



MEMORANDUM

Date: April 9, 2025

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

From: Jan Leshner 
County Administrator

Re: **Additional Information for Board of Supervisors April 15, 2025, Agenda – Lease Agreement for 1313 S. Mission Road, Building 11 Laboratory for Asphalt and Material Testing**

The Pima County Department of Transportation (DOT) and the City of Tucson Department of Transportation and Mobility (DTM) have been discussing a mutually beneficial agreement for the use of the County materials testing lab space at the Mission Road Complex. The DOT materials lab has been vacant since the lab was closed in early 2019. DTM currently operates a materials lab, but their space is much smaller and limits their capacity to provide material services. The DTM is interested in leasing our materials lab space and in return they would also provide us with material testing services at a lower rate than we currently get through testing firms on our Qualified Consultants List (QCL).

DOT and the Facilities Management Department have been working on the lease agreement for the lab space. The proposed agreement includes these major provisions:

- DTM would have use of any DOT equipment currently in the lab, with DOT retaining ownership.
- DTM will pay for equipment repair, calibration, and certification.
- DTM may bring in additional equipment of their own to compliment what is already in the space. This equipment would remain the property of DTM.
- DTM would have use of the lab space and common areas of Mission Road Building 11.
- DTM will pay annual rent to DOT of \$38,194 with a 3 percent increase each year.

Once the DTM has moved in and the lab has been certified, DOT will be able to utilize the lab for material testing needs. DOT currently hires outside materials testing labs from the QCL to conduct necessary material testing for the pavement program and CIP projects to ensure the quality of materials and projects being delivered. Approximately 1 percent of the pavement program budget has been spent on material testing each year.

DTM has provided DOT a menu of services with pricing, and it is anticipated that using the DTM lab will reduce the programs material testing costs by 30 to 40 percent. There is an existing resource sharing Intergovernmental Agreement (IGA) in place that will be utilized as an initial agreement between DOT and DTM for the material testing services. It is anticipated that a separate IGA specific to material testing services will be developed in the future for these services.

The Honorable Chair and Members, Pima County Board of Supervisors

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The proposed partnership with DTM will convert the unused lab space from a DOT expense to a cost savings measure for the department.

JKL/dym

c: Carmine DeBonis, Jr., Deputy County Administrator
Steve Holmes, Deputy County Administrator
Kathryn Skinner, Director, Department of Transportation Department