

845

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



FROM: Director of Mental Health

SUBMITTAL DATE: July 23, 2003

SUBJECT: IN-PRINCIPLE APPROVAL FOR NEW LEASED SPACE, DEPARTMENT OF MENTAL HEALTH, WESTERN REGION ADULT (District 1)

RECOMMENDED MOTION: Move that the Board of Supervisors authorize, in-principle, the County Leasing Officer to seek office space and negotiate a full-service, five-year lease for approximately 20,000 square feet in the Riverside area.

BACKGROUND: The Department of Mental Health must relocate Western Region Adult staff to new office space in the Riverside area.

Continued on next page . . .

Reviewed by
CIP TEAM


John J. Ryan, Director
Department of Mental Health

JJR:RE

FINANCIAL DATA: FY 03/04

CURRENT YEAR COST: N/A

ANNUAL COST: N/A

NET COUNTY COST: N/A

IN CURRENT YEAR BUDGET: YES

BUDGET ADJUSTMENT: NO

SOURCE OF FUNDS: Medi-Cal – 24.7%, Third Party – 1.2%, Federal – 3.1%, Realignment – 22.6%, County Funds – 4.0%, State – 44.4%

C.E.O. RECOMMENDATION:

APPROVE



County Executive Officer Signature

Department Recommendation: Policy Policy
 Consent Consent
Per Executive Office:

SUBJECT: IN-PRINCIPLE APPROVAL FOR NEW LEASED SPACE, DEPARTMENT OF MENTAL HEALTH, WESTERN REGION ADULT (District 1)

BACKGROUND (Continued):

Presently, there are five (5) Western Adult programs housed in the Spruce Street building: Crisis Outpatient, Continuing Community Care – Central, Benefits Unit, Western Adult Administration, and Older Adults Program. Over the past years of leasing this facility, DOMH has experienced various problems with the facility. On every occasion that it has rained, the roof has leaked in numerous locations. This has caused water damage to County equipment as well as inconvenienced staff due to the inability to use the equipment. There have also been reoccurring problems in regards to the general maintenance of the building including poor response and insufficient repairs. Consequently, the Spruce Street facility no longer meets the requirements of these programs and new space is required to relocate the staff.

The staff relocating to the Riverside area will provide outpatient services including crisis intervention, brief therapeutic services, case management, medication – only services, and services to mentally ill adults sixty years or older. Additionally, the administrative staff of the Western Adult Region and the Benefits Unit, which offers financial aid counseling and assistance in applying for aid to Western's clients, will be housed in the new facility. The Department will need approximately 20,000 square feet of space to house sixty-five (65) staff persons and their related files. Additionally, furniture will need to be purchased.

Estimated relocation costs are: Moving \$6,500, Data/Communications \$95,000, Systems Furniture \$57,500, Other Furniture \$9,000, Panic Alarms \$5,000, and \$6,000 for four Keyless Entry Systems.

There are sufficient funds in the Department of Mental Health FY 03/04 budget to fund this lease acquisition. No additional County funds are required.