

FISCAL PROCEDURES APPROVED
 ROBERT E. BYRD, AUDITOR-CONTROLLER
 BY: *[Signature]* 4/2/08
 SUSANA GARCIA-BOCANEGRA

807



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

FROM: Department of Facilities Management

SUBMITTAL DATE:
 March 24, 2008

SUBJECT: Second Amendment to Lease – Community Health Agency, Blythe

RECOMMENDED MOTION: That the Board of Supervisors:

1. Ratify the attached Second Amendment to Lease and authorize the Chairman of the Board to execute the same on behalf of the County; and
2. Authorize the Auditor-Controller to adjust the FY 2007/08 budget for Facilities Management's budget as set out on Schedule A.

BACKGROUND: (Commences on Page 2)

[Signature of Robert Field]

Robert Field, Director
 Department of Facilities Management

RF:CC:pa
 11.593/2008.02.319

| | | | | |
|-----------------------|--------------------------------------|----------|--------------------------------|-----------|
| FINANCIAL DATA | Current F.Y. Total Cost: | \$17,248 | In Current Year Budget: | Partially |
| | Current F.Y. Net County Cost: | \$ 6,899 | Budget Adjustment: | Yes |
| | Annual Net County Cost: | \$14,181 | For Fiscal Year: | 07/08 |

| | | |
|---|---|-------------------------------------|
| SOURCE OF FUNDS: Federal 60%; General Fund 40% | Positions To Be Deleted Per A-30 | <input type="checkbox"/> |
| | Requires 4/5 Vote | <input checked="" type="checkbox"/> |

C.E.O. RECOMMENDATION:

APPROVE

BY: *[Signature of Jennifer L. Sargent]*
 Jennifer L. Sargent

County Executive Office Signature

Policy
 Policy

Consent
 Consent

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

Prev. Agn. Ref.: 6/18/96, #3.25 | District: 4 | Agenda Number: 3.34

ATTACHMENTS FILED
 WITH THE CLERK OF THE BOARD

3.14

FORM APPROVED COUNTY COUNSEL
 BY: *[Signature]* 4/01/08
 GORDON V. WOO
 DATE: 4/01/08
 Departmental Concurrence

BACKGROUND: On January 10, 1997, the County of Riverside entered into a lease for 1,845 square feet located at 1293 West Hobson Way, Blythe. The office is occupied by the Community Health Agency's, Women's, Infants, and Children Program (WIC) and Public Health Nursing. This facility continues to meet the location and space requirements for these programs. The Second Amendment to Lease extends the term of the lease an additional five (5) years, as described in Exhibit B.

Location: 1293 West Hobson Way
Blythe, California 92225

Lessor: Desert Alliance for Community Empowerment
53-990 Enterprise Way, Suite 1
Coachella, California 92236

Size: Approximately 1,845 square feet.

Term: Sixty (60) months commencing January 10, 2008 and terminating on January 9, 2013.

| | | |
|-------|-----------------------|-----------------------|
| Rent: | <u>Current</u> | <u>New</u> |
| | \$ 1.30 per sq. ft. | \$ 1.38 per sq. ft. |
| | \$ 2,397.75 per month | \$ 2,546.10 per month |
| | \$28,773.00 per year | \$30,553.20 per year |

Rent Adjustments: 3% annually on February 1st (the anniversary date).

Utilities: County pays phone and electric. Lessor pays other utilities.

Interior/Exterior
Maintenance: Provided by Lessor.

| | | |
|--------------|---------------------------|--------|
| Market Data: | 1287 W. Hobson Way | \$1.42 |
| | 1297 W. Hobson Way | \$1.43 |
| | 1225 & 1267 W. Hobson Way | \$1.26 |

The attached Second Amendment to Lease has been reviewed and approved by County Counsel as to legal form.

FINANCIAL DATA: All associated costs for this Second Amendment to Lease will be fully funded through the Federal and Community Health Agency budget. Community Health Agency has budgeted for these costs in FY2007/08; however Facilities Management requires a budget adjustment to its FY2007/08 budget to cover related transactional costs with the property owner, as well as ongoing utility costs. While Facilities Management will front the costs for this amendment with the property owner, Community Health Agency will reimburse Facilities Management for all associated lease costs.

Schedule A

Increase Appropriations:

| | |
|---|------------|
| 10000-7200400000-526700 - ✓Rent/Lease Buildings | \$15,277 |
| 10000-7200600000-529540 - ✓Utilities | \$1,328 |
| 10000-7200400000-572500 - ✓Intra – Leases | (\$15,277) |
| 10000-7200600000-573800 - ✓Intra - Utilities | (\$1,328) |

Exhibit B

Community Health Agency Lease Cost Analysis for FY 2007/08 1293 West Hobson Way, Blythe, California

Total Proposed Square Footage to be Leased:

Current Office: 1,845 SQFT

Total Square Footage: 1,845 SQFT

Cost per Square Foot: \$ 1.38

Additional Lease Cost per Month (January 1, 2008 - June 30, 2008) \$ 15,277 ✓
Total Estimated Lease Cost for FY 2007/08 \$ 15,277

Estimated Utility Costs:

Utility Cost per Square Foot \$ 0.12

Additional Estimated Utility Costs (January 1, 2008 - June 30, 2008) \$ 1,328 ✓

Tenant Improvement Costs for Expansion Space: \$ -

RCIT Improvements: \$ -

FM Lease Management Fee (Based @ 4.21%) \$ 643 ✓

Total Estimated Lease Cost FY 2007/08: \$ 17,248

Current FY Net County Cost at 40% \$ 6,899 ✓

Exhibit B

Community Health Agency Lease Cost Analysis for FY 2008/09 1293 West Hobson Way, Blythe, California

Current Square Feet Occupied:

Office: 1,845 SQFT
Cost per Square Foot: \$ 1.38

| | | |
|---|--------------------|--|
| Estimated Lease Cost Per Month (July 1, 2008 - June 30, 2009) | \$ 30,553 ✓ | |
| Annual Increase 3% | \$ 917 ✓ | |
| Estimated Lease Cost (July 1, 2008 - June 30, 2009) | \$ 31,470 ✓ | |

Estimated Utility Costs:

Utility Cost per Square Foot \$ 0.12

| | | |
|--|--------------------|--|
| Estimated Utility Costs (July 1, 2008 - June 30, 2009) | \$ 2,657 ✓ | |
| FM Lease Management Fee (Based @ 4.21%) | \$ 1,325 ✓ | |
| Total Estimated Lease Cost FY 2008/09: | \$ 35,451 ✓ | |
| Annual Net County Cost at 40% | \$ 14,181 ✓ | |