

3H.12

Agenda Item #:

**PALM BEACH COUNTY  
BOARD OF COUNTY COMMISSIONERS  
AGENDA ITEM SUMMARY**

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<b>Meeting Date:</b>	<b>February 6, 2007</b>	<input checked="" type="checkbox"/> <b>Consent</b>	<input type="checkbox"/> <b>Regular</b>
		<input type="checkbox"/> <b>Ordinance</b>	<input type="checkbox"/> <b>Public Hearing</b>

**Department:**        **Facilities Development & Operations**

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**I. EXECUTIVE BRIEF**

**Motion and Title:** Staff recommends motion to approve: exercise of the second option to extend the term of the Sublease Agreement (R2003-0529) dated April 15, 2003, with Easter Seals Florida, Inc. for 1,520 SF within the Easter Seals building located on Congress Avenue in West Palm Beach, at an annual rate of \$60,000/yr.

**Summary:** The Community Services Department's Division of Head Start currently subleases and has exclusive use of approximately 1,520 SF of space, together with the shared use of approximately 6,100 SF of lobby/reception area, laundry room, kitchen/staff break room, board room, 3 therapy rooms, indoor and outside storage areas, a teacher resource room, indoor play area room and 3 outdoor playgrounds, at the Easter Seals building at 213 South Congress Avenue in West Palm Beach for operation of an early Head Start program. The initial term of the Sublease Agreement was for three (3) years ending on April 14, 2006, with two (2) extension options, each for a period of one (1) year, subject to approval by Easter Seals. The first option expires on April 14, 2007. This option will extend the term of the Sublease for one (1) year, from April 15, 2007 through April 14, 2008. The annual rent for this extension period is \$60,000 (\$39.47/SF) and includes all maintenance and utilities, except telephone. **(PREM) District 7 (JMB)**

**Background and Justification:** Easter Seals leases the land from the First Christian Church of West Palm Beach, Inc. pursuant to a 99-year Ground Lease dated January 1, 2001 and is permitted to sublease space in the facility. On April 15, 2003, the Board approved the Sublease which expired on April 14, 2006. On January 10, 2006, the Board exercised the first option to extend the Sublease until April 14, 2007 (R2006-0081). The exercise of this second and final option will extend the term for one (1) year until April 14, 2008, and will provide for the continuation of the early Head Start facility program services.

**Attachments:**

1. Location Map
2. Option to Extend Letter
3. Budget Availability Statement

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**Recommended By:**

  
Department Director

 1/10/07  
Date

**Approved By:**

  
County Administrator

 1/30/07  
Date

## II. FISCAL IMPACT ANALYSIS

### A. Five Year Summary of Fiscal Impact:

<b>Fiscal Years</b>	<b>2007</b>	<b>2008</b>	<b>2009</b>	<b>2010</b>	<b>2011</b>
<b>Capital Expenditures</b>					
<b>Operating Costs (Rent)</b>	<u>27,500</u>	<u>32,500</u>			
<b>External Revenues</b>					
<b>Program Income (County)</b>					
<b>In-Kind Match (County)</b>					
<b>NET FISCAL IMPACT</b>	<u><u>27,500</u></u>	<u><u>32,500</u></u>			
<b># ADDITIONAL FTE POSITIONS (Cumulative)</b>					

**Is Item Included in Current Budget:** Yes X No \_\_\_\_\_




**Budget Account No:** Fund 1002 Agency 147 Org 1451 Object 4410  
Program HD20

**B. Recommended Sources of Funds/Summary of Fiscal Impact:**

**C. Departmental Fiscal Review:**


### III. REVIEW COMMENTS

**A. OFMB Fiscal and/or Contract Development Comments:**

 1-24-07  
 OFMB  
 1/23/07  
 1/23/07  
 Legal Sufficiency:

