

Memorandum



Date: July 17, 2008

To: Honorable Chairman Bruno Barriero
And Members, Board of County Commissioners

From: Joe Rasco
Office of Intergovernmental Affairs

Supplement to
Agenda Item No. 11(A)10

Subject: Approving execution of a sublease agreement for office space located at the Hall of States building, 444 North Capitol Street, N.W. Suite 370, Washington D.C. with the State Services Organization, Inc.

Request:

It is being requested that the Board of County Commissioners approve the attached sub-lease agreement in order for the Office of Intergovernmental Affairs' Washington branch to establish permanent office space and accommodate staff, in order to continue to successfully advocate for and monitor federal legislation.

Fiscal Impact

The proposed lease agreement will have a monthly impact of \$4,337.75 per month or \$52,053.00 per year rental rate for 2008. The total annual increase for establishing the permanent office space is an additional \$ 31,245.62. The rental rate will increase by 2% each year until the term ends on January 31, 2014. The total impact for the remainder of the 2008 fiscal year will be \$13,013.25 (\$9,230.09 for months remaining in the 2008 fiscal yr., in addition to \$ 4,337.75 security deposit). The total impact for the 2009 fiscal year will be \$52,833.83.

Background

On June 6, 2006, the Board of County Commissioners by Resolution No. 747-06 approved the execution of a sub-sublease agreement for 452 square feet of office space located at the Hall of State Building, 444 North Capitol Street, N.W., Suite 452, Washington, D.C. with the National Adult Education Professional Consortium, Inc. (NAEPC), for a two year term. On January 22, 2008, the Board of County Commissioners by Resolution No. 88-08 approved the execution of a second sub-sublease agreement for this same space with NAEPC, commencing February 1, 2008 and ending on December 31, 2008, with two one-year renewal options. Recently, a larger space was made available for the first time, in the same building through a sublease agreement with the State Services Organization.

Justification

The Office of Intergovernmental Affairs' Washington office has out grown its current 452 square foot space. Therefore, the available 933 square feet of space (Includes 2 offices and conference room) will allow us to accommodate staff and will be better suited for holding meetings. The BCC had instructed OIA after the initial D.C. Pilot to establish for Miami-Dade County a permanent presence in Washington. The present arrangement was the only space available and it is space that is shared with an educational non-profit. The expansion now allows for the D.C. office to be adequately set up to meet the needs of the BCC and all of the departments that fully utilize OIA's services while in the Capitol. Approximately 95 state, local, and not-for profit organizations currently sublet space from the State Services Organization, which manages the Hall of States Building in Washington, D.C. The National Conference of State Legislatures, the National Governor's Association, and many other associated agencies that participate in the national legislative process on state and local issues are located in the Hall of States, which is located within blocks of the Capitol. Lease and subleases at the Hall of States Building are provided at rates only marginally the cost and well below market for Washington D.C. The County's Washington D.C. presence has been highly successful to date, and by approving this sublease, the Board can continue this effective presence through 2014.