

**THIS SUB-LEASE DOES NOT BECOME EFFECTIVE UNTIL EXECUTED  
BY THE NORTH CAROLINA DEPARTMENT OF PUBLIC SAFETY**

STATE OF NORTH CAROLINA

BRUNSWICK COUNTY

**SUB-LEASE AGREEMENT**

THIS SUB-LEASE AGREEMENT, made and entered into this the \_\_\_\_\_ day of \_\_\_\_\_, 2022, by and between **COUNTY of BRUNSWICK**, hereinafter designated as Lessor, and the **STATE OF NORTH CAROLINA**, hereinafter designated as Lessee;

**W I T N E S S E T H:**

WHEREAS, authority to approve and execute this sub-lease agreement was delegated to the Department of Administration by resolution adopted by the Governor and Council of State on the 1<sup>st</sup> day of September, 1981; and

WHEREAS, the Department of Administration has delegated to this State agency the authority to execute this sub-lease agreement by a memorandum dated the 18<sup>th</sup> day of January, 2017; and

WHEREAS, the parties hereto have mutually agreed to the terms of this sub-lease agreement as hereinafter set out, and

WHEREAS, Brunswick County has entered into various lease agreements for office space locations in Leland, Southport, and Shallotte, North Carolina, with the understanding that said office space will be sublet to the State of North Carolina for the operation of probation/parole offices; and

NOW THEREFORE, in consideration of the rental hereinafter agreed to be paid and the terms and conditions hereinafter set forth, Lessor does hereby let and sub-lease unto Lessee and Lessee hereby takes and sub-leases from Lessor for and during the period of time and subject to the terms and conditions hereinafter set out certain space in the **County of Brunswick**, North Carolina, more particularly described as follows:

**Being +/- 3,000 Net Square Feet of Office Space Located at 125 Division Drive, Brunswick County; Leland, North Carolina**

**Being +/- 800 Net Square Feet of Office Space Located at 800 N. Howe Street, Brunswick County; Southport, North Carolina**

**Being +/- 2,943 Net Square Feet of Office Space Located at 5300-1 Main Street, Brunswick County; Shallotte, North Carolina**

**DEPARTMENT OF PUBLIC SAFETY (Probation and Parole)**

THE TERMS AND CONDITIONS OF THIS SUB-LEASE AGREEMENT ARE AS FOLLOWS:

1. The term of this sub-lease shall be for a period of three **(3) years** Commencing on the **1<sup>st</sup> day of August, 2022** or as soon thereafter as the sub-leased premises are ceded to the Lessee and terminating on the **31<sup>st</sup> day of July, 2025**.

2. The Lessee shall pay to the Lessor as rental for said premises the sum of **\$1.00** dollar per term to be payable within five (5) days from receipt of invoice in triplicate. The Lessee agrees to pay the aforesaid rental to Lessor at the address specified, or, to such other address as the Lessor may designate by a notice in writing at least 15 days prior to the due date.

3. Lessor agrees to furnish to the Lessee, as a part of the consideration for this sub-lease, the following services and utilities to the satisfaction of the Lessee.

- A. Heating facilities, air conditioning facilities, adequate electrical facilities, adequate lighting fixtures and sockets, hot and cold water facilities, and adequate toilet facilities.
- B. Janitorial services and supplies including maintenance of lawns, parking areas, common areas and disposal of trash.
- C. All utilities except telephone.
- D. Parking as available.
- E. The lessor covenants that the sub-leased premises are generally accessible to persons with disabilities. This shall include access into the premises from the parking areas (where applicable), into the premises via any common areas of the building and access to an accessible restroom.

4. During the sub-lease term, the Lessor shall keep the sub-leased premises in good repair and tenantable condition, to the end that all facilities are kept in an operative condition. Maintenance shall include, but is not limited to furnishing and replacing electrical light fixture ballasts, air conditioning and ventilating equipment filter pads, if applicable, and broken glass. In case Lessor shall, after notice in writing from the Lessee in regard to a specified condition, fail, refuse, or neglect to correct said condition, or in the event of an emergency constituting a hazard to the health or safety of the Lessee's employees, property, or invitees, it shall then be lawful for the Lessee in addition to any other remedy the Lessee may have to make such repair at its own cost and to invoice the amount thereof to the Lessor. The Lessor reserves the right to enter and inspect the sub-leased premises, at reasonable times, and to make necessary repairs to the premises.

5. It is understood and agreed that Lessor shall, at the beginning of said sub-lease term as hereinabove set forth, have the sub-leased premises in a condition satisfactory to Lessee, including repairs, painting, partitioning, remodeling, plumbing and electrical wiring suitable for the purposes for which the sub-leased premises will be used by Lessee.

6. The Lessee shall have the right during the existence of this sub-lease, **with the Lessor's prior consent**, to make alterations, attach fixtures and equipment, and erect additions, structures or signs in or upon the sub-leased premises. Such fixtures, additions, structures or signs so placed in or upon or attached to the sub-leased premises under this sub-lease or any prior sub-lease of which this sub-lease is an extension or renewal shall be and remain the property of the Lessee and may be removed therefrom by the Lessee prior to the termination of this sub-lease or any renewal or extension thereof, or within a reasonable time thereafter. The Lessee shall have no duty to remove any improvement or

fixture placed by it on the premises or to restore any portion of the premises altered by it. In the event Lessee elects to remove his improvements or fixtures and such removal causes damage or injury to the demised premises, Lessee will repair only to the extent of any such damage or injury.

