

Mayor and Council Communication

DATE: 10/12/21

M&C FILE NUMBER: M&C 21-0798

LOG NAME: 55FTW AVIATION GAS LEASE CAPITAL PROJECT FUND APPROPRIATION

SUBJECT

(CD 2) Adopt Attached Appropriation Ordinance in the Amount of \$97,000.00 in the Aviation Gas Lease Capital Projects Fund to Support the Meacham Airport Office Suite Buildout Project

RECOMMENDATION:

It is recommended that the City Council adopt the attached appropriation ordinance increasing estimated receipts and appropriations in the Aviation Gas Lease Capital Projects Fund in the amount of \$97,000.00, from available funds, for the purpose of funding the Airport Office Suite Buildout project (City Project No. 103685) at Fort Worth Meacham International Airport.

DISCUSSION:

The purpose of this Mayor and Council Communication (M&C) is to distribute and appropriate funds for the Airport Office Suite Buildout project (City Project No. 103685) at Fort Worth Meacham International Airport (Airport). Funding moved in the amount of \$97,000.00, will be from available funds within the Aviation Gas Lease Capital Projects fund.

The purpose of this M&C is to appropriate revenue to fund project costs, which include costs associated with the construction of a 1,917 square foot office space known as Suite L32, a modification of shell tenant space to realize an efficient layout due to an increased demand for tenant space not previously programmed to be finished-out, as well as to increase revenue for the airport. The funds will be used to pay Lookup Properties, Inc. to construct the new office space and finish-out a small tenant business center that was added to the project along with the construction bid for Suite L32.

The expansions, improvements and additional finish-out will improve leasable space at the airport and increase the revenue of the Meacham International Airport Administration Building. The current construction estimates to have the office space and tenant business center finished out is anticipated to cost \$96,200.00. Annual revenue is estimated to be \$27,796.50 for the office space and \$4,800.00 for the tenant business center for a total estimated annual revenue of \$32,596.50. Upon City Council approval, the lease for Suite L32 is anticipated to be a three-year lease with two (2) one (1) year options to renew.

The construction is scheduled to begin on or about October 15, 2021 and the estimated completion date is November 1, 2021.

Subject to approval of this M&C, appropriations for this project will consist of the following:

Architectural Services	\$11,500.00
Total For Pre-Construction Services	\$11,500.00
Suite L32 - Construction (Including doors, sprinklers, walls, electrical, cabinets, HVAC, flooring, etc.)	\$73,021.66
Tenant Business Center – Construction (Including doors, venting, counter tops, etc.)	\$11,679.10
Total for Construction	\$84,700.76
PROJECT TOTAL	\$96,200.76

This Project is funded from the Airports Gas Lease Project Fund:

Fund	Total
Airports Gas Lease Capital Project Fund	\$97,000.00

Fort Worth Meacham International Airport is located in COUNCIL DISTRICT 2.

A Form 1295 is not required because: This M&C does not request approval of a contract with a business entity.

FISCAL INFORMATION / CERTIFICATION:

The Director of Finance certifies that funds are currently available in the Unspecified project within the Aviation Gas Lease Capital Projects fund and upon approval of the above recommendation and adoption of the attached appropriation ordinance, funds will be available in the Aviation Gas Lease Cap Proj fund for the FTW Mchm Office Suite Buildout project at Fort Worth Meacham International Airport. Prior to an expenditure being incurred, the Aviation Department has the responsibility of verifying the availability of funds.

Submitted for City Manager's Office by: Fernando Costa 6122

Originating Business Unit Head: Roger Venables 6334

Additional Information Contact: Ricardo Barcelo 5403

Kevin Huffman 5404