

# LEGISLATIVE FACT SHEET

DATE: 08/01/23

BT or RC No: \_\_\_\_\_  
(Administration & City Council Bills)

SPONSOR: Public Works Real Estate, in Councilmember Peluso's District 7  
(Department/Division/Agency/Council Member)

Contact for all inquiries and presentation: Renee Hunter

Provide Name: Renee Hunter, Chief, Real Estate Division

Contact Number: (904) 255-8234

Email Address: [ReneeH@coj.net](mailto:ReneeH@coj.net)

PURPOSE: White Paper (Explain Why this legislation is necessary? Provide; Who, What, When, Where, How and the Impact.) Council Research will complete this form for Council introduced legislation and the Administration is responsible for all other legislation.

(Minimum of 350 words - Maximum of 1 page.)

Please provide authorization for the Public Works Real Estate Division to request legislation necessary for City Council to authorize the Mayor to execute the Lease Agreement for the premises located at 532 Riverside Avenue, Jacksonville, Florida 32202 in substantially the form attached. See RE# 090107-0000 and maps attached. The core terms of the Lease have been agreed upon by the Landlord, (Blue Cross and Blue Shield of Florida, Inc.), and the Tenant, City of Jacksonville which include:

- 58,959 square feet of "Office Space" on the 1st, 9th, and 10th floors at rate of \$20.00 per square foot annually, subject to 3% annual rate escalations and an additional 3,567 square feet of "Garage Space" at a rate of \$6.00 per square foot, also subject to 3% annual rate escalations. These rates are supported by an appraisal.
- The lease also includes five (5) parking space per 1,000 rentable square feet.
- The lease term is 149 months with two (2) five-year (5) renewal with the same annual rate escalations.
- Rent is abated the first ten (10) months while tenant improvements are underway.
- The Landlord is also providing a Tenant Improvement Allowance for \$3,447,950.
- The lease requires JSO to contribute \$1,000,000 to Tenant Improvements.
- The Landlord will oversee and manage the build-out at a "not-to-exceed" cost of \$5,447,950.

These core terms and a draft of the Lease Agreement were approved by the Facilities Planning Committee on July 19, 2023. The most current draft is attached. Prior to filing with City Council, the final draft will be attached which will include the approval of OGC, Risk Management, JSO, and the Landlord. This Lease is at the request of the Jacksonville Sheriff's Office. If additional information is requested, please contact Renee Hunter at 255-8234 or ReneeH@coj.net.

APPROPRIATION: Total Amount Appropriated \_\_\_\_\_ as follows:

List the source **name** and provide Object and Subobject Numbers for each category listed below:

(Name of Fund as it will appear in title of legislation)

Name of Federal Funding Source(s)	From: _____	Amount: _____
	To: _____	Amount: _____

Name of State Funding Source(s):	From: _____	Amount: _____
	To: _____	Amount: _____

Name of City of Jacksonville Fundin	From: _____	Amount: _____
	To: _____	Amount: _____

Name of In-Kind Contribution(s):	From: _____	Amount: _____
	To: _____	Amount: _____

Name & Number of Bond Account(s):	From: _____	Amount: _____
	To: _____	Amount: _____

**PLAIN LANGUAGE OF APPROPRIATION / FINANCIAL IMPACT / OTHER:**

Explain: Where are the funds coming from, going to, how will the funds be used? Does the funding require a match? Is the funding for a specific time frame? Will there be an ongoing maintenance? ... and staffing obligation? Per Chapters 122 & 106 regarding funding of anticipated post-construction operation costs.

(Minimum of 350 words - Maximum of 1 page.)

The funds for the \$1,000,000 Tenant Improvement payment will come from: 00111.521101.544010.000000.00000000.000000.00000000. The remainder of the costs will be due in Fiscal Year 2024 when a new request will be submitted.

**ACTION ITEMS: Purpose / Check List.** If "Yes" please provide detail by attaching justification, and code provisions for each.

