



**COMMISSIONERS COURT  
COMMUNICATION**

COURT ORDER NUMBER \_\_\_\_\_

PAGE 1 OF 3

DATE: 10/1/2024

**SUBJECT: CONSIDERATION OF A REASSIGNMENT OF SPACE FOR THE BUDGET OFFICE AND THE PURCHASING DEPARTMENT AT THE G.K. MAENIUS ADMINISTRATION BUILDING**

**\*\*\* CONSENT AGENDA \*\*\***

**COMMISSIONERS COURT ACTION REQUESTED**

It is requested the Commissioners Court consider approval of a reassignment of space for the Budget Office and the Purchasing Department at of the G.K Maenius Administration Building, located in Fort Worth.

**BACKGROUND**

The Transportation Department was located in the G.K. Maenius Administration Building on the northwest corner of the 4th floor and has relocated to a renovated office space on the 3rd floor of the Plaza Building. The County Administrator's Office is reducing the existing space located on the southwest corner of the 4th floor currently assigned to their office.

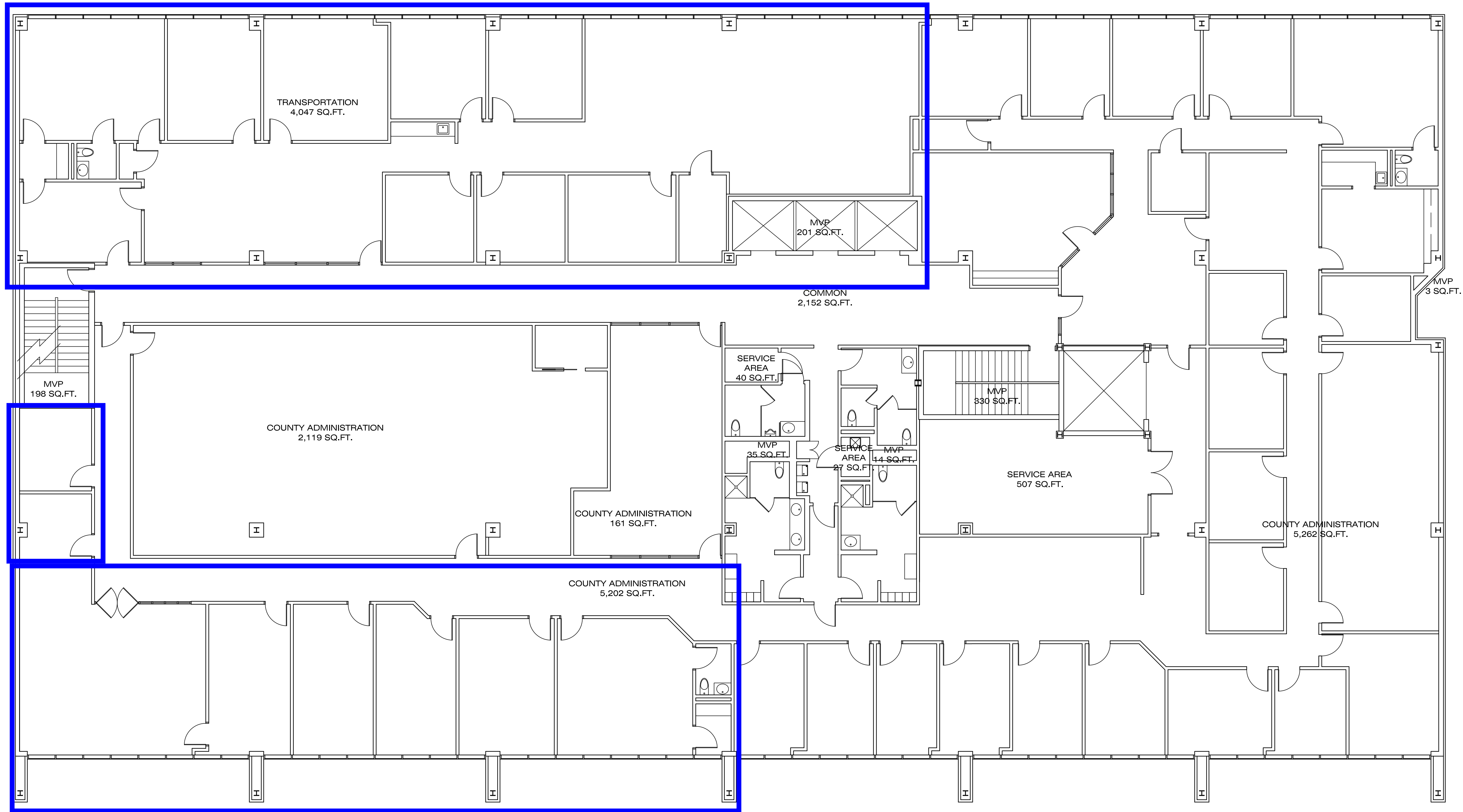
The Budget Office is currently located on the 3rd floor of the G.K. Maenius Administration Building and has requested a permanent relocation to the northwest and southwest corner of the 4th floor for a total of 6,220 square feet.

