

**AGENDA**



**Recommendation for Council Action**

Austin City Council	<b>Item ID</b>	65657	<b>Agenda Number</b>	36.
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<b>Meeting Date:</b>	12/15/2016	<b>Department:</b>	Office of Real Estate Services
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**Subject**

Authorize the negotiation and execution of a 24-month lease renewal for 60 parking spaces for the Austin Code Department at 21 Waller Street, Austin, Texas, from AUSTIN GERIATRIC CENTER, INC., in an amount not to exceed \$108,000. (District 3)

**Amount and Source of Funding**

Funding in the amount of \$54,000 is available in the Fiscal Year 2016-2017 Operating Budget of the Austin Code Department. Funding for the remaining lease term is contingent upon available funding in future budgets.

**Fiscal Note**

A fiscal note is not required.

<b>Purchasing Language:</b>	
<b>Prior Council Action:</b>	
<b>For More Information:</b>	Lauraine Rizer, Office of Real Estate Services, (512) 974-7078; Megan Herron, Office of Real Estate Services, (512) 974-5649.
<b>Council Committee, Boards and Commission Action:</b>	
<b>MBE / WBE:</b>	
<b>Related Items:</b>	

**Additional Backup Information**

Austin Code Department operations are divided by geographic districts and by operational function. Currently, the South and East District field investigative officers and the Special Operations Division are located at the City's RBJ Building, located at 15 Waller Street. The RBJ Building does not have sufficient parking for the number of employees located at the facility, so the Austin Code Department leases out 60 spaces from the neighboring facility, owned by Austin Geriatric Center, Inc.

The Austin Code Department has 28 Code officers and three supervisors located at the RBJ Building. The work of all Code officers is generally split between field investigations and case management. Officers generally report into the office, which requires them to park their vehicles for variable amounts of time, before they proceed to do field investigations. Depending on the particular cases they are working, the officers often are required to come and go several times and park multiple times per day. The Austin Code Department functions based out of the RBJ Building are also supported by various administrative support personnel. Accordingly, approximately 39 employees are currently located at the site.

In addition to the regular needs of the 39 Code employees located at the RBJ Building, some cases require other code

officers from the North and West Districts or the Commercial/Multi-Family Division (located at the Rutherford Campus) to park at 21 Waller Street for short periods of time to collaborate on cases. Furthermore, two Austin Code Department event trailers are also parked at the facility. Sixty spaces is a sufficient number of reserved spots for the Austin Code Department's needs.

In September 2014, the City executed a 12-month lease for the 60 spaces at 21 Waller Street, at a monthly rate of \$75.00 per space. The following September, the City exercised its option to extend the lease for one year. The current lease expired September 8, 2016, and the lease has continued on a month-to-month basis as a renewal was negotiated. With this two-year extension, the Austin Code Department will continue to lease the same 60 spaces at the same rate of \$75.00 per space per month until the lease expires on September 8, 2018. There is no option to extend beyond that date.

The table below illustrates the rental cost for the spaces.

Lease Term	# of Spaces	Monthly Rate	Total Monthly Rent	Annual Rent
09/09/16 – 09/08/18 (2 yrs)	60	x \$75.00	= \$4,500	x 12 = \$54,000
<b>Total Amount:</b>				<b>\$108,000</b>

The Strategic Facilities Governance Team reviewed and approved this facility request.