



Support Services

Sharon Stanley, Agency Director

District All

Cobb County...Expect the Best!

TO: Dr. Jackie R. McMorris, County Manager

FROM: Sharon Stanley, Agency Director
Kimberly Lemley, Chief Information Officer

DATE: June 13, 2023

PURPOSE

To approve a Purchase and Sale Agreement for the acquisition of real property comprised of two single-story office buildings on approximately 10 acres, located at 1828 West Oak Parkway and 1975 West Oak Circle, Marietta, Georgia; approve the payment of associated land acquisition costs; and approve repurposing renovation costs.

BACKGROUND

The Cobb County Records Services Division is responsible for the retention, storage, retrieval, and destruction of official County records placed under its custody, in accordance with federal, state, and county record retention laws, policies, and procedures. Minimum retention schedules are identified in the Georgia Records Act at O.C.G.A. § 50-18-90 et seq. and Official Judicial Branch Court Records Retention Schedules.

Records for retention are currently stored in multiple County-owned warehouses and buildings throughout the County. These locations are at capacity and unable to accept new records for archiving, resulting in records being stored in disperse locations throughout the County. In many cases, records are taking up needed space in County department offices and buildings, preventing their desired use of space. This purchase of the two office buildings will allow the County to consolidate storage of records. In addition, the purchase will allow for storage of records in a climate-controlled environment, necessary for preservation of vital records.

Support Services, Property Management, and McWhirter Realty Partners toured various sites to find a new records storage location and found the site described herein. An agreement has been reached with Vanderlande Industries, Inc. to purchase two single-story office buildings located at 1828 West Oak Parkway (25,000 SF) and 1975 West Oak Circle (60,000 SF), Marietta, Georgia, on approximately 10 acres for the purchase price of eight million one hundred thirty-two thousand dollars and no/100ths (\$8,132,000.00). Under the terms of the agreement, the County will have a period of 90 days after the contract is signed to perform inspections and investigations of the property. The County may terminate the contract within the investigation period if it determines, at its sole discretion, that the property is not acceptable for the proposed use. Related acquisition costs, which include title search, title insurance premium, surveys, tax proration, closing costs, and any other necessary expenses, will be determined at closing.

The space is suitable to renovate and repurpose for the Records Services Division. Property Management will oversee the renovation project. The renovation is estimated at \$1,365,000.00.

The agreement will be substantially in the form as attached and as prepared by the County Attorney's Office.

IMPACT STATEMENT

Funding for janitorial, utilities and annual maintenance costs will be requested in the FY24 operating budget.

FUNDING

Funding will be available with the following transactions:

Increase Revenue:	010-125-0655-4980	Fund Balance Appropriation	\$9,537,660.00
Increase Expenditure:	010-125-0655-8015	Site Acquisition & Addition	\$8,132,000.00
Increase Expenditure:	010-125-0655-8810	Designated Contingency	\$ 40,660.00
Increase Expenditure:	010-125-0655-8110	Renovation of Bldg.	\$1,365,000.00

Actual site acquisition cost is an estimate. Additional costs associated with title search, title insurance premium, surveys, prorated taxes, closing costs, and any other necessary expenses will be disclosed in the settlement statement. A contingency of 0.5% of the purchase price of the property is included.

RECOMMENDATION

The Board of Commissioners approve a Purchase and Sale Agreement for the acquisition of real property comprised of two single story office buildings on approximately 10 acres, located at 1828 West Oak Parkway and 1975 West Oak Circle, Marietta, Georgia, in the form substantially similar to the attached and as prepared by the County Attorney's Office; approve the payment of associated land acquisition costs; approve repurposing renovation costs; authorize the corresponding budget transactions; and further authorize the Chairwoman to execute the Purchase and Sale Agreement and all other necessary documents and take all other action necessary or appropriate to accomplish the foregoing purposes.

ATTACHMENTS

1. Purchase and Sale Agreement