

Bay Area Air Quality Management District  
939 Ellis Street  
San Francisco, California 94109  
(415) 749-5073

**APPROVED MINUTES**

Summary of Board of Directors  
Ad Hoc Building Oversight Committee Meeting  
Wednesday, April 20, 2016

**1. CALL TO ORDER – ROLL CALL**

Director Hudson called the meeting to order at 9:32 a.m.

Present: Chairperson Eric Mar; Vice Chairperson Liz Kniss; and Directors Carole Groom; Scott Haggerty; David Hudson; and Jim Spring.

Absent: None.

**2. PUBLIC COMMENT ON NON-AGENDA MATTERS:**

No requests received.

**3. APPROVAL OF THE MINUTES OF FEBRUARY 17, 2016**

Ad Hoc Building Oversight Committee (Committee) Comments:

None.

Public Comments:

No requests received.

Committee Action:

Director Hudson made a motion, seconded by Director Spring, to approve the minutes of February 17, 2016; and the motion carried by the following vote of the Committee:

AYES: Groom, Haggerty, Hudson, Mar, and Spring.  
NOES: None.  
ABSTAIN: None.  
ABSENT: Kniss.

#### **4. BAY AREA METRO CENTER (375 BEALE STREET) PROJECT STATUS REPORT – APRIL 2016**

Jack Broadbent, Executive Officer/Air Pollution Control Officer (APCO), announced that the Air District will move to 375 Beale Street over Memorial Day Weekend, with the first day of work at the Beale Street office on May 31, 2016. Mr. Broadbent introduced Damian Breen, Deputy Air Pollution Control Officer, who introduced Mary Ann Okpalaugo, Strategic Facilities Manager, who gave the staff presentation *Bay Area Metro Center – 375 Beale Street Project Status Report*, which included construction and furniture updates; shared services/service level agreements; and next steps.

NOTED PRESENT: Committee Vice Chair Kniss was noted present at 9:37 a.m.

##### Committee Comments:

The Committee and staff discussed parking spaces for Board Members at 375 Beale Street; and public transit routes and options to 375 Beale Street.

##### Public Comments:

No requests received.

##### Committee Action:

None; receive and file.

#### **5. MOVE-IN SCHEDULE FOR 375 BEALE STREET**

Mr. Broadbent re-introduced Mr. Breen, who gave the staff presentation *Move-In Schedule for 375 Beale Street*, including move date; move requirements underway; and next steps.

##### Committee Comments:

The Committee and staff discussed the location of the Stationary Source Committee meeting schedule for June 1, 2016.

##### Public Comments:

No requests received.

##### Committee Action:

None; receive and file.

**6. OVERVIEW OF DECOMMISSIONING ACTIVITIES AT 939 ELLIS STREET AND SELECTION OF CONTRACTOR FOR EQUIPMENT DISPOSAL AND RECYCLE**

Mr. Broadbent thanked his staff for their time and effort regarding the move. He introduced Rex Sanders, Director of Executive and Administrative Resources, who gave the staff presentation, *Overview of Decommissioning Activities at 939 Ellis Street*, including overview; RFPs and other options; hybrid approach; and recommendation.

Committee Comments:

The Committee and staff discussed what types of things the Air District would put up for auction; who is eligible to bid; how any funds generated from the online auction would be put into the designated building reserve; and whether or not the funds generated from the auction would cover the cost of recycling and disposal.

Public Comments:

No requests received.

Committee Action:

Director Haggerty made a motion, seconded by Director Hudson, to Authorize the Executive Officer/APCO to enter into contract with Bluewater Environmental Services, Inc. not to exceed \$88,940.00 for the disposal and recycle of equipment at 939 Ellis Street; and Authorize the Transfer of \$88,940.00 from the designated building reserve into the Fiscal Year Ending 2016 budget; and the motion carried by the following vote of the Committee:

AYES: Groom, Haggerty, Hudson, Kniss, Mar, and Sperring.  
NOES: None.  
ABSTAIN: None.  
ABSENT: None.

**7. COMMITTEE MEMBER COMMENTS / OTHER BUSINESS:**

None.

**8. TIME AND PLACE OF NEXT MEETING:**

Wednesday, May 18, 2016, Bay Area Air Quality Management District Headquarters, 939 Ellis Street, San Francisco, California 94109 at 9:45 a.m.

**9. ADJOURNMENT:**

The meeting adjourned at 9:56 a.m.

*15/ Marcy Hiratzka*  
Marcy Hiratzka  
Clerk of the Boards