

REQUEST FOR LEGISLATIVE ACTION

Completed by County Counselor's Office:

Res/Ord No.: 19291

Sponsor(s): Dennis Waits

Date: October 24, 2016

<p>SUBJECT</p>	<p>Action Requested <input checked="" type="checkbox"/> Resolution <input type="checkbox"/> Ordinance</p> <p>Project/Title: <u>A Resolution authorizing the Director of Finance and Purchasing to execute a six month extension to the lease agreement with Towne Square Professional Building, for the furnishing of office space at 201 W. Lexington, Independence MO, at a cost to the County not to exceed \$10,667.86 in 2016 and \$24,934.62 over the life of the lease.</u></p>														
<p>BUDGET INFORMATION <i>To be completed By Requesting Department and Finance</i></p>	<table border="1" data-bbox="316 609 1201 892"> <tr> <td>Amount authorized by this legislation this fiscal year:</td> <td>\$10,667.86</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>\$10,667.86</td> </tr> <tr> <td>Amount budgeted for this item * (including transfers):</td> <td>\$10,667.86</td> </tr> <tr> <td>Source of funding (name of fund) and account code number; FROM :</td> <td>FROM ACCT</td> </tr> <tr> <td>001-1208-56620</td> <td>\$4,066.26</td> </tr> <tr> <td>002-1222-56620</td> <td>\$6601.60</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): Prior Year Actual Amount Spent (if applicable):</p>	Amount authorized by this legislation this fiscal year:	\$10,667.86	Amount previously authorized this fiscal year:	\$	Total amount authorized after this legislative action:	\$10,667.86	Amount budgeted for this item * (including transfers):	\$10,667.86	Source of funding (name of fund) and account code number; FROM :	FROM ACCT	001-1208-56620	\$4,066.26	002-1222-56620	\$6601.60
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002-1222-56620	\$6601.60														
<p>PRIOR LEGISLATION</p>	<p>Prior ordinances and (date):</p> <p>Prior resolutions and (date): 18607-September 15, 2014; 18007-October 29,2012; 17625-July 11, 2011; 17201-March 8, 2010; 16733-October 6, 2008</p>														
<p>CONTACT INFORMATION</p>	<p>RLA drafted by (name, title, & phone): Mark Trosen, Deputy COO, ext. 11377</p>														
<p>REQUEST SUMMARY</p>	<p>Since 2008, the County has leased space in the Towne Square Professional Building at 201 W. Lexington in Independence, MO to provide office space for certain county operations including the Office of Emergency Management, County Legislative Auditor, County Legislative Clerk and Legislative offices. The County and Landlord have agreed to a six month lease extension at no increase in rent to the county.</p>														
<p>CLEARANCE</p>	<p><input type="checkbox"/> Tax Clearance Completed (Purchasing & Department) <input type="checkbox"/> Business License Verified (Purchasing & Department) <input type="checkbox"/> Chapter 6 Compliance - Affirmative Action/Prevailing Wage (County Auditor's Office)</p>														

ATTACHMENTS	Office Lease Addendum	
REVIEW	Department Director: <i>Mick Jones</i>	Date: 10/12/14
	Finance (Budget Approval): <i>If applicable</i> <i>[Signature]</i>	Date: 10/14/16
	Division Manager: <i>Maury Jones Brown</i>	Date: 10/19/16
	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.

Fiscal Note:

This expenditure was included in the Annual Budget.

PC# _____

Date: October 14, 2016

RES # 19291

 Department / Division Character/Description Not to Exceed


General Fund - 001

1208 - Facilities Mgmt 201 W Lexington 56620 - Rent - Buildings \$ 4,066

Health Fund - 002

1222 - Emergency Preparedness 56620 - Rent - Buildings 6,602

\$ 10,668

 10/14/16
Budgeting

Mark A. Trosen

From: Phyllis Branstetter <Phyllis@pyciorco.com>
Sent: Wednesday, October 12, 2016 4:24 PM
To: Mark A. Trosen
Subject: 6 month extension
Attachments: 2016 to 2018 Lease Addendum R 18XXX.doc

Mark

Attached please find the Lease Addendum for 201 W Lexington. Per our telephone conversation, the Landlord is agreeable to a six month extension. Please have the addendum signed and return to me so I can have the Landlord sign it.

Also, I would be happy to send you the information that helps us determine rates for gross leases. Just let me know.

