

Marina Coast Water District
Agenda Transmittal

Agenda Item: 9-H

Meeting Date: September 13, 2011

Submitted By: Patrick Breen

Presented By: Patrick Breen

Reviewed By: Carl Niizawa

Agenda Title: Consider Adoption of Resolution No. 2011-73 to Authorize Staff to Issue a Request for Proposal for Professional Services Related to Real Estate Services for District Owned Property at Imjin Office Park

Detailed Description: Staff is requesting authorization from the Board of Directors for issuance of a Request for Proposal for professional services related to real estate services for Imjin Office Park, specifically for the lease of Imjin Office Park Building C, Suite B.

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In May 2009, the Board approved an agreement with the Fort Ord Reuse Authority (FORA) for the purchase and lease of the to-be-built FORA office building (Building C) and their share of the Imjin Office Park. The District bid this project in May of 2010 and the building has recently been completed and is partially occupied by FORA.

Building C is a 15,000 square foot building divided into two suites. Suite A (which the Ft. Ord Reuse Authority leases from the District) is 8,796 square feet. The remaining 6,204 square feet (Suite B) was constructed to a shell condition (no partition walls, finishes, etc.) and was planned to be leased and for the future tenant to improve the space pursuant to their needs.

In order to secure a tenant for Suite B and other property within the development, staff is recommending the District pursue the services of a real estate professional through a Request for Proposal process.

The scope for the real estate professional will include the necessary marketing and advertising to secure tenants, and assistance in negotiation of leases including but not limited to recommendations regarding delivery and the cost of the tenant improvements.

Environmental Review Compliance: Not required.

Prior Committee or Board Action: On May 12, 2009, the Board adopted Resolution No. 2009-34 approving agreements with the Fort Ord Reuse Authority to purchase property and lease back space in the Imjin Office Park. On December 12, 2009, the Board adopted Resolution No. 2009-80 authorizing the General Manager to sign contracts relating to the Imjin Office Park Project. On May 11, 2010, the Board adopted Resolution No. 2010-27 authorizing a professional services agreement with Paul Davis Partnership for Design of the FORA building. On June 22, 2010 the Board adopted Resolution No. 2010-38 which authorized a construction contract and related expenses for construction of the FORA Building at Imjin Office Park Building.

Board Goals/Objectives: *Strategic Plan, Goal No. 3 – To meet 100% of current and future customers’ needs and make timely improvements and increase infrastructure and level of services and human resources to meet needs of expanding service areas in an environmentally sensitive way.*

Financial Impact: Yes No

Funding Source/Recap: The District will utilize District Reserves to fund this proposed project; will be shared across all four cost centers.

Material Included for Information/Consideration: Resolution No. 2011-73.

Staff Recommendation: The Board of Directors authorize staff to issue a Request for Proposal for professional services related to Real Estate Services for District Owned Property at Imjin Office Park.

Action Required: Resolution Motion Review
(Roll call vote is required.)

Board Action

_____Resolution No_____ Motion By_____ Seconded By_____

Ayes_____ Abstained_____

Noes_____ Absent_____

Reagendized_____ Date_____ No Action Taken_____

September 13, 2011

Resolution No. 2011-73
Resolution of the Board of Directors
Marina Coast Water District

Authorizing Staff to Issue a Request for Proposal for Professional Services Related Real Estate Services for District Owned Property at Imjin Office Park

RESOLVED by the Board of Directors (“Directors”) of the Marina Coast Water District (“District”), at a regular meeting duly called and held on September 13, 2011, at the business office of the District, 11 Reservation Road, Marina, California as follows:

WHEREAS, the District is contractually required to construct a building in the Imjin Office Park for the Ft. Ord Reuse Authority (FORA) occupancy; and,

WHEREAS, the building planned by FORA was designed into two suites; one (Suite A) occupied by the Ft. Ord Reuse Authority and the other (Suite B) to be leased; and,

WHEREAS, the District does not currently plan to occupy the Suite B and would like to lease the space and have it improved; and,

WHEREAS, the District is in need of Real Estate Services to secure a tenant for the Imjin Office Park Building C Suite B and other District owned property at Imjin Office Park.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Directors of the Marina Coast Water District does hereby:

- 1) Authorize the General Manager and/or Deputy General Manager to issue a Request for Proposal for Professional Services Related Real Estate Services for District Owned Property at Imjin Office Park.
- 2) To take all actions and execute all documents as may be necessary or appropriate to give effect to this resolution.

PASSED AND ADOPTED on September 13, 2011 by the Board of Directors of the Marina Coast Water District by the following roll call vote:

Ayes: Directors _____

Noes: Directors _____

Absent: Directors _____

Abstained: Directors _____

William Y. Lee, President

ATTEST:

Jim Heitzman, Secretary

CERTIFICATE OF SECRETARY

The undersigned Secretary of the Board of the Marina Coast Water District hereby certifies that the foregoing is a full, true and correct copy of Resolution No. 2011-73 adopted September 13, 2011.

Jim Heitzman, Secretary