

Deputy Superintendent of Schools
Henry C. Fraind

**SUBJECT: AUTHORIZATION TO ENTER INTO A LEASE AGREEMENT WITH
RONALD J. DORRIS FOR SPACE FOR THE MIGRANT PROGRAMS
OFFICE**

Since June 1994, the Board has leased 1,930 square feet of space, located at 311 N.E. 8 Street, Homestead, for the Migrant Programs Office, from Ronald J. Dorris. The current lease agreement expires May 31, 1999. The user has indicated a continuing need for Migrant Programs Office space in order to support ongoing programs and services. In accordance with Division leasing procedures, when the duration of new leases is expected to exceed three years or upon the completion of the original term of the existing lease, the Division shall perform an analysis to determine lease costs versus the costs associated with lease-purchase or purchasing a similar facility. Based on the information provided by the user, District staff performed the cost analysis and the results indicate that leasing remains the District's most cost-effective option.

Pursuant to negotiating procedures, a Management Team meeting was held on March 9, 1999, for direction on negotiating strategies and parameters. Based on this direction, terms and conditions of the proposed lease agreement are as follows:

- a one year term from June 1, 1999 to May 31, 2000, with two one-year renewal option periods, at the Board's option;
- the annual lease rate shall be \$19,889.22 (an increase of 1.7% over the current amount);
- the lease rate shall be adjusted annually based on the Consumer Price Index (CPI) or 4%, whichever is less, but in no event shall be less than 3%;
- the District shall have the right to cancel the lease at any time by giving the landlord 180 days prior written notice;
- the authority to cancel the lease shall be delegated to the Superintendent; and
- the landlord shall only have the right to cancel the lease in the event of destruction of the premises or District default.

The proposed agreement has been reviewed by the School Board Attorney's Office and by the Office of Risk and Benefits Management. The Director of the Migrant Programs Office and the Deputy Superintendent of School Operations recommend approval of this lease agreement.

A copy of the proposed agreement will be placed on file in the Citizen Information Center and the Recording Secretary's Office.

RECOMMENDED:

That The School Board of Miami-Dade County, Florida, authorize the Superintendent or his designee to execute a lease agreement with Ronald J. Dorris, for the Migrant Programs Office at an annual rental amount of \$19,889.22, and under the terms and conditions set forth above.

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