The Purchasing Department will expand their offices by 1,621 square feet to the newly vacated Budget Office space located on the 3rd floor of the Administration Building.

**FISCAL IMPACT**

There is no fiscal impact with this request.

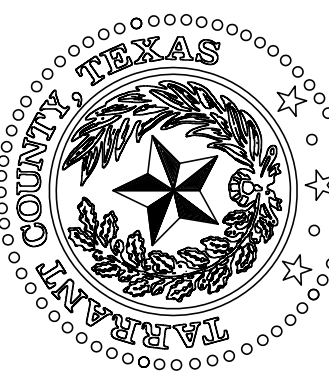
SUBMITTED BY	Facilities Management	PREPARED BY:	Frank Lopez
		APPROVED BY:	Michael Amador



# ADMINISTRATION BUILDING 4th LEVEL FLOOR PLAN



SQ. FT. PER DEPT. (4TH LEVEL)	
TRANSPORTATION	4,047 S.F.
COUNTY ADMINISTRATION	12,744 S.F.
MAJOR VERTICAL PENETRATION (MVP)	781 S.F.
COMMON AREA	2,152 S.F.
SERVICE AREA	574 S.F.
4TH LEVEL NET TOTAL	20,298 S.F.
4TH LEVEL GROSS TOTAL	20,766 S.F.

