



# Pinellas County

## Staff Report

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**File #:** 19-603A, **Version:** 1

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### **Subject:**

State of Florida Standard Lease Agreement with the Department of Administrative Hearings for Suite 300, 501 1st Avenue North, Saint Petersburg.

### **Recommended Action:**

Approval of the State of Florida Standard Lease Agreement (Lease Agreement) with the Department of Administrative Hearings (DOAH) for Suite 300, 501 1<sup>st</sup> Avenue North, Saint Petersburg.

- The rental rate shall commence at \$18.75 per square foot.
- The rental rate shall have an annual increase of \$0.50 per square foot.
- The Lease Agreement shall be for a term of four years, commencing on November 1, 2019.
- The DOAH requests tenant improvements (Tenant Improvements) consisting of new paint, and the replacement of the carpeting in the judge's chambers, courtroom, and administrative areas, during the year 2021.
- DOAH requests that the Tenant Improvements be completed by utilizing the Department of Corrections Inmate Labor Program, if the inmate labor is available.

### **Strategic Plan:**

Deliver First Class Services to the Public and Our Customers

5.1 Maximize partner relationships and public outreach

5.2 Be responsible stewards of the public's resources

5.3 Ensure effective and efficient delivery of county services and support

5.4 Strive to exceed customer expectations

### **Summary:**

This Lease Agreement provides the DOAH 6,004 square feet of office space for administrative hearings, for a term of four (4) years. The rental rate is acceptable to the state and is consistent with the current market rate for this facility in downtown Saint Petersburg. The County will fund tenant improvements to the space in fiscal year 2021, potentially utilizing the Department of Corrections Inmate Labor Program.

### **Background Information:**

The DOAH has been continuously occupying this leased location since August of 2006. The suite consists of the judge's chambers, the administrative support for the judge, and the courtroom for compensation claims. This suite has not been renovated since the DOAH's initial occupancy.

### **Fiscal Impact:**

The rent for the first year is \$112,575.00. The rental rate will increase \$0.50/square foot/year for years two through four. The FY20 budget request includes the revenue and expense associated with maintenance, janitorial, and utilities for the leased space. The expenses for the Tenant Improvements

listed above will be identified in the FY21 Real Estate Management Operating Budget. Use of the Department of Corrections inmate labor program will offset a portion of the expenses should such labor be available at that time.

**Staff Member Responsible:**

Andrew W. Pupke, Director, Real Estate Management

**Partners:**

State of Florida, Department of Administrative Hearings

**Attachments:**

Standard Lease Agreement

Location Map