DATE: April 6, 2015

FROM: James Lewis Property & Facilities 541-385-1414

TITLE OF AGENDA ITEM:
Consideration of Chair signature of document 2015-193, a Fourth Addendum (amendment) to Lease between Deschutes County and the State of Oregon, Building Codes Division.

PUBLIC HEARING ON THIS DATE? No

BACKGROUND AND POLICY IMPLICATIONS:
Effective July 1, 2012, Deschutes County leased office space at 117 NW Lafayette Avenue, Bend, to the State Building Codes Division. The original Lease was previously amended to increase the square footage of the leased area and to extend the lease to June 30, 2015, according to all other provisions included in the original lease. This new amendment reflects an additional extension of the lease until June 30, 2017 (two additional years), and an increase in the amount of the base rent (an increase to $325 per month). All other provisions will remain the same.

FISCAL IMPLICATIONS:
Increasing base rent to $325 per month ($3,900 per year).

RECOMMENDATION & ACTION REQUESTED:
Staff recommends that the Board of County Commissioners authorize the Chair to sign Document 2015-193.

ATTENDANCE: James Lewis

DISTRIBUTION OF DOCUMENTS:
One fully signed original returned to James Lewis will come back for our permanent records and copy to tenant.
Date: 4-6-2015

Type of Document: Third Amendment to Lease

Goods and/or Services: N/A

Background & History: Effective July 1, 2012, Deschutes County leased office space at 117 NW Lafayette Avenue, Bend, to the State Building Codes Division. The original lease was previously amended to increase the square footage of the leased area and to extend the lease to June 30, 2015, according to all other provisions included in the original lease. This new amendment reflects an additional extension of the lease until June 30, 2017 (two additional years), and an increase in the amount of the base rent (an increase to $325 per month). All other provisions will remain the same.

Agreement Starting Date: July 1, 2015

Ending Date: June 30, 2017

Annual Value or Total Payment: $3,900 base rent

N/A – statutory coverage

Insurance Certificate Received (check box)

Insurance Expiration Date: State of Oregon is self insured

Check all that apply:

- RFP, Solicitation or Bid Process
- Informal quotes (<$150K)
- Exempt from RFP, Solicitation or Bid Process (specify – see DCC §2.37)

Funding Source: (Included in current budget?)

- Yes
- No

If No, has budget amendment been submitted?

- Yes
- No

Is this a Grant Agreement providing revenue to the County?

- Yes
- No

Special conditions attached to this grant:
Deadlines for reporting to the grantor:

If a new FTE will be hired with grant funds, confirm that Personnel has been notified that it is a grant-funded position so that this will be noted in the offer letter: □ Yes  □ No

Contact information for the person responsible for grant compliance: Name: 
Phone #: 

______________________________

Departmental Contact and Title: James Lewis Phone #: 541-385-1414

Department Director Approval: ____________________________ 4/3/15

Signature Date

Distribution of Document: One fully signed original returned to James Lewis for our permanent records and copy to tenant.

Official Review:

County Signature Required (check one): □ BOCC  □ Department Director (if <$25K)

□ Administrator (if >$25K but <$150K; if >$150K, BOCC Order No. ____________)

Legal Review ____________________________ Date __________________

Document Number 2015-193

4/3/2015
FOURTH ADDENDUM TO LEASE

Parties:

LESSOR: DESCHUTES COUNTY, a political subdivision of the State of Oregon
LESSEE: STATE OF OREGON, acting by and through its DEPARTMENT of CONSUMER AND BUSINESS SERVICES, BUILDING CODES DIVISION;

WHEREAS, Lessor and Lessee entered into a Lease (DC 2012-378) with an effective date of July 1, 2012, as amended or supplemented by the First Lease Addendum (DC 2013-053) with an effective date of July 18, 2013, the Second Lease Addendum (DC 2014-347) with an effective date of July 1, 2014, and the Third Lease Addendum (DC 2014-409) with an effective date of October 1, 2014, ("the Lease") covering space described as Room 111, approximately one hundred fifty-five (155) square feet of office space located at 117 NW Lafayette Avenue, Bend, Oregon 97701 Deschutes County (the "Premises"); and

WHEREAS, the parties now desire to make changes to the Lease regarding the Term and Renewal, and the Rent;

NOW, THEREFORE, the parties agree that, effective July 1, 2015, the Lease is hereby amended to read as follows:

1. Term and Renewal. The effective date of this Lease shall be July 1, 2012, or the date on which each party has signed this Lease, whichever is later, and shall continue until June 30, 2017. This Lease may be terminated by either party upon thirty (30) days’ prior written notice.

If this Lease is not terminated and Lessee is not in default, Lessee shall have the option to renew this Lease for successive terms of twelve (12) months each (from July 1 to June 30). This option, if exercised, shall be made by written notice to Lessor given not less than sixty (60) days prior to the last day of the expiring term. This Lease shall not be considered renewed for the additional twelve months unless and until Lessor agrees in writing.

2. Rent. Lessee shall pay Base Rent in arrears by the 10th day of each month for the preceding month or partial month. The Base Rent for any partial month shall be prorated on a per diem basis. Rent shall be payable without notice or demand at the office of Deschutes County Property & Facilities Department, PO Box 6005, Bend, Oregon 97708-6005, or at such other place as may be designated in writing by Lessor. The monthly Base Rent shall be One Hundred Fifty-Five Three Hundred Twenty Five Dollars ($155.00) ($325.00) per month. Base rent includes office furnishings.
Except as otherwise provided in this Addendum, the terms and conditions of the original Lease, and previous Addendums thereto, remain in effect.

LEWER: DATED this ___ day of ____________, 2015

BOARD OF COUNTY COMMISSIONERS
OF DESCHUTES COUNTY, OREGON

ANTHONY DEBONE, CHAIR

ATTEST: ALAN UNGER, VICE CHAIR

Recording Secretary TAMMY BANEY, COMMISSIONER

LESSEE: STATE OF OREGON acting by and through its Department of Administrative Services

By: DATED this ___ day of ____________, 2015

STATE OF OREGON, acting by and through its Department of Consumer and Business Services, Building Codes Division

By: DATED this ___ day of ____________, 2015