



**FINANCE AND ADMINISTRATION CABINET  
DEPARTMENT FOR FACILITIES AND SUPPORT SERVICES**

**Matthew G. Bevin**  
Governor

**Division of Real Properties**  
403 Wapping Street, Suite 300  
Frankfort, Kentucky 40601-2638  
(502) 564-2205  
Fax: (502) 564-8108


**William M. Landrum III**  
Secretary

**Robert M. Burnside**  
Commissioner

**Scott Aubrey**  
Director

**MEMORANDUM**

**TO:** Katherine Halloran, Committee Staff Administrator  
Capital Projects and Bond Oversight Committee

**FROM:** Brien S. Hoover, Leasing Manager   
Division of Real Properties

**DATE:** June 21, 2018

**SUBJECT:** PR-4173, Franklin County  
Board of Hairdressers & Cosmetologists  
Lease Modification Exceeding \$50,000.00

As outlined, attached please find notification of a lease agreement modification being processed by our Division's Leasing Branch.

If you have any questions or require additional information concerning this matter, please advise.

BSH/bh

**CC:** Capital Construction Log  
OSBD  
PR-4173 File  
BSH

Attachment



**REPORT TO CAPITAL PROJECTS AND BOND OVERSIGHT COMMITTEE**

LEASE MODIFICATION EXCEEDING \$50,000.00

Lease No.: <b>PR-4173</b>		County: <b>Franklin</b>	
Using Agency: <b>Board of Hairdressers &amp; Cosmetologists</b>			
LESSOR (identify all parties having 5% or more ownership): Attached extra sheet if necessary		<b>Twin Oaks Circle LLC</b>	
Property Location: <b>111 St. James Court, Suite A, Frankfort, KY</b>			
Check One: <input type="checkbox"/> New Lease <input type="checkbox"/> Renewal <input checked="" type="checkbox"/> Modification			
Type Space: <b>Office</b>		Cost Per Square Foot: <b>\$7.74</b>	
Annual Rental Cost: <b>\$97,609.20</b>		Average Cost Per Square Foot of Leased-In Space in County: <b>\$ 8.41</b>	
Utilities Included: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No			
Cancellation Clause:	<input checked="" type="checkbox"/> Yes If yes, explain terms: <b>30 Days</b>		<input type="checkbox"/> No If no, explain why not:
Effective Date: <b>July 1, 2018</b>		Expiration Date: <b>June 30, 2023</b>	
Justification for Lease: <b>Please see attached</b>			
Has the Finance & Administration Cabinet complied with statutory requirements: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If no, explain:			
Explain why the Finance & Administration Cabinet chose this lessor (see attached approval memo and modification): <b>Please see attached</b>			



FINANCE AND ADMINISTRATION CABINET  
DEPARTMENT FOR FACILITIES AND SUPPORT SERVICES

Matthew G. Bevin  
Governor

Division of Real Properties  
403 Wapping Street, Suite 300  
Frankfort, Kentucky 40601-2638  
(502) 564-2205  
Fax: (502) 564-8108


William M. Landrum III  
Secretary

Robert M. Burnside  
Commissioner

Scott Aubrey  
Director

MEMORANDUM

TO: Scott Aubrey, Director  
Division of Real Properties

FROM: Brien S. Hoover, Leasing Manager   
Division of Real Properties

DATE: June 21, 2018

SUBJECT: PR-4173, Franklin County  
Board of Hairdressers & Cosmetologists

The Board of Hairdressers & Cosmetologists currently occupies 12,611 square feet of space leased at a rental rate of \$7.74 per square foot (\$97,609.20 annually). The agency recently advised our office that changes in client examination procedures eliminated the need for testing areas included in the original lease agreement. Pursuant to KRS 56.813 the lessor has consented to a reduction in the area under lease.

The attached lease modification provides for a decrease of 8,093 square feet of space, from 12,611 square feet to 4,518 square feet; and for the associated reduction of \$62,639.88 in the annual rental cost, from \$97,609.20 to \$34,969.32. Capital Projects and Bond Oversight Committee reporting is required prior to execution of the lease modification pursuant to applicable provisions of KRS 56.823. Your approval of the attached lease modification is recommended to provide the Board of Hairdressers & Cosmetologists with appropriately sized space to accommodate current agency requirements.

Should you require additional information, please advise.

JSA/BSH/bh  
Attachment

APPROVED:   
Scott Aubrey, Director



**COMMONWEALTH OF KENTUCKY LEASE MODIFICATION AGREEMENT**

LESSOR	Twin Oaks Circle LLC	PR NUMBER, COUNTY	PR-4173, Franklin County
ADDRESS	103 Twin Oaks Circle, # 2 Frankfort KY 40601	VENDOR NUMBER	KY0018433
		AGENCY/DEPARTMENT	Board of Hairdressers & Cosmetologists
		DIVISION	
		DATE	June 21, 2018
		BUILDING CODE	90263001

1. Lease Agreement number PR-4173, Franklin County, dated November 19, 1998, is hereby modified as set forth in Paragraph Two.

2. This Lease is modified as follows:

**Effective July 1, 2018:**

**To decrease the leased space by 8,093 square feet; from 12,611 square feet to 4,518 square feet; resulting in an annual decrease of \$62,639.88 from \$97,609.20 to \$34,969.32.**

3. All other terms and conditions of the lease remain unchanged.

4. The Lessor is required to sign this document and return all copies for further processing.

5. The Lessor certifies by his signature hereinafter affixed that he ("he" is construed to mean "they" if more than one person is involved; and, if a firm, partnership, corporation, business trust or other organization is involved, then "he" is construed to mean any person with an interest therein) is legally entitled to enter into contracts with the Commonwealth of Kentucky and that by holding and performing this contract will not be violating either any conflict of interest statute (KRS 45A.330 - 45A.340 or 45A.990) of the Executive Branch Code of Ethics, KRS Chapter 11A, or any other applicable statute or principle by the performance of this Lease, or will he realize any unlawful benefit or gain directly or indirectly from it. The Lessor further certifies that he has not knowingly violated any provision of the campaign finance law of the Commonwealth, and that by entering into this Lease Modification Agreement he will not be in violation of the campaign finance laws of the Commonwealth.

\_\_\_\_\_  
STATE LEASING AGENCY REPRESENTATIVE Date

\_\_\_\_\_  
LESSOR Date

\_\_\_\_\_  
ANALYST, LEASING BRANCH, DIVISION OF REAL PROPERTIES Date

\_\_\_\_\_  
ATTORNEY, FINANCE & ADMINISTRATION CABINET Date

\_\_\_\_\_  
MANAGER, LEASING BRANCH, DIVISION OF REAL PROPERTIES Date

\_\_\_\_\_  
DIRECTOR, DIVISION OF REAL PROPERTIES

\_\_\_\_\_  
SECRETARY, FINANCE & ADMINISTRATION CABINET Date

APPROVED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_

All correspondence and inquiries regarding this Lease Modification Agreement are to be directed to the Division of Real Properties, Suite 300, 403 Wapping Street, Frankfort, Kentucky 40601-2607, phone 502/564-2205.

**FILE COPY**