

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

714



**FROM:** Human Resources Dept.

**SUBMITTAL DATE:**  
January 18, 2007

**SUBJECT:** In-Principle Approval to Seek Additional Leased Space at 3880 Lemon Street, Riverside, CA

**RECOMMENDED MOTION:** That the Board of Supervisors grant in-principle approval to seek additional leased space in the Riverside area for the Human Resources Department.

**BACKGROUND:** The Human Resources Department is requesting an expansion of the current leased space at 3880 Lemon Street for an additional 3,500 square feet of space. With the rapid growth in the County's workforce, the Department's workload has grown in the area of Workers Compensation caseloads. We are also implementing Utilization Review for Workers' Compensation claims, and expanding the Disability and Leave Management program.

The benefits services are charged through premiums and each of the services are funded through Internal Service Funds (ISF), and will not require increases to the general Human Resources rate charged to departments.

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Ronald W. Komers  
Asst. County Executive Officer/Human Resources Dir.

<b>FINANCIAL DATA</b>	Current F.Y. Total Cost:	\$ 0	In Current Year Budget:
	Current F.Y. Net County Cost:	\$ 0	Budget Adjustment:
	Annual Net County Cost:	\$ 0	For Fiscal Year: 2006/07

<b>SOURCE OF FUNDS:</b> 46100-11308-00000-526700	<b>Positions To Be Deleted Per A-30</b> <input type="checkbox"/>
Workers' Compensation, Service Fees	<b>Requires 4/5 Vote</b> <input type="checkbox"/>

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

**APPROVE**

**County Executive Office Signature**

\_\_\_\_\_  
*[Signature]*

- Policy
- Consent
- Policy
- Consent

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

**Prev. Agn. Ref.:** \_\_\_\_\_ **District:** \_\_\_\_\_ **Agenda Number:** \_\_\_\_\_



# COUNTY OF RIVERSIDE

## Department of Facilities Management

3133 Mission Inn Avenue  
Riverside, California 92507-4199  
(951) 955-4800  
FAX (951) 955-9289

Robert D. Field  
Director

Timothy L. Miller  
Assistant Director

### ENDORSEMENT Human Resources Department Leased Space in Riverside

The Department of Facilities Management concurs with this request from the Human Resources Department for 3,500 square feet of leased space in Riverside. There is no County owned space available meeting this requirement. This request meets County space standards.

The information listed below summarizes the requirements provided by the Human Resources Department:

Lead Time:	Six Months
Size:	3,500 square feet
Term:	Five years
Lease Cost:	\$2.30 per square foot
RCIT Costs:	\$44,000.00
Utilities:	County pays for telephone service, Lessor to provide all other utilities.
Services:	Lessor to provide maintenance and custodial.

By:   
Robert Field, Director  
Department of Facilities Management

TW:ss  
2/15/07  
RV348  
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