

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



732

FROM: DEPT. OF PUBLIC SOCIAL SERVICES

SUBMITTAL DATE:
12/16/04

SUBJECT: APPROVAL IN PRINCIPLE TO LEASE A FACILITY FOR THE NEW IN-HOME SUPPORTIVE SERVICES (IHSS) PUBLIC AUTHORITY

RECOMMENDED MOTION: That the Board of Supervisors authorize the Riverside County Department of Facilities Management to locate adequate office space for lease in the Riverside/Moreno Valley area to accommodate the Riverside County In-Home Supportive Services Public Authority staff that support the newly created Public Authority.

BACKGROUND: The Riverside County In-Home Supportive Services Public Authority is a State mandated program under the auspices of AB 1682. Program responsibilities include the development of a registry of independent providers from which recipients of IHSS services can select and serve as Employer of Record for In-Home Supportive Services Independent Providers. The Riverside County In-Home Supportive Services Public Authority will also provide training and conflict resolution for clients and independent providers.

The staff will require between 6,000 and 8,125 square feet of office area over the next five years including space for public area, circulation, lobby, and a combined training/conference room. The estimated total project cost is \$426,000. Sufficient funding is budgeted to support this new facility.

Susan Loew

Susan Loew, Interim Director

FINANCIAL DATA	Current F.Y. Total Cost:	\$ N/A	In Current Year Budget:	N/A
	Current F.Y. Net County Cost:	\$ N/A	Budget Adjustment:	N/A
	Annual Net County Cost:	\$ N/A	For Fiscal Year:	FY 04/05

SOURCE OF FUNDS: Not applicable	Positions To Be Deleted Per A-30	<input type="checkbox"/>
	Requires 4/5 Vote	<input type="checkbox"/>

C.E.O. RECOMMENDATION:

APPROVE

Dan Martinez

County Executive Office Signature

COUNTY OF RIVERSIDE
02 JAN -3 PM 2:00
OFFICE EXECUTIVE

COUNTY OF RIVERSIDE
02 DEC 15 AM 10:28
OFFICE EXECUTIVE

- Policy
 - Policy
 - Consent
 - Consent
- Dep't Recomm.:
Per Exec. Ofc.:

Prev. Agn. Ref.:

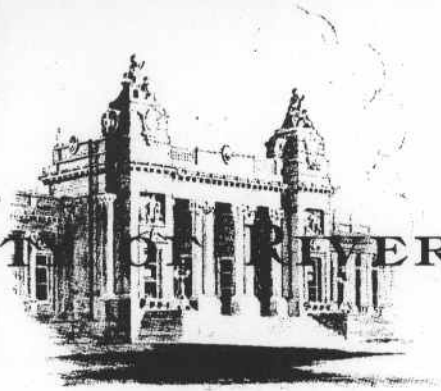
District: 1 or 5

Agenda Number:

3.18

Reviewed by
 CIP TEAM
 Mary M. Christensen

COUNTY OF RIVERSIDE



FACILITIES MANAGEMENT

MICHAEL J. SYLVESTER
DIRECTOR

DESIGN & CONSTRUCTION
REAL ESTATE
MAINTENANCE
CUSTODIAL

ENDORSEMENT Department of Public Social Services Leased Space in the County of Riverside

The Department of Facilities Management concurs with this request from the Department of Public Social Services to procure leased space. Approximately 8,125 total square feet of office space is requested for an office location in the Riverside/Moreno Valley area for their In-Home Supportive Services (IHSS) Public Authority. There is no County-owned space available. This request meets County space standards.

The information listed below is used as an estimate in determining this endorsement:

Lead Time:	Six (6) months to one (1) year.
Square Footage:	6,000 – 8,125 square Feet.
Term:	A minimum of Five (5) years
Lease Rate:	To be negotiated.
Utilities:	Electrical and telephone to be paid by County, Lessor to pay all others.
Custodial:	Included in monthly rent.
Interior/Exterior Maintenance:	Included in monthly rent.
Tenant Improvements:	To be negotiated.
Comm/Data:	To be determined.


MICHAEL J. SYLVESTER, Director
Department of Facilities Management

HR:ss
12/27/04