



Travis County Commissioners Court Agenda Request

Meeting Date: January 29, 2013

Prepared By/Phone Number: Jim Barr, AIA, LEED AP, 854-9190

Dept. Head: Roger A. El Khoury, M.S., P.E., Director, FMD, 854-4579

County Executive: Leslie Browder, PBO, 854-9106

Sponsoring Court Members: Judge Biscoe

Roger El Khoury
JB

AGENDA LANGUAGE:

Consider and take appropriate action on space reassignment in the 700 Lavaca Building:

- A. Reassign 10th floor space from Facilities Management Department to County Auditor and;
- B. Reassign 13th floor space from County Auditor to Facilities Management Department.

BACKGROUND/SUMMARY OF REQUEST:

The 700 Lavaca Building space assignments approved by the Commissioners Court allocate the 10th floor to the Facilities Management Department (FMD) and the 11th, 12th, 13th and 14th floors to the Auditor's Office. To date, the Auditor's Office has moved into the 11th and 12th floors. Additionally, 23 BEFIT/SAP program staff need to move from the Rusk Building to the Auditor's offices in the 700 Lavaca Building.

One-third of the 10th floor is presently occupied by a Tenant under a lease that will expire November 30, 2019 but has one 5-year renewal option that would extend the lease to 2024. The 13th floor is leased to a single Tenant until April 30, 2014 with a single renewal option for an additional 4-years .

STAFF RECOMMENDATIONS:

Facilities Management Department recommends approval to allow the Auditor's office to occupy the vacant two-thirds of the 10th floor and then to expand into the remaining one-third following the tenant lease expiration, anticipated to be in 2024. The reassignment will result in the Auditor's Office continuing to occupy contiguous floors as originally planned. The three floors, 10th, 11th and 12th are projected to support the Auditor's Office space needs until 2035.

Facilities Management Department also recommends approval for FMD to occupy the 13th floor when the 13th floor Tenant vacates the space. Currently FMD is located on the 3rd and 4th floors of the USB.

FMD has met with the Auditor to discuss the opportunities and options for this reassignment. The Auditor endorses the recommendation.

ISSUES AND OPPORTUNITIES:

Facilities Management Department and the Auditor concur with this reassignment of space. With the forthcoming need to house the Rusk Building staff the opportunity to move them to the vacant two-thirds of the 10th floor by September 2013 is advantageous. Growth projections for the Auditor's Office to 2024 can be accommodated on the 10th floor until the remaining one-third of the floor becomes available for expansion.

FISCAL IMPACT AND SOURCE OF FUNDING:

There is no fiscal impact in FY13 or FY14.

ATTACHMENTS/EXHIBITS:

None

REQUIRED AUTHORIZATIONS:

N/A