

OMB Contract Review

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|----------------------|--|-------------------|-------------------------|
| Contract Name | Lease agreement with State of Florida, Department of Corrections (DOC), for office space located at the Criminal Justice Center. | | |
| GRANICUS | 19-1013A | Contract # | Date: 5-Aug-2019 |

Mark all Applicable Boxes:

| Type of Contract | | | | | | | | | |
|------------------|--|--------------|--|--------------|---|----------------|--|----------------|--|
| CIP | | Grant | | Other | x | Revenue | | Project | |

Contract information:

| | | | |
|---------------------------|-----------|---|--|
| New Contract (Y/N) | Y | Original Contract Amount | \$ 11,147.40 |
| Fund(s) | 0001 | Amount of Change | \$ 792.70 |
| Cost Center(s) | 100200 | Contract Amount | \$ 11,147.40 Yr. 1 w/ 3% annual increase |
| Program(s) | 1902 | Amount Available | Total: \$11,940.10 |
| Account(s) | 36210001 | Included in Applicable Budget? (Y/N) | Y (\$11,583.53 revenue budgeted FY20) |
| Fiscal Year(s) | FY20-FY24 | | |

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.)

This action provides for a new lease with the Florida Department of Correction for 1,390 square feet of administrative office space and 10 non-exclusive parking spaces at the County Justice Center. The new lease commences on July 1, 2020, for a five year term, with two (2) five year renewals. The State of Florida's DOC has requested to convert the current Pinellas County lease to a State Lease in order to be consistent with the rest of the State Leases. The DOC has leased space at this location since July 29, 2010 through a county lease, and uses the office space located in the Criminal Justice Center for training and administrative duties and will continue use for that same purpose.

Fiscal Impact: The new lease was negotiated with an increase of 7.1% above current years lease, and DOC will be paying \$8.59 per square feet (1390) which will generate revenue in the amount of \$11,940.10 in revenue for year 1, with an annual increase of 3% per year instead of the previous 4% annual rate. The maintenance and ancillary costs associated with this facility are budgeted in Real Estate Management Jail Section Operations budget for FY20.

Analyst: Lisa Burley

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.