

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

416



FROM: Community Health Agency,
Department of Public Health

SUBMITTAL DATE:

SUBJECT: In-Principle approval to seek leased space in Moreno Valley area for the Department of Public Health.

RECOMMENDED MOTION:

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

BACKGROUND: The Community Health Agency, Department of Public Health, Nutrition Services Branch, Maternal Child Adolescent Health and Family Planning are interested in relocating their current Moreno Valley site and would like to acquire 4500 square feet of space in the 92553 zip code area of Moreno Valley. The current Moreno Valley location is unable to accommodate the WIC caseload growth and the lease expires March 2, 2007. WIC will occupy 4200 square feet and the other Public Health programs will use the remaining 300 square feet. This site will provide services to over 5000 WIC participants. Based on GIS mapping of WIC participants the ideal location for establishing a WIC site is in the vicinity of Alessandro and Fredrick.

(Continued)

GH:nw

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

FINANCIAL DATA	Current F.Y. Total Cost:	\$ 66,730	In Current Year Budget:	YES
	Current F.Y. Net County Cost:	\$ 22,021	Budget Adjustment:	NO
	Annual Net County Cost:	\$ 27,799	For Fiscal Year:	06/07

SOURCE OF FUNDS: 66% Federal WIC funding and 33 % 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 Cournoyer*

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

0011EB S1 W11: 18
RECEIVED RIVERSIDE COUNTY

SUBJECT: In-Principle approval to seek leased space in Moreno Valley area for the Department of Public Health.

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 8 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 to 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

(Source: Facility Cost FY 06-07 10/01/06 – 9/30/07 spreadsheet)

Current F.Y. Total Cost: 66,730

July 06 – Feb 07 **38,649**

Current Sq Ft = 3383 (\$1.37/sqft)
8 months x 4,645.39 = **37,163**
Mgmt Fee Rate $\frac{x}{4\%}$
1,486.48

March 07 – June 07 **28,080**

Space 4500 sq ft (\$1.50/sq ft)
4 months x 6,750 = **27,000**
Mgmt Fee Rate $\frac{x}{4\%}$
1080.00

Rent 64,163.12
Mgmt Fee Rate 2,566.48

TOTAL 66,729.60

Annual Net County Cost @ 33%

Space 4500 sq ft (\$1.50/sq ft)
12 months x 6,750 = 81,000
Mgmt Fee Rate @4%= 3,240
TOTAL 84,240 @ 33% = **\$27,799**



COUNTY OF RIVERSIDE

Department of Facilities Management

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Riverside, California 92507-4199
(951) 955-4800
FAX (951) 955-9289

Robert D. Field
Director

Timothy L. Miller
Assistant Director

ENDORSEMENT

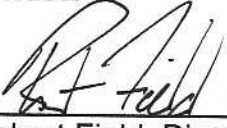
Community Health Agency, Department of Public Health Leased Space in the Moreno Valley Area

The Department of Facilities Management concurs with this request from the Community Health Agency, Department of Public Health, for approximately 4,500 square feet of leased space in the Moreno Valley area. There is no County owned space available. This request meets County space standards.

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

Lead Time:	Six months
Size:	4,500 square feet
Term:	Five (5) years
Lease Cost:	To be determined
Communication Cost/ Data Cost:	\$37,200.00
Utilities:	County pays electric and landlord pays for all other utilities.
Services:	Landlord provides.

By: _____


Robert Field, Director
Department of Facilities Management

MH:ss
1/24/07
MV053
10.645