



Agenda Action Form Overview

The Board is requested to authorize the continuation of a Lease Agreement between Durham County and Coastal Horizons Center, Inc. for five office spaces totaling 625 square feet within the Criminal Justice Resource Center (CJRC) located at 326 E Main Street. The spaces are not needed by CJRC for the term of the lease.

Background/Justification

Coastal Horizons Center, Inc. is the authorized provider for Durham’s Treatment Accountability for Safer Communities (TASC) Program. The mission of North Carolina TASC program is to provide care management services to drug-involved and mentally ill offenders. TASC works closely with the Criminal Justice Resource Center pursuant to a Memorandum of Understanding and has had staff located at CJRC since the creation of the department. Co-locating TASC with CJRC greatly enhances the communication and coordination of services for the clients served.

The recent CJRC building renovations provided for additional office and meeting spaces specifically so that beneficial service providers such as the TASC program could co-locate in the building to improve client services. TASC currently occupies six offices on two separate floors at CJRC, and the attached new lease reduces that to five offices all on one floor. The leased spaces will not be needed by CJRC for the term of the lease.

The lease term is from September 1, 2018 through August 31, 2019, with the option to renew for four additional one-year periods.

Policy Impact

The co-location of the TASC Program within the Criminal Justice Resource Center enhances the efficient provision of services to the target population assisted by both programs, and help to achieve the goals and objectives of Goal 3: Safe Community.

Procurement Background

Pursuant to NC General Statute §160A-272, notice of the County’s intent to lease the space has been duly published in the newspaper.

Fiscal Impact

There is no fiscal impact. Revenue is included in the FY18-19 adopted budget.

The lease rate for the five spaces is \$9,375 per year, or \$781.25 per month. Additionally, the new lease includes additional charges of \$522.67 per month (a total of \$6,272 per year) to offset the expense of providing administrative support and security services on behalf of the staff and clientele of the TASC program for a total monthly lease charge of \$1,303.92.

Recommendation

The Manager recommends that the Board approve the proposed Lease Agreement with Coastal Horizons Center Inc. and authorize the Manager to execute the lease.