

OMB Contract Review

Contract Name	First Amendment to the second floor lease with Northside Square, LLC for the expansion of the second floor leased space, the incorporation of the first floor lease, and the extension of the current lease term by sixty (60) months, for the Tax Collector.				
GRANICUS	17-395D	Contract #		Date:	03-May-2017

Mark all Applicable Boxes:

Type of Contract									
CIP		Grant		Other	X	Revenue		Project	

Contract information:

New Contract (Y/N)	N	Original Contract Amount	\$45,238.65/mo
Fund(s)		Amount of Change	
Cost Center(s)		Contract Amount	\$49,396.09/mo
Program(s)		Amount Available	Total: \$1,453,450
Account(s)		Included in Applicable Budget? (Y/N)	Y
Fiscal Year(s)	FY17 – FY22		
Description & Comments			
(What is it, any issues found, is there a financial impact to current/next FY, does this contract vary from previous FY, etc.)			
<p>This amendment consolidates all of the current leases for Tax Collector space at 29399 US Hwy.19, Clearwater (Northside Square) into one lease with 3.0% annual increases in rent amount, and extends the term by five years and allows for early termination with 180 days of notice.</p> <p>The fiscal impact will be in the Tax Collector’s budget. The FY17 Tax Collector’s Budget has sufficient funds to absorb this impact.</p>			

Analyst: Jim Abernathy

Ok to Sign:

Instructions/Checklist

1. Upon receipt of a contract and notification in Granicus, review the Agenda and Contract for language and accuracy. Make sure there are available funds, the dept is not overextending itself, was it planned, etc.
2. Complete the form above using the contract document and the County accounting & budgeting systems.
3. Use the Staff Report section to give a brief summary of the contract and include your thoughts and pertinent information.
4. Upload to Granicus as a numbered attachment.