



CITY OF PLANO COUNCIL AGENDA ITEM

CITY SECRETARY'S USE ONLY					
<input type="checkbox"/> Consent <input type="checkbox"/> Regular <input type="checkbox"/> Statutory					
Council Meeting Date:		10/26/2015			
Department:		Police			
Department Head		Gregory W. Rushin			
Agenda Coordinator (include phone #): Kellie Boyer x7248					
CAPTION					
To approve an expenditure for the lease of office space in the amount of \$79,569 from The Shops at Legacy (RPAI) L.P. for the Neighborhood Police Officer (NPO) Unit for a five (5) year term, and authorizing the City Manager to execute all necessary documents.					
FINANCIAL SUMMARY					
<input type="checkbox"/> NOT APPLICABLE <input checked="" type="checkbox"/> OPERATING EXPENSE <input type="checkbox"/> REVENUE <input type="checkbox"/> CIP					
FISCAL YEAR:	FY 2015-16 thru FY 2020-21	Prior Year (CIP Only)	Current Year	Future Years	TOTALS
Budget		0	13,200	66,369	79,569
Encumbered/Expended Amount		0	0	0	0
This Item		0	-13,200	-66,369	-79,569
BALANCE		0	0	0	0
FUND(s): GENERAL					
<p>COMMENTS: Expenditures will be made in the Police Department based on need within the approved budget appropriations for each year of the contract. The estimated amount to be spent for the remainder of FY 2015-16 is \$13,200 and will be covered by available funds in other accounts within the Police Budget. The estimated future amount is \$66,369 which will be made within approved budget appropriations, broken out as follows: \$15,060 in FY 2016-17, \$15,813 in FY 2017-18, \$16,603 in FY 2018-19, \$17,434 in FY 2019-20, and \$1,459 in FY 2020-21.</p> <p>STRATEGIC PLAN GOAL: This Neighborhood Police Office lease agreement relates to the City's Goals of Financially Strong City with Service Excellence and Safe Large City.</p>					
SUMMARY OF ITEM					
See Recommendation Memo					
List of Supporting Documents: Recommendation Memo			Other Departments, Boards, Commissions or Agencies		



Memorandum

Date: October 14, 2015
To: Diane Palmer-Boeck, Chief Purchasing Officer
From: Gregory W. Rushin, Chief of Police *grushin*
Subject: Bid No. 2016-0023-C - Amended and Restated Lease for Neighborhood Police Office, The Shops at Legacy

It is recommended that the lease agreement by and between the City of Plano and The Shops at Legacy through its managing agent RPAI Southwest Management LLC be amended and restated for Space No. 39 with an address of 7200 Bishop Road, Plano, Texas 75024. This is an amendment and restatement of an office lease dated June 9, 2008.

This site is currently the Police Department's location for the Neighborhood Police Office which provides police services for residents and businesses in the Shops at Legacy area and the Police Department recommends retaining this site.

The term of this agreement will begin on November 1, 2015 and ends on October 31, 2020, unless sooner terminated pursuant to the terms of the Lease. The rental periods are as follow as well as the basic annual and monthly rent:

November 1, 2015 – October 31, 2016	\$14,400.00 Annual	\$1,200.00 Monthly
November 1, 2016 – October 31, 2017	\$15,120.00 Annual	\$1,260.00 Monthly
November 1, 2017 – October 31, 2018	\$15,876.00 Annual	\$1,323.00 Monthly
November 1, 2018 – October 31, 2019	\$16,669.80 Annual	\$1,389.15 Monthly
November 1, 2019 – October 31, 2020	\$17,503.32 Annual	\$1,458.61 Monthly

The rental rates listed above are based on RPAI's cost involved for the break-even operation of this space and as such are well below the normal lease rate per square foot of premises rented for this area. If this amended and restated lease is not approved it will be necessary for the Police Department to relocate. Relocating may cause the Department to incur expenses for moving to and outfitting another location as well as a more expensive lease rate than that offered by RPAI. Also, the only nearby existing police facility, the Police Assembly facility at 5600 Democracy is unable to accommodate any additional police personnel without extensive remodeling. Locating outside The Shops at Legacy geographic area will impede the delivery of police services in this very popular and densely populated area of the City.

Funding for the remainder of Fiscal Year 2015/16 rent of \$13,200.00 is provided in 532.6201 and 532.6208.