

3411

Agenda Item #:

PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS
AGENDA ITEM SUMMARY

Meeting Date: May 20, 2008 [X] Consent [] Regular
[] Ordinance [] Public Hearing

Department: Facilities Development & Operations

I. EXECUTIVE BRIEF

Motion and Title: Staff recommends motion to approve: exercise of the first option to extend the term of the Lease Agreement (R2002-1349), as amended, with the School Board of Palm Beach County for the County's continued use of approximately 300 SF of office space within the Delray Full Service Center, for \$1.00/year.

Summary: Since 2002, the County has leased approximately 300 SF of office space at the School Board's Delray Full Service Center, located at 301 SW 14th Avenue, Delray Beach, for the operation of a Community Outreach Program. This first option will extend the term of the Lease Agreement from August 20, 2008 through August 19, 2009. The School Board provides all electricity, trash removal, utility service, and general maintenance to the leased facility. The annual rent is \$1.00. All other terms of the Lease Agreement remain unchanged. (PREM) District 7 (JMB)

Background and Justification: The Community Outreach Program is operated by the County's Head Start and Children's Services Division of the Community Services Department. The Board approved the initial Lease Agreement on August 20, 2002. The County exercised all of three (3) extension options on: June 22, 2004 (R2004-1440), May 17, 2005 (R2005-0991), and June 6, 2006 (R2006-0987), respectively. The Board approved Amendment Number One (R2007-1111) on June 10, 2007, which extended the term of the Lease Agreement for one (1) year and provided for two (2) additional one (1) year extension options. The attached letter exercises the first extension option.

Attachments:

1. Location Map
2. Letter to School Board exercising extension option
3. Budget Availability Statement

Recommended By: Zelt Annmy Wolf 5/1/08
 Department Director Date

Approved By: [Signature] 5/9/08
 County Administrator Date

II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2008	2009	2010	2011	2012
Capital Expenditures	_____	_____	_____	_____	_____
Operating Costs	<u>\$1.00</u>	_____	_____	_____	_____
External Revenues	_____	_____	_____	_____	_____
Program Income (County)	_____	_____	_____	_____	_____
In-Kind Match (County)	_____	_____	_____	_____	_____
NET FISCAL IMPACT	<u>\$1.00</u>	=====	=====	=====	=====
# ADDITIONAL FTE POSITIONS (Cumulative)	_____	_____	_____	_____	_____

Is Item Included in Current Budget: Yes X No _____

Budget Account No: Fund 1002 Dept 147 Unit 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:

<p><u>Jim Dul</u> 5-7-08 OFMB CN 5/5/08</p>	<p><u>Jim J. Jarek</u> 5/8/08 Contract Development and Control 5/8/08</p>
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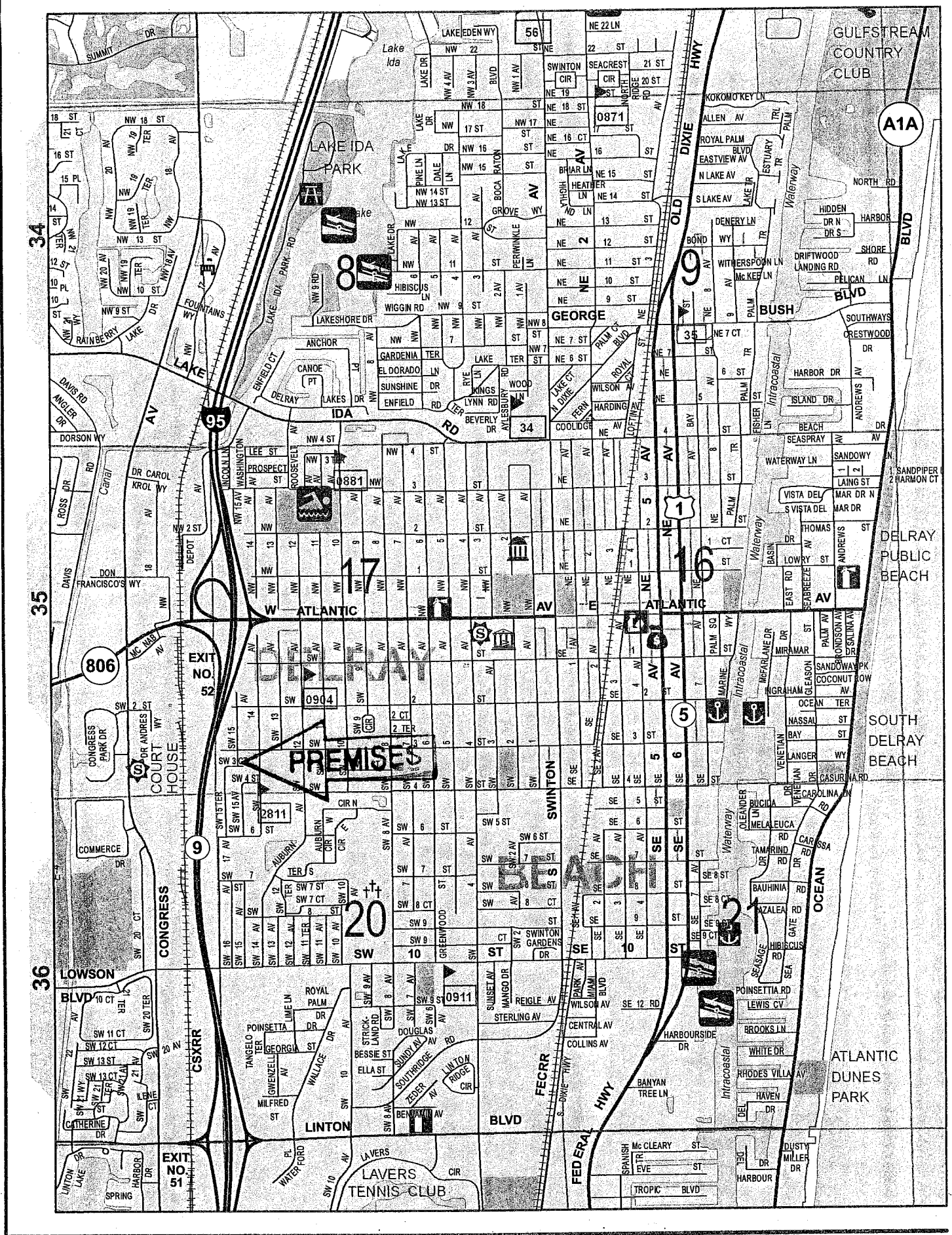
B. Legal Sufficiency:

