



Elizabeth Comfort  
Finance Director

**Department of Finance**

Public Services Building  
2051 Kaen Road, Suite 490 | Oregon City, OR 97045

May 16, 2024

BCC Agenda Date/Item: \_\_\_\_\_

Board of County Commissioners  
Clackamas County

**Approval of Lease Amendment #3 with RC Interprices, LLC for the Oak Lodge Library. Amendment value is \$111,943.60 for 14 months, total lease value is increased to \$1,971,679.96 for 25 years and 2 months. Funding is through budgeted Clackamas County Library Service District Property Tax Revenue. No County General Funds are involved.**

<b>Previous Board Action/Review</b>	Briefed at Issues May 14, 2024		
<b>Performance Clackamas</b>	Build and maintain a strong infrastructure and ensure a safe, healthy and secure communities.		
<b>Counsel Review</b>	Yes	<b>Procurement Review</b>	No
<b>Contact Person</b>	Jeff Jorgensen	<b>Contact Phone</b>	971-221-8033

**EXECUTIVE SUMMARY:** The Oak Lodge Library is one of thirteen (13) Clackamas County public libraries currently serving the citizens of this county, with the next closest libraries being located in Gladstone and Milwaukie. The current Oak Lodge Library has operated and leased this 8,722sf building located at 16201 SE McLoughlin Boulevard since 1994. The current lease expires on June 30, 2024.

The New Oak Lodge Library has been under construction next to the Concord Community Center since April 8, 2024 (second start date). Substantial completion is currently scheduled to be completed by June 24, 2025, moving of library staff and the book and materials collections by mid-July 2025, and full occupancy of the New Oak Lodge Library by the end of July 2025.

The building owner, Library management and Facilities Management staff have already met and performing initial building inspections and discussed required repairs and restoration of the library building in accordance with the lease when surrendering the facility back to the owner. The lease allows for wear and tear by ordinary use, but over the year's various improvements have been made to the facility that now requires removal or repair. Library and Facilities staff are currently in progress of performing minor building repairs and restoration work on the building exterior signage, walls, book drops, windows, carpet flooring, ceilings, painting, etc. The old library will be ready to turn back over to the owner by the end Lease Amendment #3 that will expire on August 31, 2025.

**RECOMMENDATION:** Staff respectfully recommends that the Board approve and sign Lease Amendment #3 with RC Interprices, LLC.

Respectfully submitted,

*Elizabeth Comfort*

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Director Finance

For Filing Use Only

**LEASE AMENDMENT #3**

This Lease Amendment #3 ("Amendment #3") is entered into between RC Interprices, LLC ("Lessor") and Clackamas County ("Lessee") and shall become part of the lease entered into between both parties June 25, 2020 ("Lease") for the property located at 16201 SE McLoughlin Blvd., Oak Grove, Oregon

The purpose of this Amendment #3 is to make the following changes to the Lease:

**1. Lease term**

The lease term is hereby extended for a period of one (1) year, two (2) months, beginning July 1, 2024, and ending at midnight on August 31, 2025. After that, the lease period maybe extended on a month-to-month basis as required to support Lessee's moving requirements and to return the spaces in accordance with the Surrender Section of the original lease.

**2. Base Rent**

For the extended lease term, beginning July 1, 2024, Lessee agrees to pay monthly rent in the amounts set forth below.

<u>LEASE PERIOD</u>	<u>MONTHLY PAYMENT</u>	<u>TOTAL ANNUAL AMOUNT</u>
July 1, 2024 to June 30, 2025	\$7,961.85	\$95,542.20
July 1, 2025 to August 31, 2025	\$8,200.70	\$16,401.44
Month-To-Month Lease	\$8,200.70	TBD

Except as expressly amended above, all other terms and conditions of the Lease shall remain in full force and effect. By signature below, the parties agree to this Amendment #3 effective upon the date of the last signature below.

**LESSEE**

CLACKAMAS COUNTY

\_\_\_\_\_  
By: Tootie Smith  
Its: Chair

Approved as to form:

\_\_\_\_\_  
Office of County Counsel

\_\_\_\_\_  
Date

5/7/24

**LESSOR**

RC INTERPRICES, LLC  
9418 SE Chatfield Court  
Happy Valley, OR 97086  
84-5173120

\_\_\_\_\_  
Federal ID#

\_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Date

GARY CHEN

5/7/2024