

TRUCKEE TAHOE AIRPORT DISTRICT
BOARD OF DIRECTORS AGENDA ITEM SUMMARY

Topic: Modular Relocation

Purpose Information: Guidance: Decision: **X**

Recommendation Relocate the former finance modular building to north side of the jet ramp across the parking lot from Sierra Aero. (see attached map and picture)

Last Action The finance modular building was removed as part of the Administration Building project. It now sits temporarily on the south ramp.

Discussion The modular building was purchased as an office for the finance department. It is 37 feet long and 11 feet wide. There are 2 office spaces in the trailer and a common entry space. It was towed to the south ramp as construction began on the new building and has not been anchored down. Before winter comes staff would like to reinstall the building on the native grass area on the north side of the jet ramp. This will protect the integrity of the building by evenly distributing the structure on its foundation system. Staff has identified this as the best location for future use. It can be used as an auxiliary office for the Airport District. Other potential uses could be temporary occupants such as the auditor, construction management teams, disaster management teams, air show coordination teams. Alternatively, the Airport District could lease it out as an office or meeting area to a vendor such as a deli operator, a fire suppression air crew, or another organization for non-retail use. The building is not able to be a retail space because it does not have toilet or hand washing facilities. These could be added, but staff does not think that is necessary at this point. The building is being placed to allow for the addition of restroom facilities at a future date if deemed necessary.

The labor needed to reinstall the modular will mainly come from staff. Peter Beaupre of Prosser Building & Development, Inc. will provide assistance in obtaining the permit for the construction. He will also help with the planning and executing of the construction. Site improvements will include some re-grading and extending the electrical and telephone conduits to the building site which are both close by. The modular can then be towed into place where the foundation system and metal piers will be installed. A metal access ramp system will be purchased and mounted. An electrician will need to be hired to connect the electrical and telephone service. Staff will also take care of the minor touch-up needed on the interior and exterior finishes. The Operations and Maintenance Department looks forward to the project and will accomplish the work in the fall of 2012 during our slower operations period and after all airport construction projects are complete.

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Fiscal Impact	Project costs are estimated at \$12,000 with a \$3,000 contingency. Total cost will not exceed \$15,000. A small portion of the cost will come from the current fiscal year and other portions coming from next fiscal year.
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Communication Strategy	N/A
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Attachments	Site plan Site Photo
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