



Legislation Text

File #: 22-5267, **Version:** 1

Department: Toll Road Authority

Department Head/Elected Official: Roberto Treviño, P.E., Executive Director

Regular or Supplemental RCA: Regular RCA

Type of Request: Lease Agreement

Project ID (if applicable): N/A

Vendor/Entity Legal Name (if applicable): NW Crossing Management, LLC, a Texas limited liability company

MWDBE Contracted Goal (if applicable): N/A

MWDBE Current Participation (if applicable): N/A

Justification for 0% MWDBE Participation Goal: N/A - Goal not applicable to request

Request Summary (Agenda Caption):

Request for approval of a lease agreement with NW Crossing Management, LLC, a Texas limited liability company, f/b/o Tenant-in-Common Owners of Northwest Crossing III, for the property located at 13105 Northwest Freeway, Suite 650, Houston, Texas 77040 for a period of thirty-six (36) months in the amount of \$873,155.06, including operating expenses. (Precinct 4).

Background and Discussion:

As a result of moving to a hands-free for toll payments (drive now, pay later) during 2020, Harris County Toll Road Authority (HCTRA) call volumes and image reviews have increased. Additional office space locations are needed to manage this high demand of customer calls and daily volume of images. Approval of this request will provide office space in the northwest sector of the region. With Commissioners Court approval, the lease will commence on October 1, 2022 and continue through September 30, 2025. The County has the option to extend another 2 years, if requested.

Expected Impact:

This lease agreement will permit HCTRA to accommodate office space for needed Customer Service and Image Review personnel.

Alternative Options:

No other recommended solutions for this identified need.

Alignment with Goal(s):

- ☐ Justice and Safety
- ☐ Economic Opportunity
- ☐ Housing

- ☐ Public Health
☒ Transportation
☐ Flooding
☐ Environment
☐ Governance and Customer Service

Prior Court Action (if any):

Date	Agenda Item #	Action Taken

Location:

Address (if applicable): 13105 Northwest Freeway, Suite 650, Houston, Texas

Precinct(s): Precinct 4

Fiscal and Personnel Summary			
Service Name	Engineering and Construction Services		
	FY 23	FY 24	Next 3 FYs
Incremental Expenditures (do NOT write values in thousands or millions)			
Labor Expenditures	\$	\$	\$
Non-Labor Expenditures	\$300,513.94	\$281,320.56	\$291,320.56
Total Incremental Expenditures	\$300,513.94	\$281,320.56	\$291,320.56
Funding Sources (do NOT write values in thousands or millions)			
Existing Budget			
Revenue - TRA	\$300,513.94	\$281,320.56	\$291,320.56
Choose an item.	\$	\$	\$
Choose an item.	\$	\$	\$
Total Current Budget	\$300,513.94	\$281,320.56	\$291,320.56
Additional Budget Requested			
Choose an item.	\$	\$	\$
Choose an item.	\$	\$	\$
Choose an item.	\$	\$	\$
Total Additional Budget Requested	\$	\$	\$
Total Funding Sources	\$300,513.94	\$281,320.56	\$291,320.56
Personnel (Fill out section only if requesting new PCNs)			
Current Position Count for Service	-	-	-
Additional Positions Requested	-	-	-
Total Personnel	-	-	-

Anticipated Court Date: September 13, 2022

Anticipated Implementation Date (if different from Court date): Notice to proceed pending approval of the Lease Agreement.

Emergency/Disaster Recovery Note: Not an emergency, disaster, or COVID-19 related item

Contact(s) name, title, department: Nicole Stuttz, Chief of Staff, Harris County Toll Road Authority

Attachments (if applicable): Lease Agreement