



Howard County

Internal Memorandum

Subject: Testimony & Fiscal Impact Statement

Council Bill No. ___ - 2025, an Act pursuant to Section 612 of the Howard County Charter, approving an Amendment of Lease Agreement between Howard County, Maryland and Merritt-HR, LLC, a Maryland limited liability company, for the lease of approximately 13,500 square feet of space at 9515 Gerwig Lane, Columbia, Maryland, during a multi-year term; and authorizing the County Executive to take certain actions in connection with the Lease Agreement.

To: Brandee Ganz,
Chief Administrative Officer

From: Yosef Kebede
Department of Public Works

Signed by:



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Date: May 14, 2025

The Department of Public Works has been designated coordinator for preparation of testimony relative to approval of an Amendment of Lease Agreement for leased space.

The County leases warehouse space for the Board of Elections. The term of the lease is set to expire on September 30, 2025.

The County and Landlord desire to enter into an Amendment of Lease Agreement, attached, to extend the term for an additional period of two (2) years. The Lease Agreement requires payment by the County of funds from an appropriation in later fiscal years and therefore requires County Council approval as a multi-year agreement pursuant to Section 612 of the Howard County Charter.

Term	Base Rent per square foot	Monthly Installment of the Annual Rent Based on 13,057 square feet	Annual Rent Based on 13,057 square feet
Year 1 (months October 1, 2025 – September 30, 2026)	\$12.75 per square foot	\$14,343.75	\$172,125.00
Year 2 (months October 1, 2026 – September 30, 2027)	\$13.13 per square foot	\$14,771.25	\$177,255.00

Representatives of this department will be present at the public hearing to answer any questions or concerns. If you require any further information concerning this matter or have any additional questions, please do not hesitate to contact me at your convenience.

cc: Jennifer Sager
File