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# MEMORANDUM

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Date: August 4, 2016

To: The Honorable Chair and Members  
Pima County Board of Supervisors

From: C.H. Huckelberry  
County Administrator

A handwritten signature in black ink, appearing to read "CHH", is written over the printed name "C.H. Huckelberry".

Re: **Update on Caterpillar Surface Mining and Technology Relocation to 97 E. Congress and Tucson Indian Center Purchase of 160 N. Stone Avenue**

This memorandum is to update the Board of Supervisors on the current activities and actions being taken regarding the above referenced matters.

Work is nearing completion on the top two floors of 97 E. Congress, anticipating the first relocation of Caterpillar employees on and after September 1, 2016. The building should be ready for occupancy by Caterpillar employees by mid-August, ahead of the stated schedule.

Regarding the sale of 160 N. Stone to the Tucson Indian Center (TIC), the final purchase agreements and documents have been executed by both the County and TIC. Certain modifications are now being made on behalf of TIC for the First and Third Floors of 160 N. Stone Avenue. The estimated cost of these improvements is approximately \$160,000. These improvements should be completed to allow the relocation of TIC from their present location at 97 E. Congress to 160 N. Stone near the end of August.

As you will recall, the County included \$270,000 in the purchase agreement for tenant improvements (TIs) that will be repaid by TIC through building purchase payments. The estimated cost of TIs for the First and Third Floors leaves \$110,000 for Second Floor TIs.

Teen Court previously relocated to 160 N. Stone and will become a tenant of TIC for the term of the County's current lease agreement, which is another three years.

Upon the relocation of TIC, both the ground floor and lower level of 97 E. Congress will be renovated for Caterpillar's use. The entire building will then be available for full occupancy by Caterpillar by January 1, 2017.

We are pleased with the cooperation extended to the County by TIC and Teen Court in their relocation from 97 E. Congress to 160 N. Stone. Our staff will begin daily meetings with management of the TIC to facilitate the remodeling of 160 N. Stone and to assist their relocation from 97 E. Congress. The TIC has been most cooperative in this complex and rapid endeavor.

CHH/anc

c: Tom Burke, Deputy County Administrator for Administration  
Lisa Josker, Director, Facilities Management