

**T** Transportation Committee

Item: 2009-355

Metropolitan Council meeting: October 28, 2009

**Date** October 12, 2009

**Prepared:**

**Subject:** Lease Agreement for Central Corridor Light Rail Transit Construction  
Field Office in Downtown St. Paul

**Proposed Action:**

That the Metropolitan Council authorize the Regional Administrator to negotiate and execute a lease agreement with First National Building Holdings, Inc. for 1,058 square foot space for calendar years 2010, 2011, 2012, 2013, and 2014 for an amount not to exceed \$63,500.

**Summary of Committee Discussion / Questions:**

Item was presented by Mark Fuhrmann. Councilmember McFarlin asked when the field office plans to be activated. Mark Fuhrmann responded that they hope to have it up by the first of the year. Councilmember Steffen asked if the reimbursement to CTIB and the Regional Rail Authorities will be made once the FFGA is received. Mark Fuhrmann responded yes, once the FFGA is received, the local partners will be reimbursed 50% of the cost. Councilmember Beach asked if this field office will cover more than just the downtown construction. Mark Fuhrmann responded that this field office is planned to cover the downtown St. Paul work. A different field office will be planned in the Midway for Civil East.

A motion was then made by Councilmember Steffen, seconded by Councilmember Beach, and passed unanimously.

**T** Transportation Committee  
Meeting date: October 12, 2009

Metropolitan Council Meeting: October 28, 2009

**ADVISORY INFORMATION**

<b>Date:</b>	October 5, 2009
<b>Subject:</b>	Lease Agreement for Central Corridor Light Rail Transit Construction Field Office in Downtown St. Paul
<b>District(s), Member(s):</b>	All
<b>Policy/Legal Reference:</b>	Council Policy 3-3 Expenditures, Federal Transit Administration (FTA) Circular 4220.1F Third Party Contracting Guidance
<b>Staff Prepared/Presented:</b>	Brian J. Lamb, General Manager 612-349-7510 Mark W. Fuhrmann, Deputy General Manager, 651-602-1942 Rich Rovang, AGM – Transit Systems Development 651-602-1941 Gary Berger, Manager of Transitways Administration, CCPO 651-602-1945
<b>Division/Department:</b>	Metro Transit / Central Corridor Project Office

**Proposed Action**

That the Metropolitan Council authorize the Regional Administrator to negotiate and execute a lease agreement with First National Building Holdings, Inc. for 1,058 sq. ft. space for calendar years 2010, 2011, 2012, 2013, and 2014 for an amount not to exceed \$63,500.

**Background**

The St. Paul or "Civil East" construction contract covers 70% of the Central Corridor Light Rail Transit (CCLRT) alignment, or about 7 miles of the 11 miles total, which presents a challenge in providing efficient oversight. Central Corridor Project Office (CCPO) staff have identified available space at 4<sup>th</sup> and Minnesota in the First National Bank Building suitable for housing eight to ten of the construction field staff who will oversee downtown St. Paul construction activity.

**Rationale**

The location allows the construction field staff to be close to the active construction on the east end of the St. Paul construction contract. The building provides tenants with free access to conference rooms as well. The lease cost is below market rate for Class B space in downtown St. Paul. The lease will be negotiated to include a cancellation clause.

**Funding**

The cost to lease 1,058 sq. ft. space will be \$11,943 in 2010 (or \$10.68 per sq. ft. plus electricity at \$0.05 per sq. ft.). Factoring in 3% inflation, the total 5-year cost will not exceed \$63,500. CCPO staff does not anticipate needing any leasehold improvements. The CCLRT Project has existing Federal and local funds from CTIB and the Regional Rail Authorities available to support this cost.

**Known Support / Opposition**

None