

PIMA COUNTY
FACILITIES MANAGEMENT
MEMORANDUM

DATE: December 16, 2014

TO: C.H. Huckleberry

FROM: Michael L. Kirk, Director



SUBJECT: Short-term lease of 33 N. Stone, Suite 1800-A, Tucson
by QUIK PRINT, 33 N. Stone, Suite 145, Tucson. CTN-CMS-141917.

APPROVING AUTHORITY: Board of Supervisors

REQUESTED HEARING DATE: January 6, 2015

Attached for your review and approval prior to submission to the Board of Supervisors for their final approval and signature, please find an executory copy of Lease Amendment No. 7 authorizing a long-term Bank of America building tenant, Quik Print, to temporarily occupy Suite 1800-A in addition to their primary premises of Suite 145. A site plan showing Suite 1800-A and a copy of Quik Print's current certificate of insurance are attached as exhibits to the amendment.

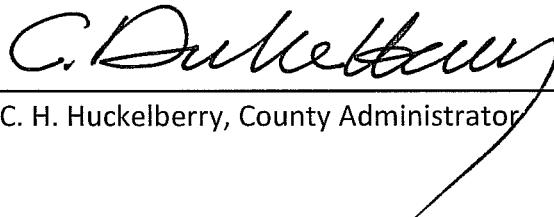
- Approval of this amendment is requested because Quik Print, which has occupied Suite 145 since 1986 and has been an exemplary tenant, has a current short-term need to lease approximately 220 square feet of secured access space in the building in order to meet requirements of their new contract with Raytheon to digitize approximately 200 boxes of Raytheon's U.S. Department of Defense documents. Suite 1800-A suits Quik Print's requirements due to its size and the fact that its sole entry door can be uniquely keyed to provide a secure worksite (PCFM will have a key for use in the event of emergencies).
- The initial term of this amendment is five (5) months, from February 1, 2015 through June 30, 2015. The amendment includes one (1) option to renew for five (5) additional months, to November 30, 2015, at the same Base Rent. The option must be exercised, if at all, by June 30, 2015, and is subject to County approval which may not be unreasonably withheld.
- Base Rent revenue for Suite 1800-A will be \$377.12 per month, which is the same \$20.57/square foot/year Base Rent that Quik Print currently pays for Suite 145. The initial five (5) month term will generate Base Rent revenue for Pima County in the amount of \$1,885.60. If the renewal option is exercised and approved, the County will receive an

additional \$1,885.60 in Base Rent revenue. In that event, total Base Rent revenue received will be \$3,771.20 for the ten (10) month term.

- Either party may terminate the lease of Suite 1800-A, for any reason and with or without cause, by giving a thirty (30) day written notice to the other party.
- This amendment does not change the terms of the current lease for Quik Print's primary space at 33 N. Stone, # 145. That lease expires on February 28, 2019.
- This amendment will result in no expense to Pima County other than less than \$100 for rekeying the door. Electrical service to Suite 1800-A needs to be increased in order to power the equipment Quik Print will be using, but all electrical work will be performed by PCFM electricians and paid for by Quik Print. Utility costs are not expected to increase as a result of this use of Suite 1800-A because the equipment to be used in that suite has been in use in Suite 145 for several years. If electricity costs do increase, Quik Print is obligated to pay those costs pursuant to its original lease. Maintenance costs will not increase because custodial services will not be provided.

Thank you for your consideration of this matter and please do not hesitate to contact Michael Kirk or me if you have any questions or desire further information.

APPROVED:



C. H. Huckelberry

C. H. Huckelberry, County Administrator

DATE:

12/17/14

Encls. (2): Proposed Quik Print Lease Amendment 7
Floor plan 33 N. Stone Ave., Suite 1800