

A RESOLUTION BY
Public Safety and Legal Administration Committee

A RESOLUTION AUTHORIZING THE MAYOR TO ENTER INTO A RENEWAL LEASE AGREEMENT WITH ASI PROPERTIES, INC., FOR THE RENTAL OF 5026 SQUARE FEET OF OFFICE SPACE LOCATED AT 3120 MAPLE DRIVE, ATLANTA, GEORGIA, FOR THE DEPARTMENT OF POLICE ZONE TWO PRECINCT, FROM THE PERIOD OF FEBRUARY 1, 2008, UNTIL JANUARY 31, 2009, AT A RENTAL RATE OF \$88,206.30 PER YEAR TO BE CHARGED TO AND PAID FROM FUND ACCOUNT AND CENTER NUMBER 1A01 (GENERAL FUND) 525001 (RENTALS/LEASES) X42201 (NON CAPITAL-ZONE 2); AND FOR OTHER PURPOSES.

WHEREAS, the Department of Police currently occupies 5026 square feet of office space at 3120 Maple Drive pursuant to a lease agreement between ASI Properties, Inc., and the City of Atlanta; and

WHEREAS, the Lease Agreement between ASI Properties, Inc., and the City of Atlanta provides for an additional renewal term from February 1, 2008, until January 31, 2009, at a rental rate of \$88,206.30 per year; and

WHEREAS, the Department of Police desires to continue occupying 3120 Maple Drive for use as the Police Zone Two Precinct.

NOW, THEREFORE BE IT RESOLVED BY THE COUNCIL OF THE CITY OF ATLANTA, GEORGIA, that the Mayor be and is hereby authorized to enter into the additional renewal term of the lease agreement with ASI Properties, Inc. for the lease of 5026 square feet of office space located at 3120 Maple Drive, Atlanta, Georgia, for the Department of Police Zone Two Precinct, from February 1, 2008, until January 31, 2009, at a rental rate of \$88,206.30 per year to be charged to and paid from fund account and center number 1A01 (general fund) 525001 (rentals/leases) X42201 (non capital-zone 2).

BE IT FURTHER RESOLVED, that the City Attorney be and is hereby directed to review the lease agreement prior to execution by the Mayor.

BE IT FINALLY RESOLVED, that the agreement shall not be binding upon the City and the City will incur no obligation or liability under it until it has been approved by the City Attorney as to form, executed by the Mayor, and attested to by the Municipal Clerk.

**LEGISLATIVE COUNSEL
REQUEST FOR LEGISLATION**

For Legislative Counsel Use Only	
_____ 08/02 _____ Date Received	_____ X Complete _____ Incomplete (Date returned: _____)
_____ Date of Department Consultation	09/05 _____ Date of Finance Department Consultation
Commissioner Notified: <input checked="" type="checkbox"/> Yes _____ No If No, Why? _____	
Legislation Required <input checked="" type="checkbox"/> Yes _____ No	Legislation Type <input checked="" type="checkbox"/> Resolution _____ Ordinance
Amends the Code _____ Yes <input checked="" type="checkbox"/> No	Blueback Prepared _____ X Yes _____ No
Commissioner Signature _____	
Council Members Only: Authority to speak to Subject Matter Attorney _____ Yes _____ No Authority to speak to Department _____ Yes _____ No	

Date Submitted: 08/02/07

Department Submitting Request: POLICE

Person Submitting Request: DISTEPHANO Extension: 817-6921

Bureau/Division Manager: DEPUTY CHIEF G.N. TURNER
Extension: 853-7290

Requesting preliminary meeting with Legislative Counsel attorney? Yes No

Subject Matter of the Meeting N/A

Cycle Number/Requested Full Council Date (not earlier than 4 weeks from date of submission):
#17/OCT 15, 2007

If this must be submitted to Council in fewer than 4 weeks explain why. Please identify consequences if legislation is not submitted for requested cycle. Also, if applicable, please state why the Legislative Request Form was submitted after the Cycle deadline. All non-conforming requests must have Commissioner approval.

**LEGISLATIVE COUNSEL
REQUEST FOR LEGISLATION**

Part I: Legislative Request Form:

Instructions: Please answer all questions fully before submitting. Attach additional pages if necessary. All requests for legislation must have approval of a manager prior to submission. All incomplete requests will be returned. Send request via electronic mail to Legislative Counsel. No hard copies will be accepted. Please refer to attached deadlines for the relevant Chief of Staff submission guidelines.

1. Legislation Name/Project Name: RENEWAL LEASE AGREEMENT; POLICE ZONE 2 PRECINCT

2. What is the purpose of this legislation? (check one)

- Accept a grant or donation
- Amend budget
- Amend Code of Ordinances
- Amend Contract
- Anticipate funds
- Appropriate funds
- Apply for a grant or donation
- Authorize/renew Contract
- Fines/penalties
- Human Resources related
- Make a purchase
- New project
- Procuring goods
- Procuring services
- Other, please explain

Please describe in detail the purpose of your legislation?

RENEWAL LEASE AGREEMENT FOR THE RENTAL OF THE POLICE ZONE 2 PRECINCT

If this legislation is to award/amend/renew a contract, please provide the following:

Expiration date of contract: JAN 31, 2009

Contract Term (months/yr): 1 year.

3. Please describe why legislation is required rather than administrative action by the Department (please cite any relevant code sections or internal policies).

Council authorization is required to enter into the contract agreement.

4. If there is an existing process, will this legislation impact that process? How?

WILL ENSURE CONTINUED OCCUPATION OF THE ZONE 2 PRECINCT.

**LEGISLATIVE COUNSEL
REQUEST FOR LEGISLATION**

5. Please explain and estimate any financial impact on the City or your Department.

Will the City need to appropriate or transfer funds to accomplish this purpose?

