



Monterey County

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Board Report

Legistar File Number: 14-1353

December 16, 2014

Introduced: 12/5/2014

Current Status: Agenda Ready

Version: 1

Matter Type: General Agenda Item

- a. Approve and Authorize the Contracts/Purchasing Officer to renew Lease Agreement A-10468 through April 30, 2019, with Lessor, Susan Glau Living Trust, for 1008 square feet of space located at 62350 College Street, San Ardo, California, for use by the Monterey County Free Libraries, San Ardo Branch.
- b. Authorize the Auditor-Controller to continue to make lease payments of \$924.00 per month in accordance with the terms of the Lease Agreement; and
- c. Authorize the optional extension of the Lease Agreement for an additional three (3) year period under the same terms and conditions if deemed by the Contracts/Purchasing Officer to be in the best interest of the County.

RECOMMENDATION:

It is recommended that the Board of Supervisors:

- a. Approve and Authorize the Contracts/Purchasing Officer to renew Lease Agreement A-10468 through April 30, 2019, with Lessor, Susan Glau Living Trust, for 1008 square feet of space located at 62350 College Street, San Ardo, California, for use by the Monterey County Free Libraries, San Ardo Branch.
- b. Authorize the Auditor-Controller to continue to make lease payments of \$924.00 per month in accordance with the terms of the Lease Agreement; and
- c. Authorize the optional extension of the Lease Agreement for an additional three (3) year period under the same terms and conditions if deemed by the Contracts/Purchasing Officer to be in the best interest of the County.

SUMMARY/DISCUSSION:

The Monterey County Free Libraries, San Ardo Branch has occupied 1,008 square feet of space at 62350 College Street, in San Ardo, California, since March 1996. The lease expired on April 30, 2014, and the Department has continued to occupy the space on a month to month basis. The Department desires to remain at this location under the terms of the prior Lease Agreement (see attached). The recommended action provides for the continued occupancy by the Department through April 30, 2019. The monthly rent is \$924.00 per month. The lease renewal document provides an additional three (3) years under the same terms and conditions. A "Termination by County" clause (without penalty) is incorporated in the Lease Agreement.

Lessor agrees to correct all identified deficiencies detailed in report written by RIM Architects dated June 14, 2013, excluding deficiencies detailed in Section 2.2 "Accessibility of Entrances, Exits and Path of Travel", Section 2.3 "Accessibility of Interior Spaces", and Sub-section 2.4.1

“Public Toilet” (referencing door swing).

Occupancy of the identified facility continues to offer proximity, access, and is cost effective.

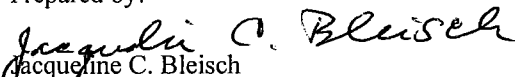
OTHER AGENCY INVOLVEMENT:

The Department of Public Works facilitated the development of the Renewal of the Lease Agreement. The Monterey County Free Libraries concurs with the Renewal of the Lease Agreement. County Counsel has reviewed and approved the Renewal of Lease Agreement as to form and legality.

FINANCING:

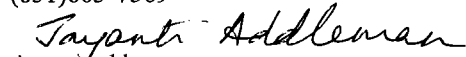
There is no additional impact to the General Fund. Sufficient funds are available in the FY 2014-15 Monterey County Free Libraries approved budget, Fund 003, Unit 6110. The first year leasing cost will amount to \$11,088.00. The property owner will be responsible for costs associated with property taxes and assessments, fire insurance, and major maintenance and structural repairs, as needed. The ongoing occupation of the lease premises and future renewal of the Lease Agreement will be based on the continued availability of funding from the Monterey County Free Libraries.

Prepared by:


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Approved by:

Jayanti Addleman

Library Director

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Attachments:

Board Order

Renewal of Lease Agreement

Exhibit A - Lease Agreement, Location Map

Property Facility Assessment Report by RIM Associates