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ABBREVIATED CONSENT CALENDAR FORMAT

Memorandum Date: October 30, 2006
Order Date: November 29, 2006

TO: Board of County Commissioners

DEPARTMENT: Public Works

PRESENTED BY: Tanya Heaton
Administrative Services Manager

AGENDA ITEM TITLE: ORDER/IN THE MATTER OF ENTERING INTO A LEASE AGREEMENT WITH THE BUREAU OF LAND MANAGEMENT (BLM) FOR FIVE (5) YEARS FOR SURPLUS SHOP AND OFFICE SPACE AT DELTA FOR AN ANNUAL RENT PAYMENT OF \$17,541.72 FOR FEDERAL FY 07 AND \$20,943.72 PER YEAR FOR FY 08 THROUGH FY 11

I. MOTION

THAT THE BOARD ORDER BE APPROVED AUTHORIZING ENTERING INTO A LEASE AGREEMENT WITH THE BUREAU OF LAND MANAGEMENT (BLM) FOR FIVE YEARS FOR SURPLUS SHOP AND OFFICE SPACE AT DELTA FOR AN ANNUAL RENT PAYMENT OF \$17,541.72 FOR FEDERAL FY 07 AND \$20,943.72 PER YEAR FOR FY 08 THROUGH FY 11 AND AUTHORIZING THE COUNTY ADMINISTRATOR TO EXECUTE THE AGREEMENT

II. DISCUSSION

A. Background / Analysis

Lane County entered into an original lease with BLM in 1984. The lease is for approximately 2,890 square feet – 320 square feet of office space, 1,410 square feet of warehouse/storage space and 1,160 square feet of shop space. In addition, BLM is provided six (6) designated truck parking spaces and eight (8) designated employee parking spaces.

In 2006, Public Works Engineering Right-of-Way conducted a local market analysis of similar rentable space and concluded that approximately \$0.60 per square foot was reasonable for the area. An increase of \$3,402 per year will be reflected in the rent payments beginning in federal FY 08

(October 1, 2007 through September 30, 2008). The schedule of payments is as follows:

FY 07 – October 1, 2006 through September 30, 2007:	\$17,541.72
FY 08 – October 1, 2007 through September 30, 2008:	\$20,943.72
FY 09 – October 1, 2008 through September 30, 2009:	\$20,943.72
FY 10 – October 1, 2009 through September 30, 2010:	\$20,943.72
FY 11 – October 1, 2010 through September 30, 2011:	\$20,943.72

The areas leased to BLM are surplus to current Lane County Fleet operations. Since 1984, the relationship between Lane County and BLM has been beneficial to both parties. Fleet Services provides equipment maintenance for BLM and realized approximately \$106,000 in equipment maintenance revenues last fiscal year.

B. Recommendation

It is recommended that the Board approve entering into a five (5) year lease with the Bureau of Land Management for surplus space at the Public Works Delta Fleet facility for an annual lease payment of \$17,541.72 for federal FY 07 and \$20,943.72 per year for federal FY 08 through FY 11.

III. ATTACHMENTS

None.

IN THE BOARD OF COMMISSIONERS OF LANE COUNTY
STATE OF OREGON

ORDER NO.

(IN THE MATTER OF ENTERING INTO A LEASE
(AGREEMENT WITH THE BUREAU OF LAND
(MANAGEMENT (BLM) FOR FIVE (5) YEARS FOR
(SURPLUS SHOP AND OFFICE SPACE AT DELTA
(FOR AN ANNUAL RENT PAYMENT OF \$17,541.72
(FOR FEDERAL FY 07 AND \$20,943.72 PER YEAR
(FOR FY 08 THROUGH FY 11

WHEREAS, the existing five-year lease with the Bureau of Land Management (BLM) for office and shop space at the Public Works Fleet facility at Delta expired September 30, 2006; and

WHEREAS, the Bureau of Land Management desires to enter into a new lease agreement and now occupies the space; **NOW, THEREFORE, IT IS HEREBY**

ORDERED, that a new lease agreement with the Bureau of Land Management is approved for an annual rent payment of \$17,541.72 for federal FY 07 and \$20,943.72 per year for FY 08 through FY 11 and that the County Administrator is authorized to execute the agreement.

DATED this _____ day of _____, 2006.

Bill Dwyer, Chair
Lane County Board of Commissioners

APPROVED AS TO FORM

Date 11-20-06 Lane County

OFFICE OF LEGAL COUNSEL