



Board Report

File #: A 22-028, **Version:** 1

- a. Approve and authorize the Contracts/Purchasing Officer or Contracts/Purchasing Office Supervisor to execute First Extension and Amendment No. 1 to Lease Agreement No. A-14250, effective on April 1, 2022, with the International Church of the Foursquare Gospel, dba Salinas Foursquare Church extending lease term one year from March 31, 2022 to March 31, 2023, and increasing monthly lease payment from \$1,350/month to \$1,485/month, for forty-five (45) parking spaces located at 327 Pajaro Street, in Salinas, California, for use by the Probation Department;
- b. Authorize the Auditor-Controller to make lease payments of \$1,485.00 per month and in accordance with the terms of the agreement; and
- c. Authorize the extension of the Lease Agreement for third additional one-year period as included in the Lease language and to make minor revisions to include increase of up to 10% of the original monthly lease amount (\$1,350) to the Lease Agreement and under the same terms and conditions, if deemed by the Contracts/Purchasing Officer to be in the best interests of the County.

RECOMMENDATION:

It is recommended that the Board of Supervisors:

- a. Approve and authorize the Contracts/Purchasing Officer or Contracts/Purchasing Office Supervisor to execute First Extension and Amendment No. 1 to Lease Agreement No. A-14250, effective on April 1, 2022, with the International Church of the Foursquare Gospel, dba Salinas Foursquare Church extending lease term one year from March 31, 2022 to March 31, 2023, and increasing monthly lease payment from \$1,350/month to \$1,485/month, for forty-five (45) parking spaces located at 327 Pajaro Street, in Salinas, California, for use by the Probation Department;
- b. Authorize the Auditor-Controller to make lease payments of \$1,485.00 per month and in accordance with the terms of the agreement; and
- c. Authorize the extension of the Lease Agreement for third additional one-year period as included in the Lease language and to make minor revisions to include increase of up to 10% of the original monthly lease amount (\$1,350) to the Lease Agreement and under the same terms and conditions, if deemed by the Contracts/Purchasing Officer to be in the best interests of the County.

SUMMARY:

Approval of the First Extension and Amendment No. 1 to Lease Agreement No. A-14250 will continue the provision of additional parking spaces to be used by employees of the Probation Department. The lease term which commenced on April 1, 2019 and expires on March 31, 2022 will be extended to March 31, 2023. Rent will be increased from \$1,350.00 per month to \$1,485.00 per month in accordance with the amended Agreement. Effective December 23, 2021, the vendor made a change to their business name's dba, with no change to their tax identification number, to reflect the new name, International Church of the Foursquare Gospel dba Salinas Foursquare Church.

DISCUSSION:

The Probation Department occupies 20 E. Alisal Street in Salinas with limited on-site parking spaces. The lack of parking slots requires employees to park on metered street locations with two-hour time limits. Extending the term of the Lease Agreement for the dedicated forty-five (45) spaces under the lease with Salinas Foursquare Church will continue to alleviate the ongoing parking issues challenging the Probation Department.

Rent will be \$1,485.00 per month. The Lease Agreement provides for three (3) one-year extension options under the same terms and conditions, including annual rental adjustments.

OTHER AGENCY INVOLVEMENT:

County Real Property Specialist under Public Works, Facilities and Parks, formerly Resource Management Agency, facilitated the original negotiations of the initial Lease Agreement, and has reviewed and approved the extension and this report. The Office of the County Counsel-Risk Management has reviewed and approved the Extension to the Lease Agreement as to form and legality, and Auditor-Controller has reviewed and approved as to payment provisions.

FINANCING:

There is no financial impact to the General Fund Contribution. Sufficient funds are available in the Probation Department's Approved Budget for FY21-22. Future fiscal year costs will be requested through the corresponding annual budget process.

BOARD OF SUPERVISORS STRATEGIC INITIATIVES:

This recommendation supports the Board of Supervisors Strategic Initiatives of: Administration by improving work efficiencies and eliminating downtime.

- Economic Development
- Administration
- Health & Human Services
- Infrastructure
- Public Safety

Prepared by: Wendi Reed, Management Analyst III, ext. 3985
Approved by: Todd Keating, Chief Probation Officer, ext. 3913

Attachments: Lease Agreement; Location Map,
First Extension and Amendment No. 1 to the Lease Agreement