



Police Substation Lease Agreement

09/16/2024

Purpose

- Provide Council with an overview of the draft lease agreement for office space that is suitable to be used as a temporary police substation while a permanent substation is constructed.

Property Overview

- There is a one-story office building available for lease that is suitable to be used as a temporary police substation.
- The building is located at 12253 E. 104TH Place, Unit 100 Commerce City, CO 80222.
- 3,000 square feet of space available for a five-year lease.
- 50 parking spaces available.
- Common area space access is included, and the City would be responsible for removing its own trash from the common area.

Property Information



Property Information Continued

- Landlord shall provide the City with a gated emergency access directly from the site parking lot to Highway 2. Cost for planning and construction of this access shall be a City's expense.
- Landlord shall conduct architectural work, as approved by the City, to modify the premises to be suitable for a substation and associated uses.
 - Work will include HVAC, electrical, and plumbing work, plus other miscellaneous items including installation of lockers and window coverings.

Expenses

Year	Rate PSF	Monthly	Per Annum
1	\$22.50	\$5,625.00	\$67,500.00
2	\$23.18	\$5,793.75	\$69,525.00
3	\$23.87	\$5,967.56	\$71,610.75
4	\$24.59	\$6,146.59	\$73,759.07
5	\$25.32	\$6,330.99	\$75,971.84

- The City would pay a pro rated share of all CAM Costs, insurance and taxes. The annual share of Additional Rent shall be capped at \$10 per SF per year for the first three years of the lease.
- Waived security deposit.



Discussion

