

# 375 Beale Condominium Corporation

June 4, 2024

Agenda Item 4a - 24-0671

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

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### **Summary:**

This memorandum is to provide information to the Board regarding Building Operations (including Property Management Services, Activities, and Safety and Security) and Projects Report.

### **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 advise on scheduled activities and shared services utilization since the last Board meeting.

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

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

- Attachment A: BAMC Visitors, Parking and Other Service Requests

- Attachment B: Room Reservations for Agency Meetings at 375 Beale

## **Projects**

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

Construction for the 1<sup>st</sup> Floor Yerba Buena and Ohlone conference room spaces and the warming kitchen are underway. The first phase of the project - AV upgrades to Temazcal – is completed. Phase two of the project – Yerba Buena and Ohlone space and HVAC modifications, warming kitchen updates, former PG&E Vault transformation to storage room conversion, and installation of a technology control room in the Beale garage – are scheduled to be completed in August 2024.

### *Parking Controls Equipment Replacement*

The replacement of the parking gate control equipment in the Beale garage is underway and on schedule to be completed by June 30, 2024. Once fully installed the updated parking gate control equipment will enhance occupants and transient parkers experience by allowing them to integrate to the building card access system and facilitate online validation.

### *Façade Repairs*

In August of 2023, C&W engaged a third-party consultant to provide façade inspections of the Bay Area Metro Center (BAMC) in conformance with the San Francisco Building Façade Inspection and Maintenance Program (AB-110). The inspection report identified repairs and maintenance work are necessary to repair concrete spalls on the building's façade, along with further inspection of corroded sheet metal flashing at the Air Handling Unit, waterproofing of windows, metal cladding appendages, and terrace; per the San Francisco ordinance AB-110. This project began in early 2024 and will continue through 2027 to make all necessary repairs to the façade. Since the inspection report was issued and exterior walls were evaluated onsite, the concrete repairs were found to be more extensive than originally assumed. C&W and BAHA staff continue to work with the Contractor to minimize construction-related – noise, etc. - impacts on building occupants.

*General Amenity Updates*

The 2<sup>nd</sup> Floor Cove, (“BAMC Gym”) which now has exercise equipment is being utilized by building occupants and staff continue to work to enhance occupant and visitor experience. Cushman & Wakefield is currently researching fitness classes that will benefit the building occupants. Moving forward metrics on the BAMC Gym and other building-wide events – Bike to Work day, etc. – will be collected and presented to this Board in the Shared Service reports.

*Hybrid Space Pilot*

BAHA and MTC finalized the design, construction, and installation of furniture and technology for the Hybrid Space Pilot in a small number of MTC workspaces and shared conference rooms. The changes will allow MTC staff and the other regional agencies to try out and determine what technology and space changes allow for the most productive meetings and interactions in the Hybrid workplace. Feedback on the Hybrid Space Pilot areas will be collected from staff to determine which of the modifications should be made to other locations in the building to facilitate the hybrid work environment.

**Issues:**

None.

**Recommended Action:**

None. This is an informational item only.

**Attachments:**

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

*Denise Rodrigues*

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Denise T. Rodrigues