YES; \$88,206.30/year.

Has this purpose already been set forth in the budget?

YES.

Will there be a fee or charge assessed by the City?

o If so, how much? NO.

o How was the fee or charge determined? N/A

What FAC #'s are needed for this legislation? Also, please provide the associated amounts.

1A01 525001 X42201; \$88,206.30/YEAR.

Is a grant required for this legislation? Yes No

If so, is a matching grant required? Yes No

Will there be an increase or decrease in personnel? No.

o Has HR been made aware of the need for personnel changes? Yes No
If so, who is the contact person? N/A at extension

o Will positions be created or abolished? No.

Will additional resources be required to achieve this purpose? NO.

o If yes, what are those resources?

o Has the Department estimated the cost of those resources?

Will revenue be generated for the City?

NO.

6. If there has been previous or similar legislation, please describe and cite the relevant legislation (e.g., 04-R-0001). 06-R-2028

7. Is this a computer/technology purchase? Yes No

If so, please forward ISR (Information System Hardware/Software Request) along with a copy of this Legislative Request Form via inter-office mail to: Legislative Counsel, Suite 4100, Law Department.

Please forward any additional pertinent or supporting documents (e.g. contracts, exhibits, requisitions, copies of any old ordinances/resolutions pertaining to this issue, etc.) along with a copy of this Legislative Request Form and legislative white paper via email to legislative_counsel or via inter-office mail to: Legislative Counsel, Suite 4100, Law Department.

Part II: Legislative White Paper: (This portion of the Legislative Request Form will be shared with City Council members and staff)

A. To be completed by Legislative Counsel:

Committee of Purview: PUBLIC SAFETY AND LEGAL ADMINISTRATION

Caption: A RESOLUTION AUTHORIZING THE MAYOR TO ENTER INTO A RENEWAL LEASE AGREEMENT FOR THE RENTAL OF THE POLICE ZONE 2 PRECINCT.

Council Meeting Date: OCTOBER 15, 2007

Requesting Dept.: POLICE

B. To be completed by the department :

1. Please provide a summary of the purpose of this legislation (Justification Statement).

Example: The purpose of this legislation is to anticipate funds from a local assistance grant to purchase child safety seats.

AUTHORIZE THE MAYOR TO RENEW A LEASE AGREEMENT FOR THE RENTAL OF THE POLICE ZONE 2 PRECINCT.

2. Please provide background information regarding this legislation.

Example: The task force of homelessness conducted a study regarding homelessness, its impact and consequences on the City. This resolution reflects the Mayor's desire to open a twenty-four hour center that will respond to the needs of the homelessness in Atlanta.

THE DEPARTMENT WISHES TO CONTINUE TO OCCUPY THE POLICE ZONE 2 PRECINCT.

3. If Applicable/Known:

- (a) **Contract Type (e.g. Professional Services, Construction Agreement, etc):** LEASE RENEWAL
- (b) **Source Selection:** N/A
- (c) **Bids/Proposals Due:** N/A
- (d) **Invitations Issued:** N/A
- (e) **Number of Bids:** N/A
- (f) **Proposals Received:** N/A
- (g) **Bidders/Proponents:** N/A

(h) Term of Contract: 1 YEAR

4. Fund Account Center: 1A01 525001 X42201

5. Source of Funds: *Example: Local Assistance Grant* \$88,206.30/YEAR; GENERAL FUND

6. Fiscal Impact: \$88,206.30/YEAR

Example: This legislation will result in a reduction in the amount of __\$88,206.30____ to Fund Account Center Number _1A01 525001 X42201_____.

7. Method of Cost Recovery: N/A

Examples:

- a. *Revenues generated from the permits required under this legislation will be used to fund the personnel needed to carry out the permitting process.*
- b. *Money obtained from a local assistance grant will be used to cover the costs of this Summer Food Program.*

This Legislative Request Form Was Prepared By: TONY DISTEPHANO

TRANSMITTAL FORM FOR LEGISLATION

TO: MAYOR'S OFFICE

ATTN: GREG PRIDGEON

Dept.'s Legislative Liaison: Mr. T. DiStephano

Contact Number: 817-6921

Originating Department: Police

Committee(s) of Purview: Public Safety & Legal Administration

Chief of Staff Deadline: September 24, 2007

Anticipated Committee Meeting Date(s): October 9-10, 2007

Anticipated Full Council Date: October 15, 2007

Legislative Counsel's Signature: Legislation approved by M. Key.

Commissioner Signature: 

Chief Procurement Officer Signature: _____

CAPTION

A RESOLUTION AUTHORIZING THE MAYOR TO ENTER INTO A RENEWAL LEASE AGREEMENT WITH ASI PROPERTIES, INC., FOR THE RENTAL OF 5026 SQUARE FEET OF OFFICE SPACE LOCATED AT 3120 MAPLE DRIVE, ATLANTA, GEORGIA, FOR THE DEPARTMENT OF POLICE ZONE TWO PRECINCT, FROM THE PERIOD OF FEBRUARY 1, 2008, UNTIL JANUARY 31, 2009, AT A RENTAL RATE OF \$88,206.30 PER YEAR TO BE CHARGED TO AND PAID FROM FUND ACCOUNT AND CENTER NUMBER 1A01 (GENERAL FUND) 525001 (RENTALS/LEASES) X42201 (NON CAPITAL-ZONE 2); AND FOR OTHER PURPOSES.
FINANCIAL IMPACT (if any)

\$88,206.30/YEAR

Mayor's Staff Only

Received by CPO: _____ Received by LC from CPO: _____
(date) (date)

Received by Mayor's Office: 9.17.07  Reviewed by: 
(date) (date)

Submitted to Council: _____
(date)