Jim J. Jacobs 1/26/07  
Contract Development and Control  
C. Jones 1/26/07

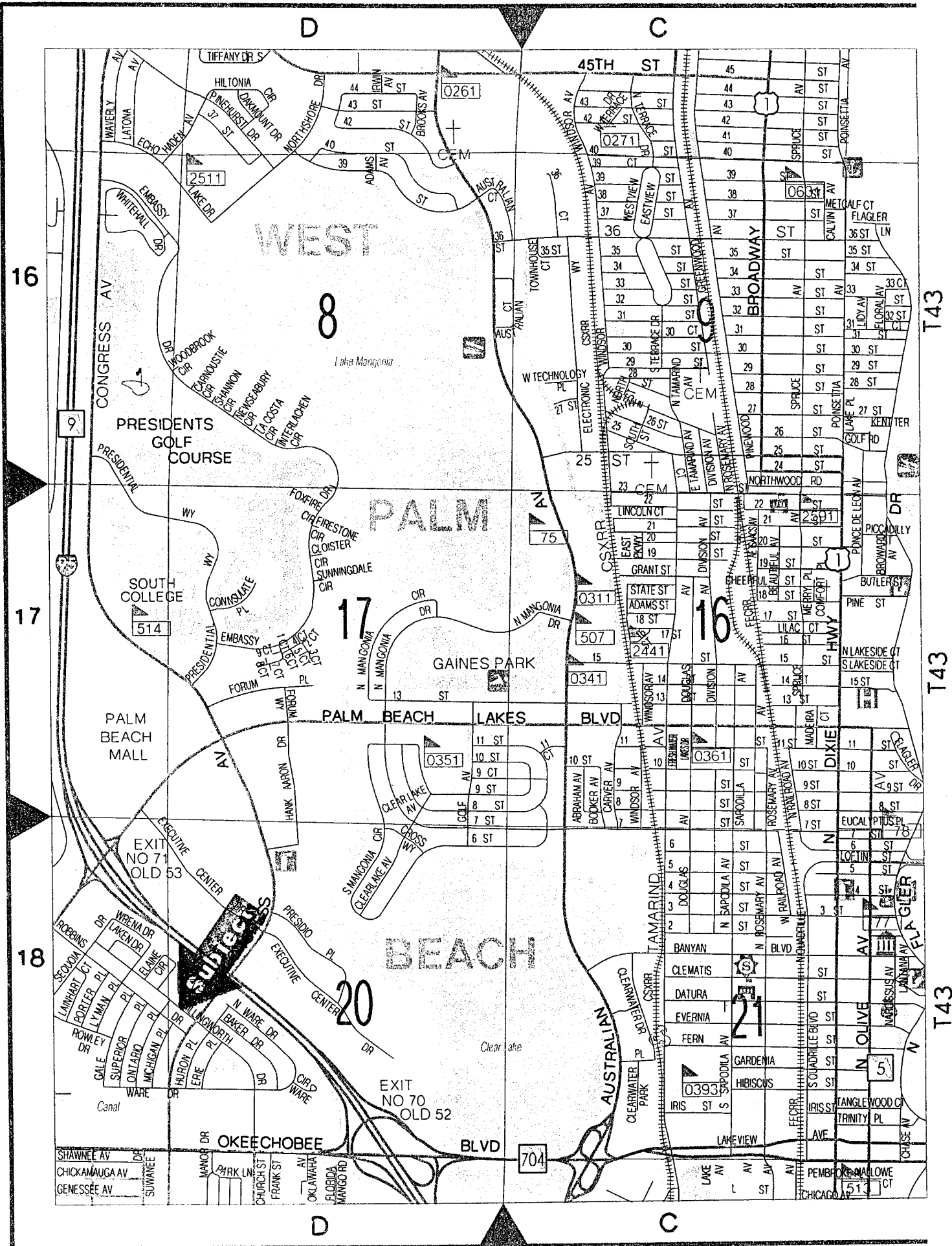
### B. Legal Sufficiency:

  
Assistant County Attorney

### C. Other Department Review:

**Department Director**

**This summary is not to be used as a basis for payment.**



LOCATION MAP

ATTACHMENT #1



**Facilities Development &  
Operations Department  
Property & Real Estate  
Management Division**

3200 Belvedere Road  
Building 1169  
West Palm Beach, FL 33406-1544  
(561) 233-0200  
FAX: (561) 233-0210  
www.pbcgov.com/fdo

