

**Durham County Lease Summary
326 East Main – CJRC
Coastal Horizons Center, Inc.**

PROPERTY OVERVIEW

The Durham County Criminal Justice Resource Center is housed in a 40,623 square foot, 3 story building located at 326 E Main Street. This building was purchased by the County in 1989. The building was renovated in 2010 including space sufficient for co-locating service providers to improve client coordination of services.

Coastal Horizons Center, Inc. (CHC) is the authorized provider for Durham’s TASC (Treatment Accountability for Safer Communities) Program. The mission of North Carolina TASC program is to provide care management services to drug-involved and mentally ill offenders. The TASC program 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.

The space leased to CHC includes:

- 5 offices totaling 625 sq. ft. square feet that is exclusively for CHC’s use.
- The offices included in the 2018 lease are: 217, 218, 219, 220, and 221.
- No parking spaces are included in the lease.

LEASE TERMS / RENT

Historical Lease Spaces and Rates:

Recent Lease Years	Lease Rate	Monthly	Square footage	Leased spaces
2013-2017	\$11.00 / sq ft f	\$660	720	217, 218, 219, 220, 221, 337
Proposed for 2018	\$15.00 / sq ft (Plus equivalent of additional \$10.00 sq ft admin charge)	\$781.25 plus \$522.67 addl. Charge for Admin and Security	625	217, 218, 219, 220, 221

The proposed lease for September 1, 2018 – August 31, 2019 provides for 4 one-year renewals with a 3% annual increase. The holdover rate is 150% of base rent.

The 2018 lease includes an administrative charge of \$522.67 per month to cover some of the expenses of security and reception services for a total monthly charge of \$1,303.92. This additional charge reflects 50% of the actual estimated impact of providing the additional level of administrative support and security services to the TASC Program staff and participants. CJRC has agreed to seek this level of

reimbursement to reflect the importance of the continued working relationship with CHC, and the benefit of efficiently serving their shared clientele in the same building.

Both the lease rate and the administrative charge will increase by 3% for each successive lease year.

The lease does not allow the tenant to assign or sublet the property.

COUNTY (LANDLORD) RESPONSIBILITIES:

The County will provide utilities, including water, heating and air conditioning, pest control, and janitorial services.

The County will maintain the existing security systems.

The County will provide regular maintenance, including light bulb replacement.

CHC (TENANT) RESPONSIBILITIES:

CHC is responsible for telecommunications and data to serve their leased space.

CHC is responsible for any repairs that are necessary based on their employees, agents or invitees.

CHC is responsible for maintaining the space in the condition it was received.

CHC will maintain insurance coverage at a minimum of \$1,000,000 for bodily injury, \$100,000 property damage liability, and \$1,000,000 combined single limit bodily injury and property damage.

CHC will not make any alterations, changes or improvements without the permission of the County.