



General Services Agency

COUNTY OF TULARE AGENDA ITEM

BOARD OF SUPERVISORS

LARRY MICARI
District One

PETE VANDER POEL
District Two

AMY SHUKLIAN
District Three

EDDIE VALERO
District Four

DENNIS TOWNSEND
District Five

AGENDA DATE: June 29, 2021

Public Hearing Required	N/A
Scheduled Public Hearing w/Clerk	N/A
Published Notice Required	N/A
Advertised Published Notice	N/A
Meet & Confer Required	N/A
Budget Transfer (Aud 308) attached	N/A
Personnel Resolution attached	N/A
Agreement(s) attached	Yes

CONTACT PERSON: Maria Benavides-Lopez PHONE: 5592051124

SUBJECT: Approve Amendment to Agreement No. 28213 for Commercial Property Management Services with Manco Abbott, Inc.

REQUEST(S):

That the Board of Supervisors:

1. Approve an amendment to Agreement No. 28213 with Manco Abbott, Inc. to provide commercial property management at the Tulare/Akers Professional Center located at 5300 W. Tulare Avenue, Visalia, for an initial one-year term effective July 1, 2021 through June 30, 2022 with service costs in an amount not to exceed the greater of \$3,000 per month or 3.5% of the total monthly gross receipts from the premises.
2. Authorize the Chair of the Board to sign the Agreement.

SUMMARY:

In 2016, the County purchased the Tulare/Akers Professional Center (TAPC), a 177,333 sq ft office building located at 5300 W. Tulare Avenue in Visalia. The prior property owners, the Weingart Foundation, had contracted with Manco Abbott, Inc. (Manco) to provide commercial property management services. Due to the size of the property, building management requirements, and maintenance needed to keep the building in Class A status, the General Services Agency (GSA) recommended to contract with Manco for continuity of tenant services.

On July 17, 2017, the Board of Supervisors approved Tulare County Agreement No. 28213 with Manco to provide commercial property management services at the TAPC. The original Agreement was for a term of one (1) year, with three (3), one (1) year options to renew. After the initial one (1) year term ended on June 30, 2018, both parties desired to extend the term and conditions of the last three (3) years through June 30,

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2021. Manco's service costs per the current Agreement are \$3,000 per month, or 3.5% of total monthly gross receipts, whichever is greater.

GSA works closely with Manco to develop a balanced budget for the building, which includes maintenance and capital improvements costs that will preserve the professional conditions expected by the building occupants, as well as extend the useful life of improvements on the property. The continuity of these services will allow for ongoing effective management of existing and prospective tenants. Therefore, staff recommends extending the term of the Agreement.

The proposed Amendment extends the term of the Agreement for one (1) additional year effective July 1, 2021 through June 30, 2022 with three (3), one (1) year options to renew at County's request prior to the end of the term. All other terms and conditions of Tulare County Agreement No. 28213 will remain in full force and effect.

FISCAL IMPACT/FINANCING:

Commercial Property Management Services will be paid out of the rental income generated by the Tulare Akers Professional Center. There is no Net County Cost to the General Fund.

LINKAGE TO THE COUNTY OF TULARE STRATEGIC BUSINESS PLAN:

The County's Strategic Business Plan includes the Organizational Performance Initiative. This agreement supports this initiative by providing high-level commercial property management services.

ADMINISTRATIVE SIGN-OFF:

/s/Brooke Sisk

Brooke Sisk
General Services Agency Director

Cc: County Administrative Office

Attachments: First Amendment to Tulare County Agreement No. 28213