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437

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



**FROM:** Department of Facilities Management

**SUBMITTAL DATE:**  
June 30, 2004

**SUBJECT:** NEW LEASE – DEPARTMENT OF PUBLIC SOCIAL SERVICES/D.D. BAINBRIDGE, LLC, 547-561 SAN JACINTO STREET, HEMET

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

**BACKGROUND:** On April, 22 2003, the Board of Supervisors approved item 3.15 authorizing the Department of Facilities Management, Real Estate Division, to locate suitable office space for the Department of Public Social Services, Child Protective Services, in the Hemet area. Child Protective Services has reached its occupied maximum capacity at the existing facility and expansion of their office space is necessary to accommodate the increase in staff and to continue servicing closer to the concentration of Mid-County clients. The Real Estate Division issued a "Request For Proposal" and received submittals from area landlords. The Real Estate Division located approximately 17,600 square feet of office space for the Department of Public Social Services, Child Protective Services, and negotiated a lease with the landlord.  
(Continued on Page 2)

*Gary Chinton*  
Reviewed by  
CIP TEAM  
Departmental Concurrence

MICHAEL J. SYLVESTER, Director  
Department of Facilities Management

MJS:SG:db  
9.047

<b>FINANCIAL DATA</b>	Current F.Y. Total Cost:	\$602,558	In Current Year Budget:	Yes
	Current F.Y. Net County Cost:	\$32,538	Budget Adjustment:	No
	Annual Net County Cost:	\$37,095	For Fiscal Year:	04/05

<b>SOURCE OF FUNDS:</b> Federal 55.3% State 36.3% County 3.9% Realign 4.5%	<b>Positions To Be Deleted Per A-30</b>	<input type="checkbox"/>
	<b>Requires 4/5 Vote</b>	<input type="checkbox"/>

**C.E.O. RECOMMENDATION:** **APPROVE**

**County Executive Office Signature**

Dept's Recomm.:  Consent  Policy  
Per Exec. Ofc.:  Consent  Policy

**Prev. Agn. Ref.:** **District: 3** **Agenda Number:**

**ATTACHMENTS FILED  
WITH THE CLERK OF THE BOARD**

3.18

BOARD OF SUPERVISORS

Form 11: NEW LEASE – DEPARTMENT OF PUBLIC SOCIAL SERVICES/D.D. BAINBRIDGE, LLC, 547-561 SAN JACINTO STREET, HEMET

June 30, 2004

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**BACKGROUND:** (Continued)

The attached Lease Agreement is summarized below:

Lessor:	D.D. Bainbridge, LLC 11150 Olympic Blvd., Suite 840 Los Angeles, California
Premises Location:	547 – 561 San Jacinto Street, Hemet, California
Size:	17,600 square feet.
Term:	Ten (10) years, commencing upon completion of improvements.
Rent:	\$1.11 per square foot modified gross. \$19,536.14 per month. \$234,432 per year.
Rent Adjustments:	4% per year, during the lease term.
Utilities:	County pays for electricity and telephone services.
Custodial Services:	Lessor responsible for Custodial Services.
Interior/Exterior Maintenance:	Lessor responsible for Interior/Exterior Maintenance.
Parking:	Sufficient to meet County requirements.
Improvements:	Full Tenant Improvement build-out including lobby, interview rooms, offices, conference room, open workstation area, break room, computer/data room, and restrooms.
Cost of Improvements:	County to pay the cost of improvements in the amount of \$1,338,807.31, including a ten percent (10%) contingency, in three (3) equal installments of \$446,269.10 over three (3) years during the lease term. First payment to be made on or before 6/30/05.
Option to Terminate:	Option to terminate after two years with 180 days advanced notice to Lessor. County to pay for any unamortized costs.
Information Technology Cost:	\$153,650.

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BOARD OF SUPERVISORS

Form 11: NEW LEASE – DEPARTMENT OF PUBLIC SOCIAL SERVICES/D.D. BAINBRIDGE,  
LLC, 547-561 SAN JACINTO STREET, HEMET

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**BACKGROUND:** (Continued)

Facilities Management has researched rental rates for competitive space in the Hemet area and located the following competitive properties:

1005 N. State Street, Hemet	\$1.25 per square foot modified gross.
Florida Ave. West of Crawston	\$1.80 per square foot modified gross.

The attached Lease Agreement was approved as to form by County Counsel.