
San Diego Regional Building Authority (SDRBA)

MINUTES

May 17, 2024

1. Roll Call

Vice Chair McCann called the meeting to order at 1:01 p.m. Authority members present included Commissioner Montgomery Steppe and Vice Chair McCann with Chair Vargas absent.

2. Approval of Minutes

Vice Chair McCann moved for approval of the minutes of the January 26, 2024, San Diego Regional Building Authority (SDRBA) meeting. Commissioner Montgomery Steppe seconded the motion, and the vote was 2 to 0 in favor with Chair Vargas absent.

3. James R. Mills Building – Adoption of Operating Budget and Capital Improvement Projects for Fiscal Year 2024/2025 (FY24/25)

Marko Medved, SDRBA Executive Officer outlined: the division of assets, operating expenses and budget, capital improvement expenses and budget, parking revenue, direct owner expenses, revenue contribution.

Action Taken

Vice Chair McCann moved to 1) Approve the proposed FY 24/25 Operating Budget (Attachment A) and authorize the Executive Officer to approve the expenditure of \$5,156,433 in accordance therewith; and 2) Approve the proposed FY 24/25 Capital Improvement Budget (Attachment B) and authorize the Executive Officer to approve the expenditure of \$1,854,757 from the Capital Reserve Account. Commissioner Montgomery Steppe seconded the motion, and the vote was 2 to 0 in favor with Chair Vargas absent.

4. Award of Property Management Agreement for James R. Mills Building and Autopark

Mr. Medved explained the length of the prior management contract with Colliers, the competitive procurement process and the parameters of the new contract with Ryan Companies US.

Vice Chair McCann asked staff to highlight the positives of the newly selected property management firm and contract. Brianda Diaz, MTS Procurement Specialist who led the procurement process, explained that Ryan Companies showcased new and innovative ideas, inspection procedures, additional security measures and emergency preparedness response plans, information technology experience, and maintenance perspective.

Commissioner Montgomery Steppe was concerned that there may be a disconnect between best value and quality of service. She acknowledged the competitive maintenance and operation proposal, compared to other bidders. She asked what caused the contract to be re-solicited. Ms. Diaz clarified that the original 16 year base of the contract was performed and a 6 month extension was approved by the SDRBA to allocate enough time to perform the solicitation for the new contract. Commissioner Montgomery Steppe asked about how the

building goes about working with subcontractors. Karen Landers, MTS General Counsel, stated that building management follows MTS contracting protocols and procedures. Leslie Cusworth, Colliers Building Manager, stated that building management works with third party vendors that adhere to MTS procurement protocols.

Vice Chair McCann acknowledged that competitive procurements are important for good quality contracted services.

Action Taken

Commissioner Montgomery Steppe moved to 1) Authorize Executive Officer of the SDRBA to execute Contract Doc. No. G2732.0-23 24 (in substantially the same format as Attachment A, B, C), the Property Management Agreement between Ryan Companies US Inc. (Ryan Companies) and SDRBA, for a contract term of ten (10) base years with two (2) 3-year options; 2) Authorize Executive Officer the authority to execute option years, at its discretion; and 3) Authorize Executive Officer to execute Amendment 6 to Contract Doc. No G1233.0-09 (in substantially the same format as Attachment D), with Colliers International Real Estate Management Services (CA), Inc. (Colliers) through September 30, 2024 to provide additional transition time. Vice Chair McCann seconded the motion, and the vote was 2 to 0 in favor with Chair Vargas absent.

5. Public Comments

There were no public comments.

6. Commissioner Member Comments

There were no member comments.

7. Next Meeting Date

The next San Diego Regional Building Authority meeting is to be determined.

8. Adjournment

The meeting adjourned at 1:15 p.m.


Chairperson
San Diego Regional Building Authority

Attachment: Roll Call Sheet