

Mayor and Council Communication

DATE: 09/17/24

M&C FILE NUMBER: M&C 24-0809

LOG NAME: 21LAGRANPLAZAMONHTHOMONTH

SUBJECT

(CD 11) Authorize Amendment of Lease Agreements with Town Center Mall, L.P. to Extend Use of Office Space in Suites 2200, 2495, and 2530 at La Gran Plaza Office Building Located at 4200 South Freeway, Fort Worth, Texas 76115 on a Month-to-Month Basis for the Park and Recreation Department

RECOMMENDATION:

It is recommended that the City Council authorize amendment of lease agreements with Town Center Mall, L.P. to extend use of office space in suites 2200, 2495, and 2530 at La Gran Plaza Office Building located at 4200 South Freeway, Fort Worth, Texas 76115 on a month-to-month basis for the Park and Recreation Department.

DISCUSSION:

The Park and Recreation Department (PARD) has occupied office space at La Gran Plaza, located at 4200 South Freeway, Fort Worth, Texas 76115, since October of 1992.

City Secretary Contract No. 46101 was entered into with Town Center Mall, L.P. (Landlord) effective January 1, 2008, for the use of approximately 19,548 square feet in Suite 2200 and City Secretary Contract No. 46101 was entered into with Landlord effective October 1, 2011, for the use of approximately 1,866 square feet in Suite 2495 (collectively, the "Lease Agreements").

In addition to Suite 2200 and Suite 2495, a space known as Suite 2530 is also used by PARD to store City-owned technology equipment but is not included within a current City Secretary Contract.

The Lease Agreements will expire September 30, 2024. However, PARD desires to continue to occupy Suites 2200, 2530, and 2495 (collectively the "Temporary Premises") until it relocates its operations to New City Hall.

Landlord has agreed to grant PARD the use of the Temporary Premises, on a month-to-month basis, beginning October 1, 2024 under the same terms and conditions existing under the Lease Agreements until PARD completes its relocation.

The monthly rental costs for the office space are as follows:

Suites 2200 and 2530	\$29,240.55
Suite 2495	\$2,360.49
Total Cost	\$31,601.04

Funding will be available upon adoption of the Fiscal Year 2025 operating budget within the General Fund for Park & Recreation Department.

This property is located in COUNCIL DISTRICT 11.

FISCAL INFORMATION / CERTIFICATION:

The Director of Finance certifies that upon approval of the above recommendation and adoption of the Fiscal Year 2025 Budget by the City Council, funds will be available in the Fiscal Year 2025 operating budget, as appropriated, in the General Fund. Prior to an expenditure being incurred, the Park & Recreation Department has the responsibility to validate the availability of funds.

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