



## Recommendation for Action

**File #:** 21-3243, **Agenda Item #:** 30.

10/14/2021

### **Posting Language**

Authorize an amendment to an existing contract with Lincoln Property Company Commercial, Inc., for continued property management services at the City's Planning and Development Center, to extend the term by 17 months and for an increase in the amount of \$4,050,960, for a revised total contract amount not to exceed \$6,000,000.

(Note: This contract is exempt from the City Code Chapter 2-9C Minority Owned and Women Owned Business Enterprise Procurement Program; therefore, no subcontracting goals were established).

### **Lead Department**

Purchasing Office.

### **Client Department(s)**

Building Services Department.

### **Fiscal Note**

Funding in the amount of \$2,859,501 is available in Fiscal Year 2021-2022 Operating Budget of Building Services Department. Funding for the remaining contract term is contingent upon available funding in future budgets.

### **Purchasing Language:**

Contract Amendment.

### **For More Information:**

Inquiries should be directed to the City Manager's Agenda Office, at 512-974-2991 or [AgendaOffice@austintexas.gov](mailto:AgendaOffice@austintexas.gov) <<mailto:AgendaOffice@austintexas.gov>> or to Claudia Rodriguez, at 512-974-2959 or [ClaudiaR.Rodriguez@austintexas.gov](mailto:ClaudiaR.Rodriguez@austintexas.gov) <<mailto:ClaudiaR.Rodriguez@austintexas.gov>>.

### **Additional Backup Information:**

The contract was established for the property management services required at the Planning and Development Center (PDC) located at 6310 Wilhelmina Delco Drive. The contractor provides personnel and services to operate, sustain, and service the property, process contractual payments, work with City contractors and departments that impact operations at the PDC, performs inspections, and maintain the quality of the building for its tenants. The contractor works in coordination with Building Services Department (BSD) to ensure timely repairs and implement safe, sustainable, and energy efficient practices. PDC is one of several buildings supported by BSD and houses multiple City departments.

In addition to the management fees and personnel provided, the contract reimburses the contractor for utilities, refuse and recycling collection, maintenance and repairs for building systems and services, fire suppression system support, roof maintenance, painting, flooring, and other facility services. Security and custodial services at PDC are provided by BSD employees.

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City Council approved the acquisition of the PDC on August 17, 2017 and the Office of Real Estate Services completed the PDC final acquisition in June 2020. The PDC acquisition includes a 5.164-acre land tract, an office building of approximately 264,000 gross square feet, structured parking, and related site amenities. Highland Mall PDC, LLC, the prior owner of the property executed the contract with Lincoln Property Company Commercial, Inc. for the property management services and the City assumed the contract with this acquisition.

Lincoln Property Company Commercial, Inc. has managed the PDC property from the time the building was purchased by the City and Highland Mall PDC, LLC rated the contractor as the best to provide these services based on program concept and solutions, demonstrated company experience and personnel qualifications, total cost, and local business presence.

**Contract Detail:**

<b><u>Contract Term</u></b>	<b><u>Length of Term</u></b>	<b><u>Contract Authorization</u></b>
Contract	19 mos.	\$1,949,040
Proposed Amendment	17 mos.	\$4,050,960
<b>TOTAL</b>	<b>36 mos.</b>	<b>\$6,000,000</b>

**Note:** Contract Authorization amounts are based on the City's estimated annual usage.

**Strategic Outcome(s):**

Government that Works for All.