

**Ordinance No. 188792**

\* Authorize a five-year lease extension with Columbia Square, LLC for office space at Columbia Square 111 SW Columbia St through May 31, 2023 at an average annual estimated cost of \$798,000 for Revenue Division. (Ordinance)

The City of Portland ordains:

Section 1. The Council finds:

1. The City currently leases approximately 25,573 square feet from Columbia Square LLC at 111 SW Columbia Street for the Revenue Division ("Division"). The lease is scheduled to expire on May 31, 2018 and the Division wishes to extend for a five-year term, through May 31, 2023.
2. The current annual lease cost is approximately \$720,000. Beginning June 2018, the average annual lease cost for the five-year term is estimated at \$798,000. The lease extension includes needed tenant improvements provided by the landlord, in the form of a tenant improvement allowance. The funding for the rent expense will be paid out of the Division's operating budget which consists of a mixture of General Fund Discretionary and miscellaneous revenues such as licenses, permits and fees. No new General Fund dollars are being requested for this proposed legislation.
3. Pursuant to Resolution #37017 "Reaffirming the City's Interest to Maximize Investment in City-Owned Facilities and Directing the Office of Management and Finance to Fully Implement ADM 13.01", the Bureau of Internal Business Services (BIBS) is working with bureaus to fully implement ADM 13.01 and ART 3.01 by bringing City operations back into City-owned facilities when possible.
4. BIBS and the Division have assessed the Division's space needs against availability of space in existing City-owned facilities, now and over the next five years. There are no viable options within City-owned facilities to provide sufficient space to accommodate the needs of the Division.
5. It is not feasible to relocate the Division's operations to City spaces as of May 31, 2018.

NOW, THEREFORE, the Council directs:

- a. The Chief Administrative Office or his designee are authorized to execute a 5-year lease amendment substantially the same as Exhibit A to this ordinance.

Section 2. The Council declares that an emergency exists in order that this lease agreement may occur without delay; therefore, this ordinance shall be in full force and effect from and after its passage by the Council.

Passed by the Council:

JAN 31 2018

Mayor Ted Wheeler

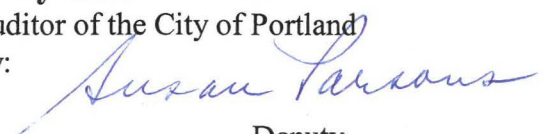
Prepared by: Pauline Goble

Date Prepared: December 15, 2017

**Mary Hull-Caballero**

Auditor of the City of Portland

By:



Deputy

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Agenda No. **188792**  
**ORDINANCE NO.**  
 Title

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<p><b>INTRODUCED BY</b> Commissioner/Auditor: <b>Mayor Wheeler</b></p>	<p>CLERK USE: DATE FILED <u>JAN 23 2018</u></p>
<p><b>COMMISSIONER APPROVAL</b></p> <p>Mayor—Finance &amp; Administration - Wheeler <i>ve</i></p> <p>Position 1/Utilities - Fritz</p> <p>Position 2/Works - Fish</p> <p>Position 3/Affairs - Saltzman</p> <p>Position 4/Safety - Eudaly</p>	<p style="text-align: right;">Mary Hull Caballero Auditor of the City of Portland</p> <p>By: <i>[Signature]</i> Deputy</p>
<p><b>BUREAU APPROVAL</b></p> <p>Bureau: OMF CAO: Tom Rinehart <i>[Signature]</i>          Bureau Head: BIBS: Bryant Enge <i>[Signature]</i></p>	<p><b>ACTION TAKEN:</b></p>
<p>Prepared by: Pauline Goble          Date Prepared: December 15, 2017</p>	
<p>Impact Statement          Completed <input checked="" type="checkbox"/> Amends Budget <input type="checkbox"/></p>	
<p>Portland Policy Document          If "Yes" requires City Policy paragraph stated in document.          Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p>	
<p><b>City Auditor Office Approval:</b> required for Code Ordinances</p>	
<p><b>City Attorney Approval:</b> required for contract, code, easement, franchise, comp plan, charter <i>[Signature]</i></p>	
<p>Council Meeting Date <b>Jan 31, 2018</b></p>	

<p style="text-align: center;"><b>AGENDA</b></p> <p><b>TIME CERTAIN</b> <input type="checkbox"/>          Start time: _____</p> <p><b>Total amount of time needed:</b> _____          (for presentation, testimony and discussion)</p> <p><b>CONSENT</b> <input checked="" type="checkbox"/></p> <p><b>REGULAR</b> <input type="checkbox"/>  <b>Total amount of time needed:</b> _____          (for presentation, testimony and discussion)</p>	<p style="text-align: center;">FOUR-FIFTHS AGENDA</p>	<p style="text-align: center;">COMMISSIONERS VOTED AS FOLLOWS:</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th></th> <th>YEAS</th> <th>NAYS</th> </tr> </thead> <tbody> <tr> <td>1. Fritz</td> <td style="text-align: center;"><i>✓</i></td> <td></td> </tr> <tr> <td>2. Fish</td> <td style="text-align: center;"><i>✓</i></td> <td></td> </tr> <tr> <td>3. Saltzman</td> <td style="text-align: center;"><i>✓</i></td> <td></td> </tr> <tr> <td>4. Eudaly</td> <td style="text-align: center;"><i>✓</i></td> <td></td> </tr> <tr> <td>Wheeler</td> <td style="text-align: center;"><i>✓</i></td> <td></td> </tr> </tbody> </table>		YEAS	NAYS	1. Fritz	<i>✓</i>		2. Fish	<i>✓</i>		3. Saltzman	<i>✓</i>		4. Eudaly	<i>✓</i>		Wheeler	<i>✓</i>	
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