James Burke 5/8/08
Assistant County Attorney

C. Other Department Review:

Department Director

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



LOCATION MAP

ATTACHMENT # /

Handwritten scribbles and a large number '11' at the bottom right of the page.



May 20, 2008

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

2633 Vista Parkway
West Palm Beach, FL 33411-5605
(561) 233-0200
FAX: (561) 233-0210
www.pbcgov.com/fdo

**Certified Mail
Return Receipt Requested**

Willie Jo Young, Principal
Delray Full Service Center
301 S.W. 14th Avenue
Delray Beach, FL 33444

Re: Exercise of First Option to Extend Lease Agreement (R2002-1349) dated August 20, 2002 between The School Board Of Palm Beach County, Florida, and Palm Beach County, as amended July 10, 2007 (R2007-1111)

Dear Ms. Young:

Pursuant to Section 2.C. of the above-referenced Lease Agreement, as amended, Palm Beach County, on behalf of the Palm Beach County Department of Community Services, Division of Head Start and Children Services, as Tenant, is hereby exercising its first option to extend the term of said Lease Agreement for an additional period of one year from August 20, 2008 through August 19, 2009.

All other terms and conditions of the Lease Agreement shall remain the same.

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
LEGAL SUFFICIENCY

APPROVED AS TO TERMS AND
CONDITIONS

By: _____
Assistant County Attorney

By: *Audrey Wolf*
Audrey Wolf, Director
Facilities Development & Operations

**Palm Beach County
Board of County
Commissioners**

- Addie L. Greene, Chairperson
- Jeff Koons, Vice Chair
- Karen T. Marcus
- Robert J. Kanjian
- Mary McCarty
- Burt Aaronson
- Jess R. Santamaria

County Administrator

Robert Weisman

*"An Equal Opportunity
Affirmative Action Employer"*

G:\Property Mgmt Section\Out Lease\Head Start-Free To Grow (4-25-02)\Extension One\Extension Letter.002.JB app.041508.doc



ATTACHMENT # 2

BUDGET AVAILABILITY STATEMENT

REQUEST DATE: April 6, 2007

REQUESTED BY: Nicholas Lambiase, Jr., CPM, Property Specialist, F D&O - PREM.

SENT TO: Rebecca Webb, Financial Manager II, Community Services Dept.

