

May 24, 2001

01-091

RATIFICATION OF NEW LEASE FOR THE SMALL
BUSINESS DEVELOPMENT CENTER AT THE LLOYD
CENTER

PREPARED BY: Roger Cardinal, Manager, Procurement & Risk Services

FINANCIAL
RESPONSIBILITY: Tom Lowles, Director, Small Business Development Center

APPROVED BY: Randy McEwen, Vice President, Administrative Services
Dan Moriarty, President

REPORT: Per Board Resolution #97-025, for many years the Small Business Development Center (SBDC) has been located in the Montgomery Park office building (Landlord, H. Naito Corporation). Recent significant rent increases (now over \$3,500/month), as well as the loss of their only classroom space, compelled the SBDC staff to seek a new facility for their operations. To provide more convenience for the majority of their clients a site in the Northeast was deemed to be preferable. It was determined that the best location for the SBDC was some not yet built-out space above the Lloyd Center Mall with 2,122 square feet of possible office and classroom space. The space will be built-out and paid for by the Landlord in the next few months, per the SBDC's specifications, and will be available for their occupancy as of July 1, 2001. The landlord for this space is the Glimcher Lloyd Venture Company, LLC.

This Lease will commence upon the date of possession By the SBDC, which should be on July 1, 2001, and continue through March 31, 2006. The lease cost will be \$3,095 per month, and the total amount of lease fees that will be paid over the complete term will be \$176,415, an amount requiring Board authorization.

RECOMMENDATION: That the Board of Directors authorize the Lease Agreement with Glimcher Lloyd Venture Company, LLC, for the SBDC to relocate to the Lloyd Center for a term through March 31, 2006, at a total cost of \$176,415. Lease expenditures will be paid from Grant Funds.