

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

769



**FROM:** Economic Development Agency

**SUBMITTAL DATE:**  
September 1, 2005

**SUBJECT:** Approval in Principle to seek leased office space in the City of Riverside.

**RECOMMENDED MOTION:** That the Board of Supervisors:

1. Authorize the Economic Development Agency (EDA) to seek and negotiate for adequate and appropriate lease space; and
2. Authorize EDA to work with Facilities Management to place another County Department in the existing EDA Facility located at 3525 14<sup>th</sup> Street.

**BACKGROUND:** The Economic Development Agency is in need of additional space to accommodate growth that has occurred in recent years.

An Architectural Program was developed by the County of Riverside Department of Facilities Management, Real Estate Division in 2003. The program determined a minimum of 28,000 square feet of office space is required to accommodate EDA staff. At that time EDA was housed in a 20,000 square foot building located at 3525 14<sup>th</sup> Street, Riverside. (Continued on page 2)

*Robin Zimpfer*

RZ:DL:TE:AMV:REW:kh

Robin Zimpfer  
Assistant County Executive Officer/EDA

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<b>FINANCIAL DATA</b>	Current F.Y. Total Cost:	\$ 0	In Current Year Budget:	Yes
	Current F.Y. Net County Cost:	\$ 0	Budget Adjustment:	No
	Annual Net County Cost:	\$ 0	For Fiscal Year:	05/06

**COMPANION ITEM ON BOARD OF DIRECTORS AGENDA:** No

<b>SOURCE OF FUNDS:</b> N/A	<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** *Bhonda King*

- Policy
- Policy
- Consent
- Consent

Dep't Recomm.:  
Per Exec. Ofc.:

<b>Prev. Agn. Ref.:</b>	<b>District:</b> 2	<b>Agenda Number:</b>
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**3.20**

Mary Clinton  
Reviewed by  
CIP TEAM

Departmental Concurrence

COMMITTEE OF DIRECTORS  
02 FEB -5 AM 10:28

OFFICE  
EXT 1145

SEP 26 -1 AM 15:35  
COUNTY OF RIVERSIDE

**BACKGROUND:** (continued)

Due to a lack of adequate office lease space in the City of Riverside in 2003, EDA determined that the only option was to remodel and expand the 14<sup>th</sup> Street site. The proposed expansion included enclosing a portion of the ground level parking under the second floor and converting it to office space. The expansion triggered the requirement to complete substantial earthquake retrofit work. Preliminary costs were obtained for the construction and budgeted accordingly.

To accommodate the remodel and expansion of the 14<sup>th</sup> Street building, EDA staff were temporarily moved into multiple existing EDA locations including the Housing Authority on Arlington Avenue in Riverside, the Workforce Development Center located on Spruce Street in Riverside, the French Valley Airport, and the Hemet One Stop located on State Street in Hemet.

The project was designed and bid out; however, bids came in higher than budgeted due to current market conditions. Additionally, the office lease market has expanded capacity with several office buildings currently under construction coming available in the next year.

Based on current market conditions, EDA could lease office space rather than remodel and expand the 14<sup>th</sup> Street building at a saving of approximately \$275,000 the first year. Additionally, leasing space would provide EDA with the ability to expand or reduce in size according to economic conditions, and free up much needed downtown space for other County departments. Other County departments have shown an interest in the 14<sup>th</sup> Street building and EDA is working with the Executive Office and CIP team to back fill this building if approval is granted.

Funds for Information Technology and systems furniture that were allocated for the 14<sup>th</sup> street renovations will be used for the new leased space.

No County general funds will be used.