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

FROM: Department of Facilities Management

SUBMITTAL DATE:
April 7, 2008

SUBJECT: Second Amendment to Lease – Department of Agricultural Commissioner, San Jacinto

RECOMMENDED MOTION: That the Board of Supervisors:

1. Approve 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 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 30, 1999 for the Department of Agricultural Commissioner for the facility located at 950 North Ramona Boulevard, Suites 14-15, in San Jacinto. This Second Amendment to Lease will extend the term for a period of five (5) years effective as of June 1, 2008. This facility continues to meet the Agricultural Commissioner's space requirements, as described on Exhibit B.

(Continued on Page 2)
FISCAL PROCEDURES APPROVED
ROBERT E. BYRD, Auditor-Controller

Robert Field
Robert Field, Director
Department of Facilities Management

RF:MR:pa
11.592/2008.02.317 BY *Samuel Wong* 5/8/08
SAMUEL WONG Deputy

FINANCIAL DATA	Current F.Y. Total Cost:	\$ 3,670	In Current Year Budget:	Partially
	Current F.Y. Net County Cost:	\$ 917	Budget Adjustment:	Yes
	Annual Net County Cost:	\$11,316	For Fiscal Year:	07/08

SOURCE OF FUNDS: State Contracts/Local Fees 75% and General Fund 25%	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 J. Sargent*
County Executive Office Signature

FORM APPROVED COUNTY COUNSEL
BY: *Gregory V. Woo* 4/15/08
DATE
GORDON V. WOO

John Snyder
JOHN SNYDER
AGRICULTURAL COMMISSIONER/
SEALER OF WEIGHTS AND MEASURES
Departmental Concurrence

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

BACKGROUND: (Continued)

Lessor: La Avalon Apartments, LLC
P.O. Box 1775
Santa Monica, California 90406

Premises Location: 950 North Ramona Boulevard, Suites 14-15
San Jacinto, California 92583

Size: Approximately 2,250 square feet.

Term: Five (5) year lease extension effective as of June 1, 2008.

Rent:

	<u>Current</u>	<u>New</u>
	\$ 1.01 per sq. ft.	\$ 1.45 per sq. ft.
	\$ 2,265.30 per month	\$ 3,262.50 per month
	\$27,183.60 per year	\$39,150.00 per year

Rental Adjustments: Three (3%) percent.

Utilities: County pays electric and gas.

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 Agricultural Commissioner's budget. Agricultural Commissioner 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 Second Amendment to Lease with the property owners, the Agricultural Commissioner will reimburse Facilities Management for all associated lease costs.

Schedule A

Increase Appropriations:

10000-7200400000-526700 – Rent/Lease Buildings ✓	\$3,263
10000-7200600000-529540 - Utilities ✓	\$ 270
10000-7200400000-572500 – Intra Leases ✓	(\$3,263)
10000-7200600000-573800 - Intra Utilities ✓	(\$ 270)

Exhibit B

Agricultural Commissioner Lease Cost Analysis for FY 2007/08 950 N. Ramona Blvd., Suites 14-15, San Jacinto, CA

Total Proposed Square Footage to be Leased:

Current Office: 2,250 SQFT

Total Square Footage: 2,250 SQFT

Cost per Square Foot: \$ 1.45[✓]

Additional Lease Cost per Month (June 1, 2008 - June 30, 2008) \$ 3,263[✓]

Total Estimated Lease Cost for FY 2007/08 \$ 3,263[✓]

Estimated Utility Costs:

Utility Cost per Square Foot: \$ 0.12

Additional Estimated Utility Costs (June 1, 2008 - June 30, 2008) \$ 270[✓]

Total Estimated Utility Cost for FY 2007/08: \$ 270[✓]

Tenant Improvement Costs for Expansion Space: \$ -

RCIT Improvements: \$ -

FM Lease Management Fee (Based @ 4.21%): \$ 137[✓]

Total Estimated Lease Cost FY 2007/08: \$ 3,670[✓]

Current FY Net County Cost @ 25%: \$ 917[✓]

Exhibit B

Agricultural Commissioner Lease Cost Analysis for FY 2008/09 950 N. Ramona Blvd., Suites 14-15, San Jacinto, CA

Current Square Feet Occupied:

Office:		2,250	SQFT
Cost per Square Foot:	\$	1.45	

Estimated Lease Cost Per Month (July 1, 2008 - June 30, 2009)	\$	39,150	
Annual Increase 3%	\$	1,175	
Estimated Lease Cost (July 1, 2008 - June 30, 2009)			\$ 40,325

Estimated Utility Costs:

Utility Cost per Square Foot	\$	0.12	
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Estimated Utility Costs (July 1, 2008 - June 30, 2009)	\$	3,240	
FM Lease Management Fee (Based @ 4.21%)			\$ 1,698
Total Estimated Lease Cost FY 2008/09:	\$	45,262	
Annual Net County Cost @ 25%:	\$	11,316	