**ACTION ITEMS:**

	Yes	No	
Emergency?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Justification of Emergency: If yes, explanation must include detailed nature of emergency. <input style="width: 100%; height: 20px;" type="text"/>
Federal or State Mandate?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Explanation: If yes, explanation must include detailed nature of mandate including Statute or Provision. <input style="width: 100%; height: 20px;" type="text"/>
Fiscal Year Carryover?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Note: If yes, note must include explanation of all-year subfund carryover language. <input style="width: 100%; height: 20px;" type="text"/>
CIP Amendment?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Attachment: If yes, attach appropriate CIP form(s). Include justification for mid-year amendment.
Contract / Agreement Approval?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Attachment & Explanation: If yes, attach the Contract / Agreement and name of Department (and contact name) that will provide oversight. Indicate if negotiations are on-going and with whom. Has OGC reviewed / drafted? <input style="width: 100%; height: 20px;" type="text"/>
Related RC/BT?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Attachment: If yes, attach appropriate RC/BT form(s).
Waiver of Code?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Code Reference: If yes, identify code section(s) in box below and provide detailed explanation (including impacts) within white paper. <input style="width: 100%; height: 20px;" type="text"/>
Code Exception?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Code Reference: If yes, identify code in box below and provide detailed explanation (including impacts) within white paper. <input style="width: 100%; height: 20px;" type="text"/>
Related Enacted Ordinances?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Code Reference: If yes, identify related code section(s) and ordinance reference number in the box below and provide detailed explanation and any changes necessary within white paper. <input style="width: 100%; height: 20px;" type="text"/>

ACTION ITEMS CONTINUED: Purpose / Check List. If "Yes" please provide detail by attaching justification, and code provisions for each.

**ACTION ITEMS:**

	Yes	No	
Continuation of Grant?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Explanation: How will the funds be used? Does the funding require a match? Is the funding for a specific time frame and/or multi-year? If multi-year, note year of grant? Are there long-term implications for the General Fund?  <div style="border: 1px solid black; height: 20px; width: 100%;"></div>
Surplus Property Certification?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Attachment: If yes, attach appropriate form(s).
Reporting Requirements?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Explanation: List agencies (including City Council / Auditor) to receive reports and frequency of reports, including when reports are due. Provide Department (include contact name and telephone number) responsible for generating  <div style="border: 1px solid black; height: 20px; width: 100%;"></div>

Division Chief: Renee Hunter  
(signature)

Date: 8/1/23

Prepared By: Renee Hunter  
(signature)  
FOR ANTHONY JACOMINI

Date: 8/1/23

**ADMINISTRATIVE TRANSMITTAL**

To: MBRC, Budget Office, St. James Suite 325

Thru: Brittany Norris, Intergovernmental Affairs Liaison, Office of the Mayor  
(Name, Job Title, Department)  
Phone: 255-5000 E-mail: [bnorris@coj.net](mailto:bnorris@coj.net)

From: Steven D. Long Jr., Director Public Works  
Initiating Department Representative (Name, Job Title, Department)  
Phone: 255-8748 E-mail: [slong@coj.net](mailto:slong@coj.net)

Primary Contact: Renee Hunter, Chief Real Estate Public Works  
(Name, Job Title, Department)  
Phone: 255-8235 E-mail: [reneh@coj.net](mailto:reneh@coj.net)

CC: Brittany Norris, Intergovernmental Affairs Liaison, Office of the Mayor  
Phone: 255-5000 E-mail: [bnorris@coj.net](mailto:bnorris@coj.net)

**COUNCIL MEMBER / INDEPENDENT AGENCY / CONSTITUTIONAL OFFICER TRANSMITTAL**

To: Mary Staffopoulos, Office of General Counsel, St. James Suite 480  
Phone: 255-5062 E-mail: [mstaff@coj.net](mailto:mstaff@coj.net)

From: \_\_\_\_\_  
Initiating Council Member / Independent Agency / Constitutional Officer  
Phone: \_\_\_\_\_ E-mail: \_\_\_\_\_

Primary Contact: \_\_\_\_\_  
(Name, Job Title, Department)  
Phone: \_\_\_\_\_ E-mail: \_\_\_\_\_

CC: Brittany Norris, Intergovernmental Affairs Liaison, Office of the Mayor  
Phone: 255-5000 E-mail: [bnorris@coj.net](mailto:bnorris@coj.net)

Legislation from Independent Agencies requires a resolution from the Independent Agency Board approving the legislation.

Independent Agency Action Item:      **Yes**      **No**  
Boards Action / Resolution?       

Attachment: If yes, attach appropriate documentation. If no, when is board action scheduled?

**FACT SHEET IS REQUIRED BEFORE LEGISLATION IS INTRODUCED**



ONE CITY. ONE JACKSONVILLE.

# City of Jacksonville, Florida

*Donna Deegan, Mayor*

Department of Public Works  
Ed Ball Building  
214 N. Hogan St., 10<sup>th</sup> floor  
Jacksonville, FL 32202  
www.coj.net

August 1, 2023

TO: Karen Bowling, Chairperson  
Mayor's Budget Review Committee

THRU: Steven D. Long Jr., P.E.  
Director, Public Works Department

FROM: Renee Hunter *Renee Hunter*  
Chief, Public Works Real Estate Division

SUBJECT: Jacksonville Sheriff's Office Lease Agreement  
532 Riverside Avenue | RE# 090107-0000

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Thank you

RH/aj

Cc: The Honorable Jimmy Peluso, Council District #7

Attachments