

Bay Area Air Quality Management District  
375 Beale Street, Suite 600  
San Francisco, California 94105  
(415) 749-5073

## **APPROVED MINUTES**

Summary of Board of Directors  
Ad Hoc Building Oversight Committee Meeting  
Wednesday, September 19, 2018

### **1. CALL TO ORDER – ROLL CALL**

Ad Hoc Building Oversight Committee (Committee) Chairperson, Mark Ross, called the meeting to order at 9:02 a.m.

Present: Chairperson Mark Ross; Vice Chairperson David Canepa; and Directors Teresa Barrett, Pauline Russo Cutter, Scott Haggerty, Liz Kniss, and Karen Mitchoff.

Absent: Director Jim Spering.

Also Present: Board of Directors Chairperson, David Hudson.

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

No requests received.

### **3. APPROVAL OF THE MINUTES OF AUGUST 1, 2018**

#### Public Comments

No requests received.

#### Committee Comments

None.

#### Committee Action

Vice Chair Canepa made a motion, seconded by Board Chair Hudson, to approve the minutes of August 1, 2018; and the motion carried by the following vote of the Committee:

AYES:	Barrett, Canepa, Hudson, Kniss, Mitchoff, and Ross.
NOES:	None.
ABSTAIN:	None.
ABSENT:	Cutter, Haggerty, and Spering.

**CLOSED SESSION** (9:04 a.m.)

- 4. CONFERENCE WITH REAL PROPERTY NEGOTIATOR – (*Government Code Section 54956.8*)** *The Committee met in closed session pursuant to Government Code Section 54956.8 to confer with real property negotiators to discuss acquisition of real property.*

Property: 4102, 4104, 4108, 4114, 4124 Lakeside Drive, Richmond, CA 94806

Air District Negotiators: Jack P. Broadbent, Executive Officer/Air Pollution Control Officer (APCO)  
Rex Sanders, Chief Administrative Officer

Negotiating Parties: Bay City Mechanical

Under Negotiation: Price and Terms

**OPEN SESSION** (9:13a.m.)

NOTED PRESENT: Director Cutter was noted present at 9:13 a.m.

Chair Ross announced that there was no reportable action regarding Item 4.

**5. CONTRACT WITH SWINERTON BUILDERS FOR RENOVATION OF PORTIONS OF THE EIGHTH FLOOR AT 375 BEALE STREET**

Jack P. Broadbent, Executive Officer/Air Pollution Control Officer (APCO), introduced Dr. Jeff McKay, Chief Financial Officer, who gave the staff presentation *Contract with Swinerton Builders for Renovation of Portions of Eighth Floor at 375 Beale*, including: renovation of eighth floor space outline; original purchase at 375 Beale Street; eighth floor purchase; unaudited reserves designations; purchase of eighth floor space outline; new configuration; and recommendation.

NOTED PRESENT: Director Haggerty was noted present at 9:16 a.m.

**Public Comments**

No requests received.

**Committee Comments**

The Committee and staff discussed the origin of the proposed contract amount, and whether Swinerton Builders was the lowest bidding contractor; and the percentage of permitting fees and contingencies within Swinerton Builders' proposed estimate.

## Committee Action

Director Mitchoff made a motion, seconded by Board Chair Hudson, to recommend that the Board approve a contract with Swinerton Builders for general contracting services relative to the above-captioned project and authorize the Executive Officer/APCO to negotiate and execute the General Contracting Services Proposal; and the motion carried by the following vote of the Committee:

AYES:           Barrett, Canepa, Cutter, Haggerty, Hudson, Kniss, Mitchoff, and Ross.  
NOES:           None.  
ABSTAIN:       None.  
ABSENT:        Spering.

### **6.       PUBLIC COMMENT ON NON-AGENDA MATTERS**

No requests received.

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

None.

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

At the call of the Committee Chairperson.

### **9.       ADJOURNMENT**

The meeting adjourned at 9:21 a.m.

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