



# MULTNOMAH COUNTY AGENDA PLACEMENT REQUEST

(Revised: Feb. 2017)

## Board Clerk Use Only

Meeting Date: 6/21/18  
Agenda Item #: R.1  
Est. Start Time: 9:40 a.m.  
Date Submitted: 6/8/18

**Agenda Title:** Approving a new office lease for Joint Office of Homeless Services.

**Requested Meeting** 06/21/2018 **Time Needed:** 10 min

**Department:** Non-departmental **Division:** Joint Office of Homeless Services

**Contact(s):** Nicole Koen, Leasing Specialist Sr; Scott Churchill, Manager, Facilities Strategic Planning, Real Estate and Capital Projects

**Phone:** 988-4128 **Ext.** **Email:** nicole.koen@multco.us

**Presenters:** Scott Churchill, Manager, Facilities Strategic Planning, Real Estate and Capital Projects; Marc Jolin, Director of JOHS

## General Information

### 1. What action are you requesting from the Board?

Adopt a Resolution Approving a new Lease for Joint Office of Homeless Services (JOHS) at 721 SW Oak St.

### 2. Please provide sufficient background information for the Board and the public to understand this issue. Please note which Program Offer(s) this action affects and how it impacts the results.

The JOHS lease at Five Oak Bldg (formerly Lincoln Bldg) expires 6/30/18. Rent to renew the existing lease at this location is cost-prohibitive at \$30/sf, there continues to be significant disruption due to on-going building improvements, and the group will quickly outgrow the existing space due to program requirements.

The base rent savings from the relocation will total approximately \$92,866 over the initial lease term with a gain of approximately 1,767 square feet of space.

Landlord will complete construction with a TI allowance of approximately \$10/sf, or \$62,320.

### 3. Explain the fiscal impact (current year and ongoing).

The first year lease costs (FY19) for base rent will be \$124,536.13. The base rent cost of the 5-year lease term will be \$715,480.31. JOHS will pay for its share of tenant improvements above the allowance, in an amount estimated not to exceed \$50,000.

**4. Explain any legal and/or policy issues involved.**

None.

**5. Explain any citizen and/or other government participation that has or will take place.**

Mutual benefit of cooperation between County and Joint Office of Homeless Services.  
Mutual goals to serving a diverse homeless population throughout the County. Expansion will allow for increased participation.

**Elected  
Official or  
Department**

**Director:** /s/ Sherry Swackhamer

**Date:** 6/8/18

**Required Signature**

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