



Austin Transit Partnership Board of Directors Resolution  
Meeting Date: 1/21/2026  
ATP-2026-006

**Subject:** Approval of a resolution authorizing the Executive Director, or his designee, to negotiate and execute a task order with CBRE, Inc. ("CBRE") pursuant to the terms of that certain Contract between the Austin Transit Partnership ("ATP") and CBRE for Real Estate Advisory & Transaction Services supporting implementation of Austin Light Rail Phase 1 (the "CBRE Contract") in an amount not to exceed \$750,000.00 for CBRE to provide certain owner representative services, including remodeling, finish-out and equipping of administrative lease space (the "Task Order").

**Fiscal Impact:** Costs expected to be incurred in Fiscal Year 2025-26 are included in the Fiscal Year 2025-26 ATP budget.

**Executive Summary:** On September 1, 2023, ATP executed the CBRE Contract for certain services, including the services contemplated in the Task Order.

The new Task Order amount will not exceed \$750,000.00 and will require CBRE to serve as ATP's owner's representative and ensure that the leased premises at 203 Colorado Street are fit to satisfy the needs of the organization.

ATP's initial lease at 203 Colorado St. Austin, TX 78701 was negotiated with a key provision starting February 1, 2026 to apply the rental deposit towards the rent which should provide for minimal rent due in 2026. Funding approved by this action will allow for a continued cost-effective approach to remain at the current location through 2026 and retrofit the space to accommodate additional team members until a lease space is brought forward for Board approval for the long-term business needs of ATP.

Annual Rent (Includes Deposit, Property Taxes and Insurance)	
FY21	\$2,286,682
FY22	\$1,737,411
FY23	\$1,797,463
FY24	\$1,963,304
FY25	\$2,008,031
FY26*	\$680,993

\*Estimated

**Procurement Summary:** Does not apply.

**Disadvantaged Business Enterprise Program Summary:** Does not apply.



**RESOLUTION OF THE AUSTIN TRANSIT PARTNERSHIP  
BOARD OF DIRECTORS**

STATE OF TEXAS  
COUNTY OF TRAVIS

ATP-2026-006

**WHEREAS**, the Austin Transit Partnership Board of Directors (the "Board") recognizes that, as the organization grows, it has certain administrative space requirements necessary for efficient operations and to meet the mission of the Austin Transit Partnership ("ATP") to implement Austin Light Rail Phase 1; and

**WHEREAS**, On September 1, 2023, ATP entered into a contract with CBRE, Inc. for real estate advisory services, owner's representation services, including lease negotiation and space build out services, and other related services (the "CBRE Contract"); and

**WHEREAS**, ATP wishes to execute a new task order under the CBRE Contract for CBRE to provide certain owner representative services, including remodeling, finish-out and equipping of administrative lease space (the "Lease Space Services").

**NOW, THEREFORE, BE IT RESOLVED** by the Austin Transit Partnership Board of Directors that the Executive Director, or designee, is authorized to negotiate and execute a task order pursuant to the terms of the CBRE Contract to authorize CBRE, Inc. to provide the Lease Space Services for an amount not to exceed \$750,000.00.

DocuSigned by:  
  
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Casey Burack  
Interim Secretary of the Board

1/22/2026 | 3:09 PM PST

Date