

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

809



FROM: Human Resources Department

SUBMITTAL DATE:
February 20, 2007

SUBJECT: In-Principle Approval to add additional space to existing lease for space located at 1111 Spruce Street for the Human Resources Department.

RECOMMENDED MOTION: That the Board of Supervisors grant in-principle approval to seek an additional 11,900 square feet of leased space in Riverside.

BACKGROUND: The Human Resources Department requires additional space for service expansion due to the overall growth in the County and the needed support staff being hired. The department also needs storage space to accommodate the new Occupational Health & Wellness Services offered at the Spruce Street location. In addition, this space would also add classrooms for The Center for Government Excellence and conference rooms for the Employee Relations Division to conduct arbitration hearings. No additional charges will be needed in the Human Resources annual rate.

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

| | | | | |
|---|-------------------------------|------------|-------------------------|---|
| FINANCIAL DATA | Current F.Y. Total Cost: | \$ 24,514 | In Current Year Budget: | No |
| | Current F.Y. Net County Cost: | \$ 24,514 | Budget Adjustment: | No |
| | Annual Net County Cost: | \$ 147,084 | For Fiscal Year: | 2006-07 |
| SOURCE OF FUNDS: 10000-11301-00000-526700 and using HR I.S.F. budgets. | | | | 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

- Consent
- Policy
- Consent
- Policy

Dept Recomm.:
Per Exec. Ofc.:

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

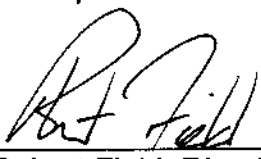


ENDORSEMENT
Human Resources Department
Leased Space in Riverside

The Department of Facilities Management concurs with this request from the Human Resources Department for 12,000 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: | 12,000 square feet |
| Term: | Three years |
| Lease Cost: | \$1.15 per square foot |
| RCIT Costs: | \$57,800.00 |
| Utilities: | County pays for electric and telephone. Lessor pays all other utilities. |
| Services: | Lessor to provide maintenance and custodial. |

By: 

Robert Field, Director
Department of Facilities Management

TW:cm
3/05/07
RV302
10.734