**Palm Beach County  
Board of County  
Commissioners**

Addie L. Greene, Chairperson

Jeff Koons, Vice Chair

Karen T. Marcus

Warren H. Newell

Mary McCarty

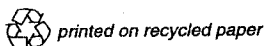
Burt Aaronson

Jess R. Santamaria

**County Administrator**

Robert Weisman

*"An Equal Opportunity  
Affirmative Action Employer"*



February 6, 2007

**CERTIFIED MAIL**  
**RRR 70060100000579517987**

Easter Seals Florida, Inc.  
Attn.: Ms. Susan Ventura, President & CEO  
2010 Mizell Avenue  
Winter Park, Florida 32792

**Re: Exercise of Second Option to Extend Sublease Agreement (R2003-0529)  
dated April 15, 2003, with Easter Seals Florida, Inc.**

Dear Ms. Ventura:

Pursuant to the provisions of Section 1.03 of the above referenced Sublease Agreement, Palm Beach County, as Sublessee, is hereby exercising the second option to extend the term of said Sublease for an additional period of one (1) year effective April 15, 2007 through April 14, 2008.

Sincerely,

ATTEST:

SHARON R. BOCK  
CLERK & COMPTROLLER

PALM BEACH COUNTY, a  
Political Subdivision of the State of Florida

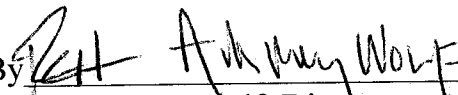
By: \_\_\_\_\_  
Deputy Clerk

By: \_\_\_\_\_  
Addie L. Greene, Chairperson

APPROVED AS TO FORM  
AND LEGAL SUFFICIENCY

APPROVED AS TO TERMS  
AND CONDITIONS

By: \_\_\_\_\_  
Assistant County Attorney

By:  \_\_\_\_\_  
Audrey Wolf, Director  
Facilities Development & Operations

cc: Ross C. Hering, Director, PREM Division  
James Brako, Assistant County Attorney

G:\Property Mgmt Section\Out Lease\Head Start Easter Seals WPB\Option 2 2007\Exercise2ndOptLetter.doc

**ATTACHMENT #2**

# BUDGET AVAILABILITY STATEMENT

REQUEST DATE: 11/27/2006

REQUESTED BY: Ted A. Simmons, Property Specialist, PREM

SENT TO: Rebecca Webb, Fiscal director, Community Services

RECEIVED

DEC 12 2006

PROJECT NAME: Head Start – Easter Seals Sub Lease – 2nd Option  
April 15, 2007 to April 14, 2008

IS ITEM INCLUDED IN CURRENT BUDGET: YES X NO

BUDGET ACCOUNT NO:

FUND: 1002 AGENCY: 147 ORG: 1451 OBJ: 440 HD20 GY06

Program Code FY

## FIVE YEAR SUMMARY OF FISCAL IMPACT:

FISCAL YEARS	2007	2008	2009	2010	2011
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### CAPITAL EXPENDITURES

RENT	<u>\$27,500</u>	<u>\$32,500</u>
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MONTHLY UTILITIES

EXTERNAL REVENUE

PROGRAM INCOME (COUNTY)

IN KIND MATCH (COUNTY)

NET FISCAL IMPACT	<u>\$27,500</u>	<u>\$32,500</u>
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PROPOSED BCC MEETING DATE: 2/07/2007

BAS APPROVED BY: Rebecca E. Webb DATE: Dec 12, 2006

ATTACHMENT #3

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<b>Department:</b>	<b>Facilities Development &amp; Operations</b>		

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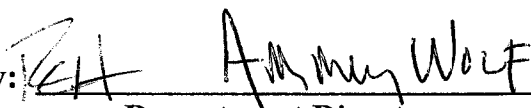
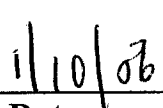
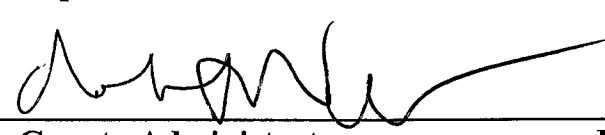
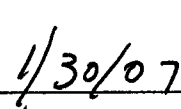
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<b>Recommended By:</b>		
	<b>Department Director</b>	<b>Date</b>
<b>Approved By:</b>		
	<b>County Administrator</b>	<b>Date</b>

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**Department: Facilities Development & Operations**

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Recommended By: EH Ammy Wolf 1/10/06  
Department Director Date

Approved By:  1/30/07  
County Administrator Date