SH-J Agenda Item #:

PALM BEACH COUNTY BOARD OF COUNTY COMMISSIONERS <u>AGENDA ITEM SUMMARY</u>

Meeting Date:	June 2, 2009	[X] Consent [] Ordinance	[] Regular [] Public Hearing

Department: Facilities Development & Operations

I. EXECUTIVE BRIEF

Motion and Title: Staff recommends motion to approve: exercise of the second and final 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 second and final option will extend the term of the Lease Agreement from August 20, 2009 through August 19, 2010. 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 (HJF)

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 the 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 first extension option (R2008-0867) expires on August 19, 2009. The attached letter exercises the second and final extension option.

Attachments:

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

Decommended Brief	Let Ammen Work	5/7/09
Recommended By:	Department Director	Date
Approved By:	Kake	5/28/09
· · · · · · · · · · · · · · · · · · ·	County Administrator	Date (
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II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2009	2010	2011	2012	2013
Capital Expenditures				<u> </u>	
Operating Costs	<u>\$1.00</u>				
External Revenues					
Program Income (County)					
In-Kind Match (County	<u></u>			<u></u>	
NET FISCAL IMPACT	<u>\$1.00</u>				
# ADDITIONAL FTE POSITIONS (Cumulative)					·····
Is Item Included in Current B	udget: Yes	X	No		
Budget Account No: Fund	<u>1002</u> Dep Program HD		<u>Unit 1451</u>	_ Object _44	410

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

C. Departmental Fiscal Review:

III. <u>REVIEW COMMENTS</u>

A. OFMB Fiscal and/or Contract Development Comments:

Shulor CN **QFMB** 5/12/9

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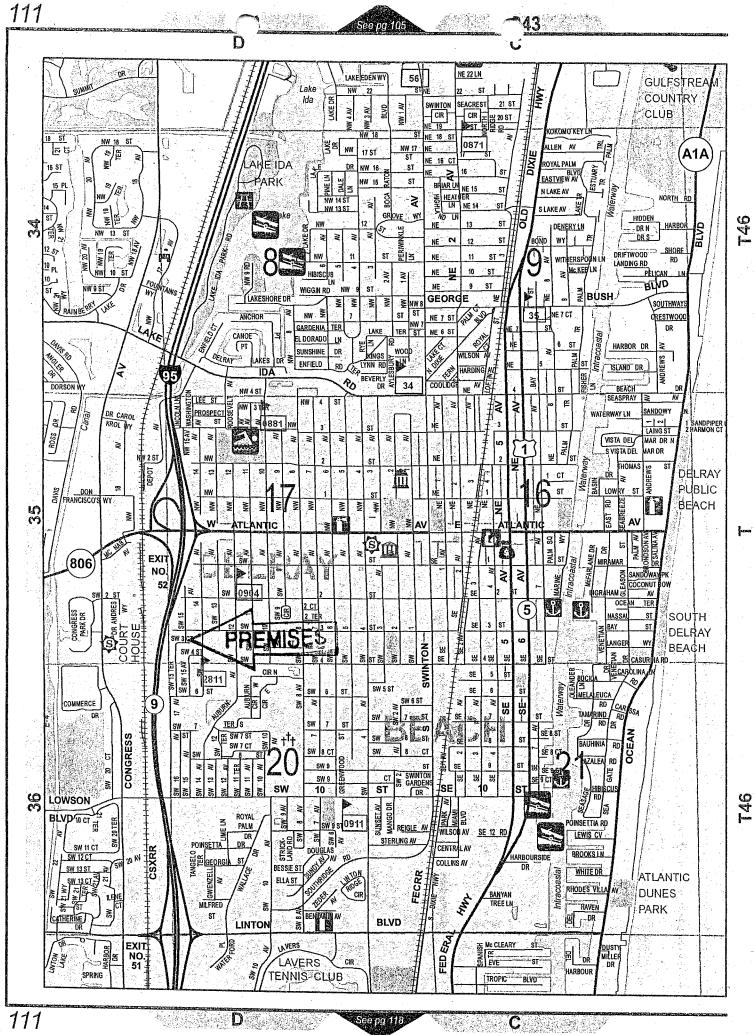
Legal Sufficiency: **B.** Assistant County Attorney

