

June 17, 2021

21-196

AMEND LEASE FOR CAPITOL PARK BUILDING FOR THE
PLANNING AND CAPITAL CONSTRUCTION OFFICE
WITH CRAIG & KRISTY NEUBO

PREPARED BY: John MacLean, Finance and Procurement Manager,
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FINANCIAL
RESPONSIBILITY: Linda Degman, Director, Planning and Capital Construction

APPROVED BY: Sylvia Kelley, Executive Vice President
Mark Mitsui, President

REPORT: With Resolution BA 09-075, the Board authorized a lease at the Capitol Park Building of approximately 5,000 sq. ft. to provide space for staff to operate the Bond Program. Contiguous space was not available on any PCC campus for the program. Since then, the space leased has increased to 7,100 sq ft to accommodate staff growth. It is necessary to extend the lease through June 30, 2023, through the end of the 2017 Bond. The initial authorization was for \$460,000. Previous resolutions included BA14-069 for \$160,000 to extend lease through June 30, 2016, resolution BA 16-118 for \$104,000 to extend the lease through June 30, 2017, resolution 17-091 for BA \$216,072 to extend the lease through June 30, 2019, and resolution BA 19-124 for \$470,000. An additional \$325,764 is required to extend the lease through the revised date.

This request plus the earlier authorizations totals \$1,735,836. Funding for the lease will come from the 2017 Bond funds.

RECOMMENDATION: That the Board of Directors authorize the extension of the lease of the Capitol Park Building through June 30, 2023. The cost for the extension is approximately \$325,764. Expenditures for the lease will be from the 2017 Bond funds.