

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

106



FROM: Department of Facilities Management

SUBMITTAL DATE:
March 7, 2008

SUBJECT: First Amendment to Lease - Department of Human Resources, Riverside

RECOMMENDED MOTION: That the Board of Supervisors:

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

BACKGROUND: The County of Riverside entered into a Lease Agreement on March 15, 2005 for the Department of Human Resources Employee Assistance Program for the facility located at 3600 Lime Street, Unit 111, in Riverside. This First Amendment to Lease will extend the Lease for a period of three (3) years effective as of January 1, 2008. This facility continues to meet the department's space requirements, as described on Exhibit B.

FISCAL PROCEDURES APPROVED
 (Continued on PAGE 2) **ROBERT E. BYRD, AUDITOR-CONTROLLER**
 BY Susana Garcia-Bocanegra 4/22/08
 SUSANA GARCIA-BOCANEGRA

Robert Field
 Robert Field, Director
 Department of Facilities Management

RF:MR:pa
 11.490/2008.02.288

FINANCIAL DATA	Current F.Y. Total Cost:	\$ 27,663	In Current Year Budget:	Partially
	Current F.Y. Net County Cost:	\$ -0-	Budget Adjustment:	Yes
	Annual Net County Cost:	\$ -0-	For Fiscal Year:	07/08

SOURCE OF FUNDS: Human Resources Internal Service Funds (Worker's Compensation Fund)	Positions To Be Deleted Per A-30	<input type="checkbox"/>
	Requires 4/5 Vote	<input checked="" type="checkbox"/>

C.E.O. RECOMMENDATION: APPROVE
 BY Jennifer L. Sargent
 Jennifer L. Sargent
 County Executive Office Signature

Approved by Ronald W. Komers
 Asst. County Executive Officer/
 Human Resources Director

FORM APPROVED COUNTY COUNSEL
 BY Gordon V. Woo 4/01/08
 GORDON V. WOO DATE

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

Prev. Agn. Ref: 03/15/05, 3.15 | District: 2 | Agenda Number:

ATTACHMENTS FILED
 WITH THE CLERK OF THE BOARD

3.10

BACKGROUND: (Continued)

Lessor: MP Property Partners, LLC
1601 N. Sepulveda, #364
Manhattan Beach, California

Premises Location: 3600 Lime Street, Unit 111
Riverside, California 92501

Size: Approximately 2,410 square feet.

Term: Three (3) year lease extension effective as of January 1, 2008.

Rent:	<u>Current</u>	<u>New</u>
	\$ 1.78 per sq. ft.	\$ 1.83 per sq. ft.
	\$ 4,295.37 per month	\$ 4,424.23 per month
	\$51,544.44 per year	\$ 53,090.76 per year

Rental Adjustments: Three (3%) percent.

Utilities: Lessor provides all utilities.

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

FINANCIAL DATA: All associated costs for this First Amendment to Lease will be fully funded through the Department of Human Resources budget. Human Resources has budgeted these costs in FY 2007/08; however, Facilities Management requires a budget adjustment to its FY 2007/08 budget to cover related transactional costs with the property owners. While Facilities Management will front the costs for the First Amendment to Lease with the property owners, the Department of Human Resources will reimburse Facilities Management for all associated costs.

Schedule A

Increase Appropriations:

10000-7200400000-526700 – Rent/Lease Buildings	\$26,545
10000-7200400000-572500 – Intra – Leases	(\$26,545)

Exhibit B

Human Resources Lease Cost Analysis for FY 2007/08 3600 Lime Street, Unit 111, Riverside, California 92501

Total Proposed Square Footage to be Leased:

Current Office:	2,410	SQFT		
Total Square Footage:	<u>2,410</u>	SQFT		
Cost per Square Foot:	\$	1.8357		
Additional Lease Cost per Month (Jan. 1, 2008 - June 30, 2008)			\$	<u>26,545</u>
Total Estimated Lease Cost for FY 2007/08			\$	26,545
FM Lease Management Fee (Based @ 4.21%)			\$	<u><u>1,118</u></u>
Total Estimated Lease Cost FY 2007/08:			\$	27,663