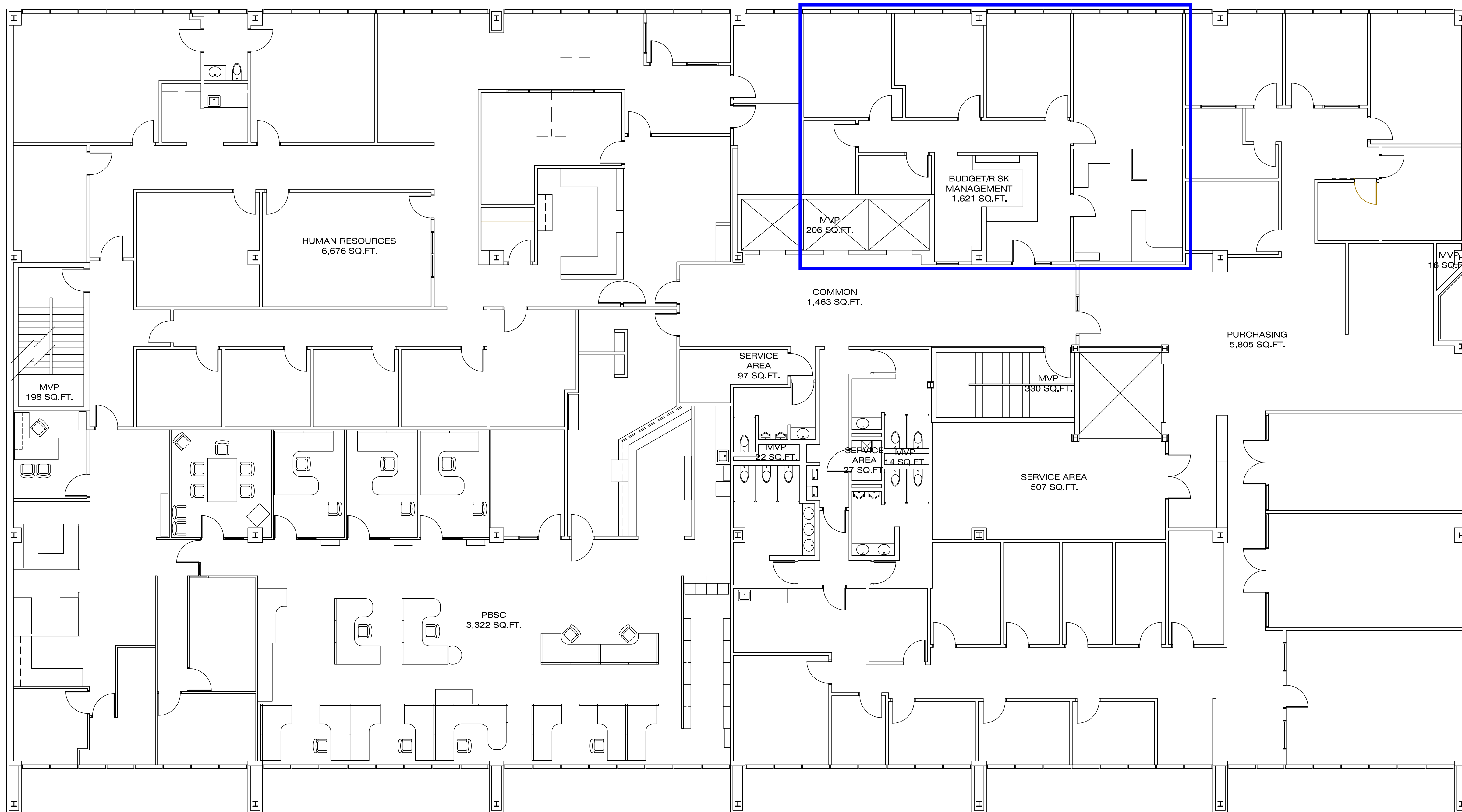


COUNTY OF TARRANT  
DEPARTMENT OF FACILITIES MANAGEMENT

ADMINISTRATION BUILDING - 3110200000  
100 EAST WEATHERFORD \* FORT WORTH, TEXAS 76196

JOB NO.  
DRAWN BY  
CHECKED BY  
DATE  
REVISIONS:  
1) 01/24/2013 - County Administration  
2) 02/20/2018 - County Administration  
3) 06/09/2022 - Restrooms

FLOOR PLAN  
SHEET  
OF SHEETS

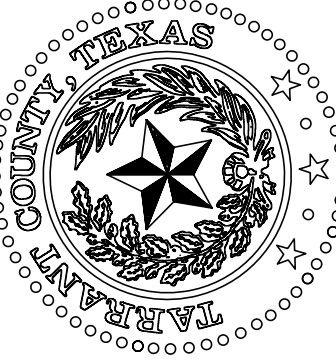


# ADMINISTRATION BUILDING 3rd LEVEL FLOOR PLAN



0 8' 16' 24'

SQ. FT. PER DEPT. (3RD LEVEL)	
PBSC	3,322 S.F.
HUMAN RESOURCES	6,676 S.F.
BUDGET/RISK MANAGEMENT	1,621 S.F.
PURCHASING	5,805 S.F.
MAJOR VERTICAL PENETRATION (MVP)	786 S.F.
COMMON AREA	1,463 S.F.
SERVICE AREA	631 S.F.
<b>3RD LEVEL NET TOTAL</b>	<b>20,304 S.F.</b>
<b>3RD LEVEL GROSS TOTAL</b>	<b>20,766 S.F.</b>



COUNTY OF TARRANT  
DEPARTMENT OF FACILITIES MANAGEMENT

JOB NO.  
DRAWN BY  
CHECKED BY  
DATE  
REVISIONS:  
1) 07/30/2008 - PBSC Added  
2) 08/25/2008 - PBSC Furniture Added  
3) 04/12/2011 - HR / PBSC Update  
4) 07/08/2015 - Purchasing Update  
5) 11/28/2017 - Plan Update  
6) 01/08/2018 - Plan Update  
7) 03/12/2021 - HR & Purchasing Update  
8) 03/12/2021 - Budget/Risk Mgmt. Update  
9) 03/30/2022 - HR OFFICE ADDED  
10) 06/20/2022 - Purchasing Office Updates  
11) 07/07/2022 - PBSC Updates  
12) 07/25/2024 - HR RECEPTION Update

FLOOR PLAN

SHEET

OF SHEETS

ADMINISTRATION BUILDING - 3110200000  
100 EAST WEATHERFORD \* FORT WORTH, TEXAS 76196