



Greater Tompkins County Municipal Health Insurance Consortium

125 East Court Street • Ithaca, New York 14850 • (607)274-5590
www.healthconsortium.net • consortium@tompkins-co.org

“Individually and collectively we invest in realizing high quality, affordable, dependable health insurance.”

RESOLUTION 010-2023 - AUTHORIZING A LEASE AGREEMENT WITH 408 UPLAND ROAD LLC FOR THE GREATER TOMPKINS COUNTY MUNICIPAL HEALTH INSURANCE CONSORTIUM (GTCMHIC) AT 408 EAST UPLAND ROAD, ITHACA, NEW YORK 14850

MOVED by Mr. Hart, seconded by Mr. Shattuck. This resolution was unanimously adopted by voice vote of members present, visibly seen members via remote locations due to extraordinary circumstances to approve the following resolution.

WHEREAS, The GTCMHIC has entered into a Letter of Intent referring to a tenant/landlord agreement to the building address of 408 East Upland Road, Ithaca, New York 14850 for the Business Office/Headquarters for GTCMHIC and

WHEREAS, The Letter of Intent is for office space on east side of building. Total Useable Space based on Architect drawing is 3,257 with an initial lease term of ten years commencing by or before May 1, 2023 and target rent commencement date of June 1, 2023.; and

WHEREAS, The initial base rent is set for \$17/SF [\$55,365 annually] with a rent escalation of Year 2 - \$20/SF [\$65,135 annually]; Year 3 - \$22/SF [\$71,649 annually]; Year 4 - \$23/SF [\$74,906]; and Year 5 - \$24/SF [\$78,162 annually] Year 6 thru 10 would be a \$1 increase annually; and

WHEREAS, In addition to rent the Tenant is to pay their pro-rata share (60%) of property taxes invoiced to GTCMHIC w/net 30-day terms and common area charges of Tenant's pro-rata share of snow removal, mowing and landscaping charges, cost to be invoiced quarterly to GTCMHIC w/net 30-day terms. Tenant to pay their share of utility costs (if any) and water/sewer charges; and

WHEREAS, The Landlord will have responsibility to maintain the HVAC, plumbing and electrical systems plus if and as required to structure; and

WHEREAS, The Tenant is responsible for any other maintenance within the Premises to include janitorial / housekeeping; and

WHEREAS, The Landlord's will contribute \$162,000 to complete the interior finishes to a "vanilla box". The total cost of the build out is estimated to be approximately \$311,624. The Tenant is responsible for any costs above \$162,000 to build / fit out work required for Tenants occupancy; and

WHEREAS, The Tenant has the option to renew for One [1] Five [5] Year Option with base rent to increase by 3% annually beginning in Year 11; and

WHEREAS, Miscellaneous considerations include Tenant requests that Landlord consider covering cost for architectural drawings for Tenant's portion of build / fit out. Landlord will contribute \$7,500 to architectural drawings, as long as Holt Architect is used; and

WHEREAS, A budget was approved by the Audit and Finance Committee for \$235,000 related costs to a move as outlined above with fixtures and furnishings; and

WHEREAS, An additional \$125,000 will be needed to complete the project. The initial capital costs can be amortized for the term of the lease and therefore would not require any budget changes for 2023; and



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WHEREAS, A policy will be established allowing the Consortium to amortize capital costs for fixed assets and, now, therefore, be it

RESOLVED, on recommendation of the Audit and Finance Committee, That the Executive Committee authorizes the Executive Director to sign said lease agreement represented within the Letter of Intent composed by 408 Upland Road LLC for office space at 408 East Upland Road, Ithaca, NY 14850 for the Greater Tompkins County Municipal Health Insurance Consortium (GTCMHIC) Business Office/Headquarters.

STATE OF NEW YORK)
GTCMHIC) ss:
COUNTY OF TOMPKINS)

I hereby certify that the foregoing is a true and correct transcript of a resolution adopted by the Greater Tompkins County Municipal Health Insurance Consortium Executive Committee on behalf of the Board of Directors on April 19, 2023.

Lynne Sheldon, Clerk of the GTCMHIC Board