



NC Capital Area Metropolitan Planning Organization

Staff Report

One City Plaza
421 Fayetteville Street
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Raleigh, NC 27601

Agenda Date: 4/20/2022
To: Executive B

Agenda Item:

CAMPO Office Space

Chris Lukasina, MPO Staff

CAMPO has been going through the process to identify a future office space and meeting facility. This process included a RFP that received five responses. A selection panel consisting of the chairs and vice chairs of the Executive Board and TCC reviewed these options to identify a recommended option that would have appropriate space for meetings, daily work program activities and training workshops. Staff toured these locations and ultimately the four were reviewed and toured by the panel. The Fenton option was chosen as the primary candidate location because it was the location found to meet all of the primary selection criteria, including location with good multimodal accessibility for the region, efficient office space for staff (17 current staff, with expected growth of 5 to 7 additional staff members in the next few years), accessible to both the public and Executive Board members, conference/meeting rooms sized to accommodate board meetings with public attendance and proper public seating, cost considerations, and appropriate facilities for other trainings and regional events. The selection panel also identified the Corporate Center office complex as a secondary option. The selection panel has recommended that staff be authorized to move forward with negotiating and executing a lease for the Fenton space pursuant to the terms submitted and, if negotiations are not successful, negotiate for the Corporate Center option pursuant to the terms submitted.

In January, the Executive Board authorized the Executive Director to execute a lease for the Fenton location pursuant to the terms submitted. During this process, initial construction estimates for the office upfit came in higher than anticipated. This is due to the dynamic nature of the construction industry in the Triangle region. Fenton has proposed to increase the upfit allowance by \$30 sq. ft. from \$65 sq. ft. to \$95 sq. ft., and extend the lease term from 10 years to 15 years. This would result in a substantially reduced out of pocket upfit cost for CAMPO. The selection panel has met and discussed this proposal and has recommended moving forward with a 15-year lease.

Requested Action: Authorize CAMPO Executive Director to execute a lease for the Fenton location pursuant to these updated terms submitted.