

## **Staff Report**

**Subject:** Consideration to renew the rental agreement with Action Pact (formally Concerted Services, Inc.) for space in the Effingham County Annex.

**Author:** Alison Bruton, Purchasing Agent

**Department:** Purchasing

**Meeting Date:** 05/02/2023

**Item Description:** Consideration to approve the rental agreement with Action Pact for space in the Effingham County Annex.

**Summary Recommendation:** Staff recommends approval of the rental agreement with Action Pact for space in the Effingham County Annex

### **Executive Summary/Background:**

- The County has a rental agreement in place with Concerted Services who occupy office space in the Effingham County Annex. The office is used for Emergency and Energy assistance programs, case management, and weatherization services. Concerted Services were established as a community action agency under the Economic Opportunity Act of 1964 to combat poverty. Concerted Services has since changed their name to Action Pact.
- The renewal term will be July 1, 2023 through June 30, 2024.
- The monthly rent is \$0 in consideration of the services provided to Effingham County residents. The County pays for utilities and maintenance of the facility.
- The agreement can be terminated at any time by providing 30 days written notice to tenant.
- The County attorney has reviewed and approved the agreement.

### **Alternatives for Commission to Consider:**

1. Approve to renew the rental agreement with Action Pact (formally Concerted Services, Inc.) for space in the Effingham County Annex.
2. Cancel the agreement.

### **Recommended Alternative: 1**

### **Other Alternatives: 2**

**Department Review:** Purchasing

**Funding Source:** Department 14 – Public Buildings - maintenance and utility costs

### **Attachments:**

Rental Agreement

Amendment 1

Amendment 2