

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

411



FROM: Community Health Agency,
Department of Public Health

SUBMITTAL DATE:
October 13, 2006

SUBJECT: In-Principle approval to seek leased space in the Temecula/Murrieta area for the Department of Public Health, Women, Infant and Children (WIC) Supplemental Nutrition Program, Maternal Child Adolescent Health, Public Health Nursing and Family Planning.

RECOMMENDED MOTION:

That the Board of Supervisors grant in-principle approval to the Community Health Agency to seek leased space in the Temecula/Murrieta area for the Department of Public Health, Women Infants and Children (WIC) Supplemental Nutrition Program, Maternal Child Adolescent Health, Public Health Nursing and Family Planning.

BACKGROUND: The Community Health Agency, Department of Public Health is interested in acquiring 3500 to 4175 square feet. The WIC program is interested in 3000 to 3500 square feet and 675 square feet is needed for the other Public Health programs. Areas of interest are Temecula, Murrieta or Menifee. Our current Temecula Clinic is unable to accommodate the WIC caseload growth in this region of the county. The new site will provide additional space to serve 3,000 WIC participants and provide room for the other programs growing need.

(Continued)

GH:nw

Susan D. Harrington
Susan Harrington
Director, Department of Public Health

FINANCIAL DATA	Current F.Y. Total Cost:	\$ 73,710	In Current Year Budget:	YES
	Current F.Y. Net County Cost:	\$ 18,428	Budget Adjustment:	NO
	Annual Net County Cost:	\$ 31,590	For Fiscal Year:	06/07

SOURCE OF FUNDS: 75% Federal WIC funding and 25% County General Fund	Positions To Be Deleted Per A-30	<input type="checkbox"/>
	Requires 4/5 Vote	<input type="checkbox"/>

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

County Executive Office Signature *Debra Courneyer*

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

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

SUBJECT: In-Principle approval to seek leased space in the Temecula/Murrieta area for the Department of Public Health, Women, Infant and Children (WIC) Supplemental Nutrition Program, Maternal Child Adolescent Health, Public Health Nursing and Family Planning.

BACKGROUND: (continued)

The space requirements to meet Federal WIC program guidelines for security, safety and client confidentiality are as follows:

- a) Bus transportation services adjacent to the site.
- b) Dedicated parking for approximately 15 staff and 40 participants.
- c) Dedicated rooms for WIC certification, individual education/counseling and secured voucher/printer storage. These rooms will need to be secured by a lock available only to WIC.
- d) Dedicated group education space to accommodate 25-40 participants with children and strollers.
- e) Waiting area to accommodate 30-40 participants with children and strollers.
- f) Facility access for space is 5 days per week between the hours of 7:30 a.m. to 5:00 p.m., with potential for evening and week-end appointments.

FINANCIAL DATA

Current F.Y. Total Cost: 73,710

December 06 - June 07 **73,710**

7 months x 10,125 = **70,875**
Mgmt Fee Rate x 4%
 2,835

Rent	70,875
<u>Mgmt Fee Rate</u>	<u>2,835</u>
TOTAL	73,710



COUNTY OF RIVERSIDE

Department of Facilities Management

3133 Mission Inn Avenue
Riverside, California 92507-4199
(951) 955-4800
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Robert D. Field
Director

Timothy L. Miller
Assistant Director

ENDORSEMENT

Community Health Agency, Department of Public Health Leased Space in the Temecula, Murrieta or Menifee Area

The Department of Facilities Management concurs with this request from the Community Health Agency, Department of Public Health, for approximately 4,200 square feet of leased space in the Temecula, Murrieta or Menifee area. There is no County owned space available. This request meets County space standards.

The Community Health Agency, Department of Public Health, is interested in acquiring 3,000 to 3,500 square feet for the WIC program and 675 square feet for other Public Health Programs. The new site will provide additional space to serve 3,000 WIC participants currently located in the Temecula CAC, and provide room for the other programs growing needs.

The information listed below was used as an estimate in determining this Endorsement:

Lead Time:	Six months
Size:	4,200 square feet
Term:	Five (5) years
Lease Cost:	To be determined
Communication Cost/ Data Cost:	\$28,420.00
Utilities:	To be determined
Services:	To be determined

By: 

Robert Field, Director
Department of Facilities Management

MH:cm
10/25/06
10.359