

007-05-100

937

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



**FROM:** Department of Facilities Management

**SUBMITTAL DATE:**  
May 24, 2007

**SUBJECT:** In-Principle Approval for Leased Space

**RECOMMENDED MOTION:** That the Board of Supervisors authorize the Department of Facilities Management to locate approximately 13,000 square feet of office space in Indio and negotiate a full service, five year lease.

**BACKGROUND:** The Department of Facilities Management requests that the Board of Supervisors provide In-Principle approval to the Department's Real Estate Division to locate suitable office space of 5,000± square feet for the Agricultural Commissioner's Office and 8,000± square feet for Cooperative Extension in Indio. The two departments currently occupy space in the Indio County Administrative Center (CAC), which is slated to become offices for court related departments. Both departments provide services throughout the Coachella Valley and need to be centrally located; Indio meets this location requirement.

RF:SE:pa  
10.956

Robert Field, Director  
Department of Facilities Management

<b>FINANCIAL DATA</b>	<b>Current F.Y. Total Cost:</b>	\$ N/A	<b>In Current Year Budget:</b>	Yes
	<b>Current F.Y. Net County Cost:</b>	\$ N/A	<b>Budget Adjustment:</b>	No
	<b>Annual Net County Cost:</b>	\$ N/A	<b>For Fiscal Year:</b>	06/07

<b>SOURCE OF FUNDS:</b> General Fund		<b>Positions To Be Deleted Per A-30</b>	<input type="checkbox"/>
		<b>Requires 4/5 Vote</b>	<input type="checkbox"/>

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

BY: Jennifer L. Sargent

County Executive Office Signature

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



## ENDORSEMENT

Agricultural Commissioner's Office and Cooperative Extension  
Leased Space in Indio

The Department of Facilities Management concurs with this request for 5,000 square feet of office space for the Agricultural Commissioner's Office and 8,000 square feet for Cooperative Extension in Indio. There is no county space available meeting the departments' requirements. This request meets county space standards

The information listed below summarizes the requirements for this Endorsement:

Lead Time:	Six Months
Size:	13,000 square feet
Lease Cost:	To Be Determined
RCIT Estimate:	Agricultural Commissioner's Office \$ 43,500.00
	Cooperative Extension \$ 38,200.00
	RCIT incurred start-up costs \$ <u>28,600.00</u>
	Total Estimate \$110,300.00

Services: Provided by Landlord

By: Robert Field  
Robert Field, Director  
Department of Facilities Management