

Facilities Operations, Maintenance and Planning  
Ana Rijo-Conde, Interim Assistant Superintendent

**SUBJECT:            AUTHORIZATION TO EXECUTE A LEASE AMENDMENT WITH  
                         BISCAYNE MANAGEMENT CORPORATION FOR OFFICE  
                         SPACE LOCATED AT 1444 BISCAYNE BOULEVARD FOR THE  
                         OFFICE OF INSPECTOR GENERAL**

**COMMITTEE:        FACILITIES MANAGEMENT**

At its January 15, 2003 meeting, the School Board (Board) approved the execution of a lease agreement with Biscayne Management Corporation (Biscayne Management) for use of 1,770 square feet of office space at the 1444 Biscayne Boulevard Building for the Office of Inspector General. Subsequent to Board action, Biscayne Management advised the District that due to possible future plans to convert the facility into a retail center, it will require a 90-day cancellation notice instead of the 120-day notice approved by the Board. However, in order not to delay the commencement of the lease term, Biscayne Management agreed to execute the lease agreement, as approved by the Board, with the parties to subsequently amend the agreement to provide for a 90-day notice of cancellation.

Based upon the foregoing, it is recommended that the Board enter into a lease amendment with Biscayne Management in order to modify the cancellation provision of the agreement to allow either party to cancel at any time by giving the other party 90 days advance written notice. All other terms and conditions of the lease agreement will remain unchanged.

The proposed lease amendment will be reviewed by the School Board Attorney's Office prior to its execution.

**RECOMMENDED:**

That The School Board of Miami-Dade County, Florida, authorize the Superintendent or his designee to execute a lease amendment with Biscayne Management Corporation, for use of 1,770 square feet of the office space at the 1444 Biscayne Boulevard Building, to modify the cancellation provision of the agreement to allow either party to cancel at any time by giving the other party 90 days advance written notice. All other terms and conditions of the lease agreement will remain unchanged.

MMC:rr