

623
SUBMITTAL TO THE BOARD OF SUPERVISORS
COUNTY OF RIVERSIDE, STATE OF CALIFORNIA



FROM: Department of Facilities Management SUBMITTAL DATE: February 4, 2003

SUBJECT: LEASE AGREEMENT-DISTRICT ATTORNEY/RIVERSIDE CENTRE ASSOCIATES, L.P., 3403 TENTH STREET, SUITE 520, RIVERSIDE

RECOMMENDED MOTION: That the Board of Supervisors approve the attached Lease Agreement and authorize the Chairman to execute same on behalf of the County.

BACKGROUND: On October 22, 2002, the Board of Supervisors approved item 3.11 authorizing the Department of Facilities Management, Real Estate Division, to locate suitable office space for the offices of the District Attorney, Victim Witness Program, in the downtown Riverside area. The Real Estate Division issued a "Request For Proposal" and received submittals from area landlords. The Department of Facilities Management located approximately 3,773 square feet of rentable office space suitable for the requirements of the offices of the District Attorney, Victim Witness Program, at the above referenced address, and negotiated a lease with the landlord.

(Continued on Page 2)

MJS:SG:sh
8.101

Michael J. Sylvester
MICHAEL J. SYLVESTER, Director
Department of Facilities Management

FINANCIAL DATA:

CURRENT YEAR COST \$29,429
NET COUNTY COST \$ - 0 -

ANNUAL COST \$ 88,288
IN CURRENT YEAR BUDGET: Yes
BUDGET ADJUSTMENT: No FOR FY: 02/03

SOURCE OF FUNDS: 100% State Victim Claims Board (VCB) Funds

C.E.O. RECOMMENDATION:

APPROVE

County Executive Officer Signature *[Signature]*

339
Reviewed by
CIP TEAM
[Signature]

Policy
 Policy

Consent
 Consent

Department Recommendation:
Per Executive Office:

Prev. Agn. ref.

Dist. 2

AGENDA NO.

3.13

BOARD OF SUPERVISORS

Form 11: LEASE AGREEMENT—DISTRICT ATTORNEY/RIVERSIDE CENTRE ASSOCIATES,
L.P., 3403 TENTH STREET, SUITE 520, RIVERSIDE

February 4, 2003

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BACKGROUND: (Continued)

The Lease Agreement is summarized below:

Location: 3403 Tenth Street, Suite 520, Riverside

Size: Approximately 3,773 square feet.

Term: Five (5) years.

Rent: \$1.95 per square foot.
\$7,357.35 per month.
\$88,288.20 per year.

Parking Expense: 12 parking spaces to be located in the County free parking lot.
County parking spaces in close proximity to premises and sufficient for
County needs.

Rental Adjustments: Rent to be increased by three percent (3%) annually.

Improvement Costs: Included in rent.

Right to Terminate: County has the right to terminate this Lease with sixty (60) days
advanced notice to Lessor for loss of department funding, provided
County pays Lessor for any unpaid improvements as set for in Exhibit
"K".

Support Services: Lessor provides interior/exterior maintenance.

Custodial: Lessor provides.

Utilities: County pays telephone charges. Lessor pays all other utilities.

Data/Communications
Costs. \$38,600.

Market Data: Facilities Management has researched rental rates for Class A office
buildings in the downtown Riverside area. We found three additional
Class A buildings with available office space. There were no County or
City parking facilities in close proximity to these buildings. The asking
rates on these buildings are as follows:

3801 University Avenue	\$1.95 per square foot plus parking
3750 University Avenue	\$1.95 per square foot plus parking
3880 Lemon Street	\$2.15 per square foot plus parking

The Lease Agreement has been approved as to form by County Counsel.