

PENDING APPROVAL

OKLAHOMA COUNTY
PUBLIC BUILDING AUTHORITY

AGENDA ITEM REQUEST SHEET

FOR THE 1-27-10 February 1, 2010 AGENDA



DEPARTMENT: Facilities Management REQUESTED BY: Mark Stephens

REQUISITION NO.: _____ REQUISITION SHEET ATTACHED: _____ YES _____ X _____ N/A

NAME OF FUNDS: _____

FUND NUMBERS: _____ / _____ / _____

DOES THE AGENDA ITEM CONTAIN PRIVACY-PROTECTED OR SECURITY INFORMATION? _____ YES _____ NO

AGENDA ITEMS CONTAINING PRIVACY-PROTECTED OR SECURITY INFORMATION WILL NOT BE HYPERLINKED TO THE AGENDA.

NUMBER OF ORIGINAL DOCUMENTS TO BE RETURNED TO YOUR DEPARTMENT: Two

AGENDA ITEM READS AS FOLLOWS: For discussion and possible action for request by Department of Corrections to reduce their rent in the Investors Capital building, by 5% for the balance of 2010 fiscal year and 2011 fiscal year. Their current reduced rent is \$8 a square foot and the current tenant rate is \$10 a square foot.

APPROVED BY DA
(If Applicable)

APPROVED BY ENGINEER
(If Applicable)

APPROVED BY PURCHASING
(If Applicable)

ASSISTANT DISTRICT ATTORNEY

COUNTY ENGINEER

PURCHASING AGENT

Please initial that document has been reviewed for privacy-protected or security information

DISTRICT ATTORNEY: _____ YES _____ N/A

COUNTY CLERK: _____ YES _____ N/A

Indicate any privacy-protected information that exists _____

(NOTE: THE CHAIRMAN/CHIEF DEPUTY MUST APPROVE ALL EMERGENCY REQUESTS FOR ANY ITEM SUBMITTED AFTER THE DEADLINE)

DATE OF REQUEST: _____ APPROVED BY: _____

CHAIRMAN

PENDING APPROVAL

JUSTIN JONES
DIRECTOR

BRAD HENRY
GOVERNOR



OKLAHOMA DEPARTMENT OF CORRECTIONS CENTRAL DISTRICT COMMUNITY CORRECTIONS ADMINISTRATION

January 13, 2010

Board of County Commissioners
Oklahoma County
320 Robert S Kerr Ave
Oklahoma City, OK 73102

Dear Sirs:

The Oklahoma Department of Corrections Central District Community Corrections currently leases space in the building located at 217 N Harvey Ste 301.

You are probably aware, due to state revenue shortfalls, all state agencies have been required to cut their budgets for this fiscal year by 5%. This action has resulted in a reduction to the Oklahoma Department of Corrections budget in the amount of 22.6 million dollars. The budget situation is not expected to improve in the next fiscal year.

In light of this situation, we are requesting consideration of a 5% reduction in the lease payments for the balance of fiscal year 2010, and we are requesting that the payment remain unchanged through fiscal year 2011. We are currently paying \$1,114.67 per month. A 5% reduction would result in a monthly payment of \$1,058.90. If you are agreeable, we would like to amend the lease agreement to begin the reduced payment amount effective February 1, 2010 and continue paying this reduced amount until June 30, 2011.

If you have questions, I would be glad to meet with you regarding this issue. I would appreciate a written response to our request by the close of business on January 22, 2010.

Thank you very much for your consideration.

Sincerely,


Karen White
District Supervisor

KLW/bkh