C. Other Department Review:

Department Director

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

G:\PREM\AGENDA\2009\06-02\DELRAY HEADSTART EXTENSION #2 TAS.DOCX



OCATION L 1 🛆 F ATTACHMENT #/ 146



Facilities Development & Operations Department

Property and Real Estate Management Division

2633 Vista Parkway West Palm Beach, FL 33411-5605

Telephone - (561) 233-0217 Facsimile - (561) 233-0210 www.pbcgov.com/fdo

Palm Beach County Board of County Commissioners

Jeff Koons, Chairman

Burt Aaronson, Vice Chairman

Karen T. Marcus

Shelley Vana

Steven L. Abrams

Jess R. Santamaria

District 7

County Administrator

Robert Weisman, P.E.

"An Equal Opportunity Affirmative Action Employer" June 2, 2009

Willie Jo Young, Principal Delray Full Service Center 301 S.W. 14th Avenue Delray Beach, FL 33444 Certified Mail Return Receipt Requested

Re: Exercise of Second 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 second option to extend the term of said Lease Agreement for an additional period of one year from August 20, 2009 through August 19, 2010.

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

By:

CONDITIONS

ATTEST:

SHARON R. BOCK CLERK & COMPTROLLER PALM BEACH COUNTY, a political subdivision of the State of Florida

John F. Koons, Chairman

APPROVED AS TO TERMS AND

By:

Deputy Clerk

APPROVED AS TO FORM LEGAL SUFFICIENCY

Assistant County Attorney

By:

By: Audrey Wolf. **Facilities Development & Operations**

G:\Property Mgmt Section\Out Lease\Head Start-Free To Grow (4-25-02)\Extension Two\Extension Letter.Final HJF Appr4.3.09.doc



BUDGET AVAILABILITY STATEMENT

REQUEST DATE: 3/18/09 REQUESTED BY: Richard C. Bogatin, PREM

PHONE: 561.233.0214 FAX: 561.233.0210

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PROJECT TITLE: Head Start Delray Full Service Center-Extension #2 PROJECT NO.: T/B/D

Fiscal Years	2009	2010			· · ·
Capital Expenditures	\$1.00				
Operating Costs		<u> </u>		*****	<u> </u>
External Revenues			A STATE OF THE OWNER.		
Program Income (County) In-Kind Match (County		*****			· · · · · · · · · · · · · · · · · · ·
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# ADDITIONAL FTE POSITIONS (Cumulative)					

** By signing this BAS your department a_{ii} rees to these staff costs and your account will be charged upon receipt : f the BAS by FD&O. Unless there is a change in the scope of work, no additional staff charges will be billed.

BUDGET ACCOUNT NUMBER

FUND: <u>1002</u>	DEPT:	<u>147</u> UNIT:	<u>1451</u> OBJ:	4410 SUB OBJ	HD20
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IS ITEM INCLUDED IN CURRENT BUDGET: YES _____ NO _____

IDENTIFY FUNDING SOURCE FOR EACH ACCOUNT: (check all that apply)

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□ Non-Ad Valorem (source/type:	alf all a second a la second a	
Grant (source/type:		
□ Park Improvement Fund (source/ty	De:	
🖾 General Fund	☐ Operating Budget	
		Federal/Davis Bacon

Department: Community Services/Head Start BAS APPROVED BY: CARTER DATE: 4/23/0 ENCUMBRANCE NUMBER: 1002 - 147-1451-99-4410-HD20-G408

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233-0212 FAX

ATTACHMENT # ³

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