

56173

March 28, 2017

TO: Honorable Board of Acquisition and Contract

FROM: Vincent F. Kopicki, P.E.
Commissioner of Public Works and Transportation

Adam Rodriguez
Director of Real Estate

RE: Authority to enter into a lease agreement with Commerce Street Professional Center, LLC, for space located at 1940 Commerce Street, Yorktown, New York for a term from April 1, 2017 through March 31, 2022. (Lease Agreement No. 17-914)

Authority of your Honorable Board is requested for the County to enter into a lease agreement with Commerce Street Professional Center, LLC for space located at 1940 Commerce Street, Yorktown, New York for a term from April 1, 2017 through March 31, 2022.

Under the terms of the lease, the County will lease approximately 1,431 square feet and pay annual fixed rent as follows, which is a substantial reduction when compared to the expiring lease:

April 1, 2017 – March 31, 2018 = \$32,197.80;
April 1, 2018 – March 31, 2019 = \$33,003.00;
April 1, 2019 – March 31, 2020 = \$33,828.00;
April 1, 2020 – March 31, 2021 = \$34,674.00; and
April 1, 2021 – March 31, 2022 = \$35,541.00

The County will also be responsible for the cost of the following as additional rent: its electric usage and its proportionate share of real estate tax escalations; cleaning services (\$6,492.00 per year, for the entire term); and security access fees (\$456.00 per year, for the entire term).

This lease is in the public's best interest as it will provide the District Attorney's Office with the space necessary to offer services to residents of the County.

This lease is exempt from the Westchester County Procurement Policy and Procedures pursuant to Section 3(b) thereof. The lease will be monitored by the Department of Public Works and Transportation.

Therefore, we recommend approval of the annexed Resolution.

VFK/AR/DLV/dv

RESOLUTION

Upon a communication from the Commissioner of Public Works and Transportation and the Director of Real Estate, be it hereby

RESOLVED, that the County of Westchester (the "County") is hereby authorized to enter into a lease agreement with Commerce Street Professional Center, LLC for space located at 1940 Commerce Street, Yorktown, New York for a term from April 1, 2017 through March 31, 2022; and be it further

RESOLVED, that under the terms of the lease, the County shall lease approximately 1,431 square feet and pay annual fixed rent as follows:

April 1, 2017 – March 31, 2018 = \$32,197.80;
 April 1, 2018 – March 31, 2019 = \$33,003.00;
 April 1, 2019 – March 31, 2020 = \$33,828.00;
 April 1, 2020 – March 31, 2021 = \$34,674.00; and
 April 1, 2021 – March 31, 2022 = \$35,541.00; and be it further

RESOLVED, that the County will also be responsible for the cost of the following as additional rent: its electric usage and its proportionate share of real estate tax escalations; cleaning services (\$6,492.00 per year, for the entire term); and security access fees (\$456.00 per year, for the entire term); and be it further

RESOLVED, that the County Executive or his authorized designee is hereby authorized to execute all instruments necessary to implement this Resolution.

Lease Agreement No. 17-914

| Account to be Charged/Credited | Fund | Dept. | Major Program, Program & Phase Or Unit | Object/ Sub Object | Trust Account | Dollars |
|--------------------------------|------|-------|----------------------------------------|--------------------|---------------|--------------------|
| | 101 | 46 | 3300/3322 | 4320 | | \$29,358.45 (2017) |
| | 101 | 46 | 3300/3322 | 4320 | | \$39,749.70 (2018) |
| | 101 | 46 | 3300/3322 | 4320 | | \$40,569.75 (2019) |
| | 101 | 46 | 3300/3322 | 4320 | | \$41,410.50 (2020) |
| | 101 | 46 | 3300/3322 | 4320 | | \$42,272.25 (2021) |
| | 101 | 46 | 3300/3322 | 4320 | | \$10,622.25 (2022) |

Budget Funding Year(s) 2017-2022 Start Date 04/01/2017 End Date 03/31/2022
 (must match resolution)

Funding Source: Tax Dollars 100% County

State Aid _____

\$203,982.90 Federal Aid _____
 (must match resolution)

Other _____