarters in an amount not to exceed \$500,000.00.