7. If the said premises be destroyed by fire or other casualty without fault of the Lessee, this sub-lease shall immediately terminate. In case of partial destruction or damage by fire or other casualty without fault of the Lessee, so as to render the premises untenable in whole or in part, and during such period of repair, and if the Lessor can not provide suitable office space, the Lessee shall have the right to obtain similar office space at the expense of Lessee with reimbursement from the County or the Lessee may terminate the sub-lease by giving 15 days written notice to the Lessor.

8. Lessor shall be liable to Lessee for any loss or damages suffered by Lessee which are a direct result of the failure of Lessor to perform an act required by this sub-lease, and provided that Lessor could reasonably have complied with said requirement.

9. Upon termination of this sub-lease, the Lessee will peaceably surrender the sub-leased premises in as good order and condition as when received, reasonable use and wear and damage by fire, war, riots, insurrection, public calamity, by the elements, by act of God, or by circumstances over which Lessee had no control or for which Lessor is responsible pursuant to this sub-lease, excepted.

10. The Lessor agrees that the Lessee, upon keeping and performing the covenants and agreements herein contained, shall at all times during the existence of this sub-lease peaceably and quietly have, hold, and enjoy the sub-leased premises free from the adverse claims of any person.

11. The failure of either party to insist in any instance upon strict performance of any of the terms and conditions herein set forth shall not be construed as a waiver of the same in any other instance. No modification of any provision hereof and no cancellation or surrender thereof shall be valid unless in writing and signed and agreed to by both parties.

12. Any hold over after the expiration of the said term or any extension thereof, shall be construed to be a tenancy from month to month, and shall otherwise be on the terms and conditions herein specified, so far as applicable; however, either party shall give not less than 60 days written notice to terminate the tenancy.

13. The parties to this sub-lease agree and understand that the continuation of this sub-lease agreement for the term period set forth herein, or any extension or renewal thereof, is dependent upon and subject to the appropriation, allocation or availability of funds for this purpose to the agency of the Lessee responsible for payment of said rental. The parties to this sub-lease also agree that in the event the agency of the Lessee or that body responsible for the appropriations of said funds, in its sole discretion, determines, in view of its total local office operations that available funding for the payment of rents are insufficient to continue the operation of its local offices on the premise sub-leased herein, it may choose to terminate the sub-lease agreement set forth herein by giving Lessor written notice of said termination, and the sub-lease agreement shall terminate immediately without any further liability to Lessee.

14. All notices herein provided to be given, or which may be given by either party to the other, shall be deemed to have been fully given when made in writing and deposited in the United States mail, certified and postage prepaid and addressed as follows: To the Lessor at **30 Government Center Drive NE, Bolivia, North Carolina 28422** and the Lessee at **4227 Mail Service Center, 3030 Hammond Business Place, Raleigh, North Carolina 27699-4227**. Nothing herein contained shall preclude the giving of such notice by personal service. The address to which notices shall be mailed as aforesaid to either party may be changed by written notice.

15. "N.C.G.S. § 133-32 and Executive Order 24 prohibit the offer to, or acceptance by, any State Employee of any gift from anyone with a contract with the State, or from any person seeking to do business with the State. By execution of any response in this procurement, you attest, for your entire organization and its employees or agents, that you are not aware that any such gift has been offered, accepted, or promised by any employees of your organization."

**[remainder of page intentionally left blank - signatures on following pages]**

IN TESTIMONY WHEREOF, this sub-lease has been executed by the parties hereto, in duplicate originals, as of the date first above written.

STATE OF NORTH CAROLINA

BY: \_\_\_\_\_ (SEAL)  
Joanne Rowland, Director  
DPS Purchasing and Logistics

LESSOR: \_\_\_\_\_ (SEAL)  
The County of Brunswick  
Steve Stone, County Manager

STATE OF NORTH CAROLINA

COUNTY OF \_\_\_\_\_

I, \_\_\_\_\_, a Notary Public in and for the County and State aforesaid, do hereby certify that **Steve Stone**, personally came before me this day and acknowledged that s/he is the **County Manager**, and that by authority and given as an act of **Brunswick County** and acknowledged the due execution of the foregoing instrument in its name.

WITNESS my hand and Notarial Seal, this the \_\_\_\_\_ day of \_\_\_\_\_, 2022.

\_\_\_\_\_  
Notary Public

My Commission Expires:

STATE OF NORTH CAROLINA

COUNTY OF \_\_\_\_\_

I, \_\_\_\_\_, a Notary Public in and for the County of \_\_\_\_\_ and State aforesaid, do hereby certify that **Joanne Rowland**, personally appeared before me this date and acknowledged the due execution by her of the foregoing instrument as Director of Purchasing and Logistics of the Department of Public Safety of the State of North Carolina, for the purposes therein expressed.

WITNESS my hand and Notarial Seal, this the \_\_\_\_\_ day of \_\_\_\_\_, 2022.

\_\_\_\_\_  
Notary Public

My commission expires \_\_\_\_\_