

Deschutes County Board of Commissioners
1300 NW Wall St., Suite 200, Bend, OR 97701-1960
(541) 388-6570 - Fax (541) 385-3202 - www.deschutes.org

AGENDA REQUEST & STAFF REPORT

For Board Business Meeting of April 22, 2015

Please see directions for completing this document on the next page.

DATE: April 8, 2015

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

TITLE OF AGENDA ITEM:

Consideration of Chair signature of document 2015-224, First Addendum to Lease between Deschutes County and the Central Oregon Extended Unit for Recovery dba Rimrock Trails Adolescent Treatment Services.

PUBLIC HEARING ON THIS DATE? No

BACKGROUND AND POLICY IMPLICATIONS:

Effective November 1, 2013, Deschutes County leased office space at 63360 Britta Street, Bend, to Rimrock Trails. The original lease was for two rooms (288 square feet) at a base rent of \$600 per month, and had a Term extending until October 31, 2015. This amendment reflects a change to the physical space leased (an additional room and overall increase of 105 square feet), and an increase to the amount of the base rent (an increase of \$215 per month). The total leased area will now be 393 square feet, with a base rent of \$815 per month (\$9,780 per year). Additionally, the Term of lease will now extend to June 30, 2016. All other original provisions of the Lease will remain the same.

FISCAL IMPLICATIONS:

Increasing base rent to \$815 per month (\$9,780 per year).

RECOMMENDATION & ACTION REQUESTED:

Staff recommends that the Board of County Commissioners authorize the Chair to sign Document 2015-224.

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.

DESCHUTES COUNTY DOCUMENT SUMMARY

(NOTE: This form is required to be submitted with ALL contracts and other agreements, regardless of whether the document is to be on a Board agenda or can be signed by the County Administrator or Department Director. If the document is to be on a Board agenda, the Agenda Request Form is also required. If this form is not included with the document, the document will be returned to the Department. Please submit documents to the Board Secretary for tracking purposes, and not directly to Legal Counsel, the County Administrator or the Commissioners. In addition to submitting this form with your documents, please submit this form electronically to the Board Secretary.)

Please complete all sections **above** the Official Review line.

Date: 4-6 2015

Department: Property & Facilities

Contractor/Supplier/Consultant Name: Central Oregon Extended Unit for Recovery dba Rimrock Trails Adolescent Treatment Services

Contractor Contact: Erica Fuller-Hewitt, Director **Contractor Phone #:** 541-447-2631

Type of Document: Third Amendment to Lease

Goods and/or Services: N/A

Background & History: Effective November 1, 2013, Deschutes County leased office space at 63360 Britta Street, Bend, to Rimrock Trails. The original lease was for two rooms (288 square feet) at a base rent of \$600 per month, and had a Term extending until October 31, 2015. This amendment reflects a change to the physical space leased (an additional room and overall increase of 105 square feet), and an increase to the amount of the base rent (an increase of \$215 per month). The total leased area will now be 393 square feet, with a base rent of \$815 per month. Additionally, the Term of lease will now extend to June 30, 2016. All other original provisions of the Lease will remain the same.

Agreement Starting Date: April 20, 2015 **Ending Date:** June 30, 2016

Annual Value or Total Payment: \$815 base rent per month (\$9,780 per year)

N/A – statutory coverage

X Insurance Certificate Received (check box)

Insurance Expiration Date: July 1, 2015

N/A

Check all that apply:

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

N/A

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

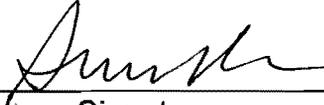
Special conditions attached to this grant:

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:  4/10/15
Signature Date

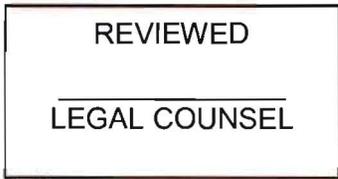
Distribution of Document: One fully signed original returned to James Lewis for our permanent records and copy to tenant.

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 **2015-224**



FIRST ADDENDUM TO LEASE

Parties:

LESSOR: DESCHUTES COUNTY, a political subdivision of the State of Oregon.

LESSEE: CENTRAL OREGON EXTENDED UNIT FOR RECOVERY, dba RIMROCK TRAILS ADOLESCENT TREATMENT SERVICES, an Oregon nonprofit corporation.

WHEREAS, Lessor and Lessee entered into a Lease (DC 2013-558) with an effective date of November 1, 2013, ("the Lease") covering space described as Rooms 218 and 219, approximately two hundred eighty-eight (288) square feet of office space located at 63360 Britta Street, Building 1, Bend, Oregon 97701, (the "Premises"); and

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

NOW, THEREFORE, the parties agree that, effective April 20, 2015, the Lease is hereby amended to read as follows:

Lessor hereby leases to Lessee and Lessee takes from Lessor the "Premises" described as follows:

Rooms 218, ~~and 219~~ and 220, approximately ~~two hundred eighty-eight (288)~~ three hundred ninety three (393) square feet of office space located at 63360 Britta Street, Building 1, Bend, Oregon 97701, (the "Premises").

1. Term and Renewal. The effective date of this Lease shall be ~~November 1, 2013~~ April 20, 2015, or the date on which each party has signed this Lease, whichever is later, and shall continue until ~~October 31, 2015~~ June 30, 2016, ~~a period of two years~~. 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 ~~November 1~~ July 1 to ~~October 31~~ 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 to Lessor as base rent the sum of ~~Six Hundred~~ Eight Hundred Fifteen Dollars (~~\$600.00~~ 815.00) per month, commencing with the effective date specified in Paragraph 1. Rent may be prorated for the first partial month. Rent shall be payable on the first day of each month without notice or demand at the office of the

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.

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.

LESSOR: 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: DATED this 8 day of April, 2015

CENTRAL OREGON EXTENDED UNIT FOR RECOVERY INC.
dba RIMROCK TRAILS ADOLESCENT TREATMENT SERVICES

By: 
Erica Fuller-Hewitt
Executive Director