PROJECT NAME: Head Start Delray Full Service Center

IS ITEM INCLUDED IN CURRENT BUDGET: YES X NO

BUDGET ACCOUNT NO:

FUND: 1002 DEPT: 147 UNIT: 1451 OBJ: 4410 PROGRAM: HD20

FIVE YEAR SUMMARY OF FISCAL IMPACT:

FISCAL YEARS	2008	2009	2010	2011	2012
CAPITAL EXPENDITURES	_____	_____	_____	_____	_____
RENT	<u>\$ 1.00</u>	<u>\$ 1.00</u>	<u>\$ 1.00</u>	_____	_____
OPERATING COSTS	_____	_____	_____	_____	_____
MONTHLY UTILITIES	_____	_____	_____	_____	_____
EXTERNAL REVENUE	_____	_____	_____	_____	_____
PROGRAM INCOME (COUNTY)	_____	_____	_____	_____	_____
IN KIND MATCH (COUNTY)	_____	_____	_____	_____	_____
NET FISCAL IMPACT	<u>\$ 1.00</u>	<u>\$ 1.00</u>	<u>\$ 1.00</u>	_____	_____

PROPOSED BCC MEETING DATE: June 5, 2007

BAS APPROVED BY: Rebecca E. Webb DATE: April 9, 2007

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ACORD CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
08/22/2007

PRODUCER (561)994-9994 FAX (561)997-7087
 The Beacon Group, Inc.
 6001 Broken Sound Pkwy., N.W.
 Suite 500
 Boca Raton, FL 33487-2730

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.

INSURERS AFFORDING COVERAGE

INSURER A: School District of Palm Beach County

INSURER B:

INSURER C:

INSURER D:

INSURER E:

INSURED School District of Palm Beach Co.
 3370 Forest Hill Blvd.
 Suite A-103
 West Palm Beach, FL 33406

INSR ADD'L LTR INSRD	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YY)	POLICY EXPIRATION DATE (MM/DD/YY)	LIMITS	
A	GENERAL LIABILITY <input type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC	SUBJECT TO INSURER A: FLA STATUTE 768.28 *100,000 PER PERSON *200,000 PER OCCURRENCE	07/01/2007	07/01/2008	EACH OCCURRENCE	\$ 100,000
					DAMAGE TO RENTED PREMISES (Ea occurrence)	\$
					MED EXP (Any one person)	\$ excluded
					PERSONAL & ADV INJURY	\$
					GENERAL AGGREGATE	\$ 200,000
					PRODUCTS - COMP/OP AGG	\$ included

A	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS	SUBJECT TO INSURER A: FLA STATUTE 768.28 *100,000 PER PERSON *200,000 PER OCCURRENCE	07/01/2007	07/01/2008	COMBINED SINGLE LIMIT (Ea accident)	\$ 200,000
					BODILY INJURY (Per person)	\$ 100,000
					BODILY INJURY (Per accident)	\$ 100,000
					PROPERTY DAMAGE (Per accident)	\$ included

	GARAGE LIABILITY <input type="checkbox"/> ANY AUTO				AUTO ONLY - EA ACCIDENT	\$
					OTHER THAN EA ACC AGG	\$

A	EXCESS/UMBRELLA LIABILITY <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS MADE DEDUCTIBLE RETENTION \$	\$1,000,000 LEGISLATIVE CLAIMS BILL FLA STATUTE 768.29	07/01/2007	07/01/2008	EACH OCCURRENCE	\$ 1,000,000
					AGGREGATE	\$
						\$
						\$

A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? If yes, describe under SPECIAL PROVISIONS below	FLA STATUTE 768.28	07/01/2007	07/01/2008	<input checked="" type="checkbox"/> WC STATUTORY LIMITS <input type="checkbox"/> OTHER	
					E.L. EACH ACCIDENT	\$
					E.L. DISEASE - EA EMPLOYEE	\$
					E.L. DISEASE - POLICY LIMIT	\$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES / EXCLUSIONS ADDED BY ENDORSEMENT / SPECIAL PROVISIONS
 This certificate supercedes and voids all previous certificates. The School Board of Palm Beach County is self insured under the laws of the State of Florida for the above limits for full tort liability based on Florida Sovereign Immunity limits under F.S. 768.28. Excess bodily injury & property damage liability is limited to legislative claims under F.S.768.28. Excess bodily injury & property damage jurisdictions

CERTIFICATE HOLDER	CANCELLATION
Palm Beach County Board of County Commissioners Property & Real Estate Management Attn Director 3200 Belvedere Road, Bldg 1169 West Palm Beach, FL 33406-1544	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING INSURER WILL ENDEAVOR TO MAIL <u>30</u> DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO MAIL SUCH NOTICE SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE INSURER, ITS AGENTS OR REPRESENTATIVES.
	AUTHORIZED REPRESENTATIVE Donald E. Dresback/C02 <i>Donald E. Dresback</i> A072032