

Partner Agency Facility Usage Questionnaire

Note: All sections must be completed in order to process request.

Entity Information:

Official Name: Lexington & Fayette County Parking Authority
Address: 101 East Vine Street, 1st Floor Lexington KY 40507
Non-profit? YES No

If yes, please provide details (type of organization, date, certification,...):

Federal Tax ID Number: 26-0270287

Overview (list ALL services provided):

Own and Operate on-street and off-street parking meters, facilities and other related services.

Entity Authorized Contact Name: Gary A. Means
Entity Contact Number(s): (Office) 415-2586 (Cell) 576-5195 E-mail: gmeans@lexingtonky.gov

The following support documents must be attached to GS-101:

- Current annual report filed with the Kentucky Secretary of State
- Mission Statement
- Organizational chart
- Source, amount & duration of funding (private, state or Federal, loan; Grants, ...)
- Business plan
- Anticipated organizational budget identifying the proposed amount for lease and operational expenses.
- Annual cash flow report (if an existing entity). If new, a projected annual CF report must be submitted.

Please submit the questionnaire and all required attachments to the department responsible for conducting the initial evaluation.

Partner Agency Facility Usage Questionnaire

LFUCG Internal Evaluation:

Requesting Department / Division: DEPT. OF GENERAL SERVICES

Proposed initial length of agreement: 36 Months

Note: All lease agreements to expire by June 30th.

Requested By:

Name: SALLY Hamilton Title: Commissioner Date: 07 30 12

Approval S.H. initials Title: Director / Deputy Director Date: 7 30 12

Approval () initials Title: Commissioner Date: ___/___/___

Comment:

The Parking Authority provides, maintains & operates public parking in Lexington. They strive to meet the parking demand for reasonably priced resident, commuter and visitors in downtown & the surrounding neighborhoods. Goals include communication with downtown stakeholders, researching changing needs for downtown parking, maximizing on-street parking and use of parking garages, budgeting based on historical trends & future considerations, and maintain a plan that provides enhancements that better serves the community.

Entity Evaluation & Overview:

Entity meets Urban County need YES NO

Please provide detail:

Operates & manages parking facilities

PARTNERSHIP OBLIGATION CLASSIFICATION:

Entity and LFUCG are parties to an agreement whereas facility funding is required by ordinance, contract or resolution (other than a PSA) YES NO

Provide detail:

The Lexington & Fayette County Parking Authority is an agency, instrumentality and constituted authority of LFUCG.

Partner Agency Facility Usage Questionnaire

PROPOSED LEASE & SPACE ALLOCATION:

Number of Employees: (FT), (PT)
Requested Space: 602 (Sft) * 423 s/ft of office AND 179 s/ft (prorata share) of common area.
Proposed Location Address: 101 E VINE ST (PHOENIX BLDG)
O&M Expenses (\$/Sft/Yr.): (\$ 3,940.62 (Determined by Real Estate/Properties Section) #655 per s/ft
Note: Tenant may be required to submit Space Needs Analysis form provided by Department of General Services

RENT ANALYSIS:

I) Calculated Fair Market Rent: \$15.91 \$/Sft./Yr. (Determined by Real Estate/Properties Section)
Note: Tenant to pay its prorata share of all direct & indirect operating and maintenance expenses plus base rent.

II) Calculated O&M Costs: \$6.55 \$/Sft./Yr. (Determined by Real Estate/Properties Section)

III) Calculated Base Rent (I-II): \$9.36 \$/Sft./Yr.

IV) Proposed adjustments/subsidies/assistance applied toward base rent (III) only: (By Others)

Year 1

Reduction %: 50 (\$/Sft./Yr.): \$4.683 (S/Year): \$2,819.40

V) Final Adjusted Rent (I-IV): \$11.233 \$/Sft./Yr. ANNUAL rent = \$6,760.02

Please identify the source of funding to offset any proposed adjustments/reductions:

Year 2

reduction = 25% of base (\$2.342 s/ft) OR \$1,409.70/yr. Annual rent = \$8,169.72 (\$1357)

Year 3

\$0 reduction - PAY FMV @ \$15.91 s/ft OR \$9,579.42 per year

Approved by:

Sally Hermitz

Date: 7/30/12

Commissioner of Requesting Department

Date: / /

Director of Facilities & Fleet Management

Date: / /

Commissioner of General Services

Date: / /

CAO

Note:

The Department of General Services will initiate the Blue Sheet process for Council's review and final approval once all of the appropriate signatures have been secured.