Thank you.

Phyllis "Fid" Branstetter
Customer Service Manager
Licensed Real Estate Agent

PYCIOR CO LLC

500 SW Market Street, Suite E

Lee's Summit, MO 64063

Cell: 816.564.7910

Office: 816.554.0375, ext. 312

Fax: 816.554.7112

www.pyciorco.com

OFFICE LEASE ADDENDUM

WHEREAS, D. Varalli Enterprises, LLC d/b/a Towne Square Professional Building, as Landlord, and Jackson County, Missouri, as Tenant, entered into an Office Lease Agreement dated October 9, 2008, for the following described premises: 201 W. Lexington (all rentable area on the second floor except the Northwest corner office area known as Suite 202 as shown in Exhibit A), Independence, Missouri; and,

WHEREAS, by Resolution 17201, dated March 8, 2010, the Jackson County Legislature did authorize the exercise of a first right of refusal to acquire the additional office space located at the Northwest corner of the second floor; and,

WHEREAS, by Resolution 17625, dated July 11, 2011, the Legislature did authorize a nineteen-month extension to the Lease Agreement from March 13, 2011, through October 14, 2012; and,

WHEREAS, by Resolution 18007, dated October 29, 2012, the Jackson County Legislature did authorize a twenty-four month extension to the lease agreement from October 14, 2012, through October 13, 2014; and,

WHEREAS, by Resolution 18607, dated September 15, 2014, the Jackson County Legislature did authorize a twenty-four month extension to the lease agreement from October 14, 2014, through October 13, 2016; and,

WHEREAS, said Landlord and Tenant wish to extend the Office Lease agreement in the manner and to the extent hereinafter set forth; now therefore,

EXCEPT as herein modified all of the remaining terms, covenants, and conditions of the Office Lease Agreement dated October 9, 2008, shall remain the same and are incorporated herein by reference along with this Addendum.

BASIC PROVISIONS:

1.3. "Premises": Approximately **4,551** square feet, (all rentable area on the second floor) known as Suite 200, of a portion of the building located at 201 W. Lexington in Independence, Missouri. The property presently is under a Chapter 353, RSMo., tax abatement.

1.4 "Tenant Percentage": Total rentable area in the above building is 18,762 square feet, and Tenant's proportionate share is 24.3 percent (known as Tenant's Percentage).

1.5 "Lease Term": Effective October 14, 2016, the lease term is to be extended as follows: a period of six (6) months commencing on October 14, 2016, (the "Commencement Date") and ending on April 13, 2017 (the "Expiration Date"), unless sooner terminated in accordance with the provisions of this Agreement. A Lease Term Year will run from the original commencement date in October 2016 to the next October.

1.6 "Base Rent": \$49,869.24 per year, payable in monthly installments in advance, due on or before the 15th day of each month, during the Lease Term according to the following schedule:

October 14, 2016, through April 13, 2017, at the rate of \$10.96 per sq. ft. = \$4,155.77/mo.

Month 1 (prorated) October 14th through 30th ----- \$2,356.32

Month 2 through 5 ----- \$4,155.77
Month 6 (prorated April 1st through 13th ----- \$1,799.45

Rent shall be paid to Landlord or the Agent of the Landlord at 308 W. Maple Suite 214, Independence, Missouri 64050, or at such other place, as Landlord shall designate.

IN WITNESS WHEREOF, Landlord and Tenant, acting herein by duly authorized individuals, have caused this instrument to be executed in three (3) originals, on the _____ day of _____ 2016.

TENANT: Jackson County, Missouri

LANDLORD: Towne Square Professional Building

By _____
Q. Troy Thomas
Finance & Purchasing Director

By _____
Owner / Agent

Approved as to form:

ATTEST:

W. Stephen Nixon
County Counselor

By _____
Mary Jo Spino
County Clerk

DATE: _____

REVENUE CERTIFICATE

I hereby certify that there is a balance otherwise unencumbered to the credit of the appropriation to which this contract is chargeable, and a cash balance otherwise unencumbered in the treasury to the credit of the fund from which payment is to be made, each sufficient to meet the obligation of _____ which is hereby authorized.

Funds for future years are subject to appropriation in the then current annual County Budget.

Date

Director of Finance and Purchasing
Account No: 001-1208-56620 - \$
002-1222-56620 - \$