

REQUEST FOR LEGISLATIVE ACTION

Completed by County Counselor's Office:

Res/~~Ord~~ No.: 18763

Sponsor(s): Alfred Jordan

Date: March 16, 2015

SUBJECT	<p>Action Requested <input checked="" type="checkbox"/> Resolution <input type="checkbox"/> Ordinance</p> <p>Project/Title: <u>Requesting approval of a Second Addendum to an Existing Lease for the Family Support Division of the Prosecuting Attorney's Office with KC Partners Oak Tower Limited Partnerships of Kansas City, Missouri in order to reduce and consolidate amount of rental space.</u></p>											
<p>BUDGET INFORMATION <i>To be completed By Requesting Department and Finance</i></p>	<table border="1" data-bbox="310 537 1414 730"> <tr> <td>Amount authorized by this legislation this fiscal year:</td> <td>\$177,322.50</td> </tr> <tr> <td>Amount previously authorized this fiscal year:</td> <td></td> </tr> <tr> <td>Total amount authorized after this legislative action:</td> <td>\$177,322.50</td> </tr> <tr> <td>Amount budgeted for this item * (including transfers):</td> <td>\$177,322.50</td> </tr> <tr> <td>Source of funding (name of fund) and account code number: 001-4103-56620 General Fund, Family Support, Rent - Buildings</td> <td></td> </tr> </table> <p>* If account includes additional funds for other expenses, total budgeted in the account is: \$</p> <p>OTHER FINANCIAL INFORMATION:</p> <p><input type="checkbox"/> No budget impact (no fiscal note required) <input type="checkbox"/> Term and Supply Contract (funds approved in the annual budget); estimated value and use of contract: Department: Estimated Use: \$</p> <p>Prior Year Budget (if applicable): N/A Prior Year Actual Amount Spent (if applicable): N/A</p>		Amount authorized by this legislation this fiscal year:	\$177,322.50	Amount previously authorized this fiscal year:		Total amount authorized after this legislative action:	\$177,322.50	Amount budgeted for this item * (including transfers):	\$177,322.50	Source of funding (name of fund) and account code number: 001-4103-56620 General Fund, Family Support, Rent - Buildings	
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PRIOR LEGISLATION	<p>Prior ordinances and (date): Prior resolutions and (date): 17918, June 11, 2012</p>											
CONTACT INFORMATION	<p>RLA drafted by (name, title, & phone): Barbara Casamento, Purchasing Supervisor, 881-3253</p>											
REQUEST SUMMARY	<p>Resolution No. 17918 was approved on June 11, 2012 authorizing a Seven Year, Three Month Lease for Office Space for the Family Support Division of the Prosecuting Attorney's Office. Due to significant reduction in staff, the Family Support Division is requesting approval of a Second Addendum to the existing Lease reducing the rental space from 24,713 square feet (3 floors) to 16,476 square feet (2 floors).</p> <p>The reduction of rental space will result in savings of \$79,383.33 for 2015 and a total of \$510,174.57 over the remainder of the lease.</p>											
CLEARANCE	<p><input checked="" type="checkbox"/> Tax Clearance Completed (Purchasing & Department) <input checked="" type="checkbox"/> Business License Verified (Purchasing & Department) <input type="checkbox"/> Chapter 6 Compliance - Affirmative Action/Prevailing Wage (County Auditor's Office)</p>											
ATTACHMENTS	<p>Memorandum from Melissa Mauer-Smith of Family Support and Resolution No. 17918</p>											
REVIEW	<table border="1" data-bbox="302 1682 1534 1942"> <tr> <td>Department Director: <i>Melissa Mauer-Smith</i></td> <td>Date: <i>3-5-2015</i></td> </tr> <tr> <td>Finance (Budget Approval): <i>If applicable Deborah S. Ball</i></td> <td>Date: <i>3-5-15</i></td> </tr> <tr> <td>Division Manager: <i>Mary Jo Brown</i></td> <td>Date: <i>3/11/15</i></td> </tr> <tr> <td>County Counselor's Office:</td> <td>Date:</td> </tr> </table>		Department Director: <i>Melissa Mauer-Smith</i>	Date: <i>3-5-2015</i>	Finance (Budget Approval): <i>If applicable Deborah S. Ball</i>	Date: <i>3-5-15</i>	Division Manager: <i>Mary Jo Brown</i>	Date: <i>3/11/15</i>	County Counselor's Office:	Date:		
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County Counselor's Office:	Date:											

Fiscal Information (to be verified by Budget Office in Finance Department)

- This expenditure was included in the annual budget.
- Funds for this were encumbered from the _____ Fund in _____.
- There is a balance otherwise unencumbered to the credit of the appropriation to which the expenditure is chargeable and there is a cash balance otherwise unencumbered in the treasury to the credit of the fund from which payment is to be made each sufficient to provide for the obligation herein authorized.
- Funds sufficient for this expenditure will be/were appropriated by Ordinance # _____
- Funds sufficient for this appropriation are available from the source indicated below.

Account Number:	Account Title:	Amount Not to Exceed:

- This award is made on a need basis and does not obligate Jackson County to pay any specific amount. The availability of funds for specific purchases will, of necessity, be determined as each using agency places its order.
- This legislative action does not impact the County financially and does not require Finance/Budget approval.



JEAN PETERS BAKER
Jackson County Prosecuting Attorney

Memorandum

To: Barbara Casamento, Purchasing

From: Melissa Mauer-Smith, Family Support *MMS*

Re: Rental Space Reduction and Consolidation

Date: March 3, 2015

Effective, April 1, 2015, the Family Support Division requests approval to reduce the amount of rental space from 24,713 rentable square feet (3 floors) to 16,476 rentable square feet (2 floors) due to: (1) a significant reduction in staff and budget since the original lease and (2) at the direction of the Missouri Family Support Division who reimburses the expense of the rent to Jackson County.

The rental rates are as follows for the remaining four years and 9 months of the lease:

April 1, 2015 - December 31, 2016	=	\$14.35/rsf	\$19,702.55/month
January 1, 2017 - December 31, 2019	=	\$14.65/rsf	\$20,114.45/month

This reduction in space will result in a total savings to the County for the remainder of the lease as follows:

2015 (9 months)	\$ 79,383.33
2016	\$ 105,844.44
2017	\$ 108,315.60
2018	\$ 108,315.60
2019	\$ 108,315.60
Total	\$ 510,174.57