

AGENDA



Thursday, September 25, 2008

**Contract and Land Management
RECOMMENDATION FOR COUNCIL ACTION****Item No. 17**

Subject: Approve the negotiation and execution of a 36-month lease renewal with the possibility of additional future renewals for 1,000 square feet of office warehouse space for the Environmental Resource Management Division of the Watershed Protection and Development Review Department, located at 720 Bastrop Highway, Suite 218, from BASTROP BUSINESS PARK, LP, Austin TX, in an amount not to exceed \$30,600 for the initial renewal term.

Amount and Source of Funding: Funding in the amount of \$9,350 is available in the Fiscal Year 2008-2009 Operating Budget of the Watershed Protection and Development Review Department. Funding for the remaining lease term period is contingent upon available funding in future budgets.

Fiscal Note: There is no unanticipated fiscal impact. A fiscal note is not required.

For More Information: Dean Harris 974-7061, Roger Glick 974-2096, April Thedford 974-7141

The City has leased this space since 1993. The current occupant is the Water Quality Monitoring Section, which is part of Environmental Resources Management of the Watershed Protection and Development Review Department. The space is used to store, repair, retrofit and maintain water quality monitoring equipment. The leased space is 1,000 square feet with office and storage area, and the lease expires October 31, 2008.

The current rental amount is \$675 monthly which was established in 2005. The best and final offer for this renewal is \$850 per month or \$0.85 per square foot per month for the three-year term which would commence November 1, 2008. This rate includes taxes, insurance and common area maintenance.

This renewal will allow for the continued use of the space by the City; additional negotiated terms and conditions may provide for future extensions of the lease term, including reasonable increases in rent.