

2/10/5

517



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

FROM: Department of Public Social Services

SUBMITTAL DATE:
February 7, 2005

SUBJECT: APPROVAL IN PRINCIPLE FOR VARIOUS SITES FOR THE
DEPARTMENT OF PUBLIC SOCIAL SERVICES

RECOMMENDED MOTION: That the Department of Facilities Management be authorized to locate adequate sites in various cities of Riverside County for Department of Public Social Services' (DPSS) Self-Sufficiency programs.

BACKGROUND: DPSS Self-Sufficiency staff are currently located in a variety of locations throughout the County. The Department has determined that in order to meet rapidly growing community needs, larger offices must be established in various cities to provide proper services to the public.

Continued on Page 2...

Susan Loew
Susan Loew, Interim Director

**FINANCIAL
DATA**

Current F.Y. Total Cost: \$
Current F.Y. Net County Cost: \$
Annual Net County Cost: \$

In Current Year Budget:
Budget Adjustment:
For Fiscal Year:

SOURCE OF FUNDS:

Positions To Be Deleted Per A-30
Requires 4/5 Vote

C.E.O. RECOMMENDATION:

APPROVE

County Executive Office Signature

Dan Marting

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

COUNTY OF RIVERSIDE
OFFICE EXECUTIVE
RECEIVED RIVERSIDE COUNTY

Prev. Agn. Ref.:

District: 1,2,5

Agenda Number:

3.17

**SUBJECT: APPROVAL IN PRINCIPLE FOR VARIOUS SITES FOR THE
DEPARTMENT OF PUBLIC SOCIAL SERVICES**

BACKGROUND: (continued)

As the Department continues to grow and current leases for facilities located in Norco, Perris and Lake Elsinore expire, we will seek locations which enable us to consolidate facilities while allowing customers to receive services as conveniently as possible.

The current square footage, cost per square foot, and lease expiration for Norco, Perris, and Lake Elsinore are as follows:

Norco 18,885 square feet at \$1.81 per sq. ft.
Lease Expiration 2/28/07

Perris TAMD 18,130 square feet at \$1.57 per sq. ft.
Lease Expiration 12/31/06

Perris GAIN 9,970 square feet at \$1.13 per sq. ft.
Lease Expiration 4/30/06

Lake Elsinore 25,353 square feet at \$1.79 per sq. ft.
Lease Expiration 6/30/07

To further this approach, it is recommended that approximately 104,431 square feet of office space, with necessary parking, be provided. This amount represents an additional 32,093 square feet above the current space occupied within these communities. Of the 32,093 square feet, the current Perris GAIN location immediately needs to expand by approximately 728 square feet at a cost of \$1.13 per sq. ft. Also, Tenant Improvement costs are estimated at \$211,250.

Due to a scarcity of offices, we anticipate build-to-suit situations in these communities. The proposed square footage and cost per square foot for Norco/Corona, Perris Self-Sufficiency, and Lake Elsinore are as follows:

Norco/Corona 32,706 square feet at \$1.81 per sq. ft.
Projected budget \$3.1 million

Perris Self-Sufficiency 36,725 square feet at \$1.70 per sq. ft.
Projected budget \$2.6 million

Lake Elsinore 35,000 square feet at \$1.79 per sq. ft.
Projected budget \$3.1 million

Once the Department selects appropriate sites, a lease agreement for each site will be submitted for Board approval. Sufficient funds have been allocated by the State to cover lease payments, communications equipment, systems furniture, moving costs, telephone and data wiring, data processing equipment, and State Data systems (C-IV) wiring equipment. No additional County funds are requested beyond the 2% in the Department's Budget.



COUNTY OF RIVERSIDE

Department of Facilities Management

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Michael J. Sylvester
Director

Timothy L. Miller
Assistant Director

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 in the cities of Lake Elsinore, Norco, and Perris. Given the size of the offices and the current real estate market, these projects will most likely require build to suit construction with significant lead time.

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

Lead Time:	Twelve (12) to eighteen (18) months.
Square Footage:	104,431 square feet total.
Term:	A minimum of ten (10) years.
Lease Rate:	To be negotiated.
Utilities:	Electrical and telephone to be paid by County, Lessor to pay for all others.
Custodial:	Included in monthly rent.
Interior/Exterior Maintenance:	Included in monthly rent.
Tenant Improvements:	To be negotiated.
Voice/Data:	To be determined.



MICHAEL J. SYLVESTER, Director
Department of Facilities Management

HHR:db
2/25/05
9.367