

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

971



FROM: PROBATION DEPARTMENT

SUBMITTAL DATE:
March 27, 2007

SUBJECT: In-Principle Approval for Leased Space in Indio

RECOMMENDED MOTION: That the Board of Supervisors authorize the Department of Facilities Management Real Estate Division to transfer responsibility for an existing 10-year lease at 47940 Arabia Street to the Probation Department.

BACKGROUND: The Probation Department submitted a request with detailed justification through the annual call – capital improvement program - needs list to consolidate the adult and juvenile field services for the desert region into one location in Indio. Returning the division into its original configuration will better utilize resources and streamline service to our clients. The Department of Facilities Management has informed Probation that an existing leased facility with a total square footage of 15,000 square feet is available for immediate occupancy. Currently the adult field services office (28 employees) occupies 4,948 square feet in the basement of the County Administrative Center (CAC) located at 82-675 Highway 111. The juvenile field services office (28 employees) occupies 3,100 square feet at 47-671 Oasis Street. The current space in both offices totals 8,048 sq. ft. and is inadequate for 57 employees and other client related space needs. The immediate availability of this leased space will meet our current needs and accommodate the growth of this division. The Probation Department has been working with the Executive Office to ensure that adequate funding is available to cover the department's capital project needs.

Alan M. Crogan, Chief Probation Officer

FINANCIAL DATA	Current F.Y. Total Cost:	\$ N/A	In Current Year Budget:	No
	Current F.Y. Net County Cost:	\$ N/A	Budget Adjustment:	No
	Annual Net County Cost:	\$ N/A	For Fiscal Year:	2006/07

SOURCE OF FUNDS: Probation Department Designated Fund Balance.	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

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

Prev. Agn. Ref.: _____ | District: 4 | Agenda Number: _____

3.22

Reviewed by _____
CIP TEAM



ENDORSEMENT

Probation Department Leased Space in Indio

The Department of Facilities Management concurs with this request for 15,000 square feet of office space in Indio. There is no County owned space available meeting this requirement. This request meets County space standards.

The information listed below summarizes the requirements for this Endorsement:

Lead Time:	Four months
Size:	15,000 square feet
Term:	Ten (10) years
Lease Cost:	Estimated at \$1.77 per square foot
RCIT Estimate:	\$141,000
Services:	Landlord provides maintenance and custodial.
Utilities:	County provides.

By: 
Robert Field, Director
Department of Facilities Management

SE:ss
3/8/07

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