

Partner Agency Facility Usage Questionnaire

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

Entity Information:

Official Name: Legal Aid of the Bluegrass

Address: 498 Georgetown Street, Lexington, KY 40508

Non-profit? YES No

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

Civil legal aid provider funded, among other things, with federal and state funding sources.

Federal Tax ID Number: 61-0668572

Overview (list ALL services provided):

Civil legal assistance including advice and counsel and representation in court and administrative proceedings in government benefits, housing, consumer and family law.

Entity Authorized Contact Name: Richard A. Cullison

Entity Contact Number(s): (Office) 859-957-0186 (Cell) 859-240-1224 **E-mail:** rcullison@lablaw.org

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

- Mission Statement - Tab 2
- Organizational chart - Tab 3
- Source, amount & duration of funding (private, State, Federal, loan, Grants,....) Tab 4
- Business plan (if available)
- Anticipated organizational budget identifying the proposed amount for lease and operational expenses. Tab 4
- Annual cash flow report (if an existing entity). If new, an annual CF report must be submitted. Tab 4
- Space need analysis identifying estimated area (Sft.) Tab 5

Please submit the questioner and all required attachments to the Department responsible for the initial evaluation.

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LFUCG Internal Evaluation:

Requesting Department / Division: SOCIAL SERVICES

Proposed initial length of agreement (not to exceed 36 months): 36 Months

Requested By:

Name: BETH MILLS Title: COMMISSIONER Date: 3/15/12

Approval () initials Title: Director / Deputy Director Date: 1/1

Approval BMM initials Title: Commissioner Date: 3/15/12

Comment:

AGENCY HAS BEEN IN FACILITY 30+
YEARS - SINCE CENTER BEGAN OPERATIONS -
LEASE MORE SPACE THAN ANY AGENCY IN
FACILITY - AGENCY RECEIVES NO LFUCG
FUNDING OR FED. GRANT PASSTHROUGH FROM
LFUCG.

Entity Evaluation & Overview:

Entity meets Urban County need YES NO

Please provide detail:

AGENCY MEETS COMMUNITY / COUNTYWIDE
NEED - PRESENCE AT B+W CENTER
APPROVED BY B+W ADVISORY BOARD

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:

PRO BONO LEGAL SERVICES REQUIRED
IN EVERY COUNTY PER FED/STATE
STATUTES

Partner Agency Facility Usage Questionnaire

498 Georgetown St
Black & Williams Neighborhood Center

PROPOSED LEASE & SPACE ALLOCATION:

Requested space (Sft.):

4,694

Estimate annual lease payment per O&M method (\$/Sft.):

\$ 22,672.02 / yr. (\$482/sft)

Estimate annual lease payment based on FMV (\$/Sft.):

\$

RLE

CALCULATED FMV = \$37,314.71 (\$7.95/sft)
BASE = \$14,668.34 (\$3.12/sft)

PROPOSED LEASE ASSESMENT METHOD (Please select only ONE category):

- O&M Only (provide payment for pro-rata share of all direct & indirect operating and maintenance expenses.) \$22,672.02
- Fair Market Value (provide payment for pro-rata share of all direct & indirect operating and maintenance expenses including Base Rent (\$/Sft.)) \$37,314.71
- Other (please describe, Non, Full, Partial Subsidies): BASE \$14,668.34

ADJUSTED RENT \$22,672.02

Recommended total annual lease liability for the tenant (\$):

Approved by:

Beth K. Mills

Date: 3/15/12

Commissioner of Requesting Department

[Signature]

Date: 3/27/2012

Director of Facilities & Fleet Management

Date: / /

Commissioner of General Services

Date: / /

CAO

Comments:

[Blank lines for comments]