

437



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

FROM: Department of Facilities Management

SUBMITTAL DATE:
April 28, 2008

SUBJECT: First Amendment to Lease – Community Health Agency, 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 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: On September 24, 2004, the County of Riverside entered into a lease for 3,136 square feet located at 7801 Gramercy Place, in Riverside. The office is occupied by staff of Community Health Agency, Women's, Infant and Children Program (WIC). This facility continues to meet the location and space requirements for this department. The First Amendment to Lease extends the term of the Lease an additional five (5) years, as described in Exhibit B.

(Continues on Page 2)

Robert Field, Director
Department of Facilities Management

RF:CC:pa
11.627/2008.03.341

| | | | | |
|-----------------------|--------------------------------------|-----------|--------------------------------|-----------|
| FINANCIAL DATA | Current F.Y. Total Cost: | \$ 51,378 | 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: Federal Funding (WIC) | Positions To Be Deleted Per A-30 | <input type="checkbox"/> |
| | Requires 4/5 Vote | <input checked="" type="checkbox"/> |

C.E.O. RECOMMENDATION: APPROVE

County Executive Office Signature Jennifer L. Sargent

FISCAL PROCEDURES APPROVED
ROBERT E. BYRD, Auditor-Controller
BY: *Samuel Wong* 5/21/08
SAMUEL WONG
Deputy

FORM APPROVED COUNTY COUNSEL
BY: *Gordon V. Woo* 5/2/08
DATE: 5/2/08
GORDON V. WOO
Departmental Concurrence

Consent
 Policy

 Consent
 Policy

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

Prev. Agn. Ref.: District: 1 Agenda Number:

ATTACHMENTS FILED
WITH THE CLERK OF THE BOARD

3.32

BACKGROUND: (Continued)

This First Amendment to Lease is summarized below:

Location: 7801 Gramercy Place
Riverside, California 92503

Lessor: City of Riverside
8095 Lincoln Avenue
Riverside, California 92504

Size: Approximately 3,136 square feet.

Term: Five (5) years commencing November 14, 2007 and terminating on November 13, 2012.

Rent:

| | <u>Current</u> | <u>New</u> |
|--|---------------------------|---------------------------|
| | \$ 1.38 per square foot ✓ | \$ 1.85 per square foot ✓ |
| | \$ 4,325.07 per month ✓ | \$ 5,801.60 per month ✓ |
| | \$51,900.84 per year ✓ | \$69,619.20 per year ✓ |

Rent Adjustments: Three (3%) percent.

Utilities: County pays electric. Lessor pays all other utilities.

Tenant Improvements: Included in rent.

Market Data:

| | |
|--------------------|--------------------|
| 10769 Hole Avenue | \$1.70 per sq. ft. |
| 3900 Sherman Drive | \$1.86 per sq. ft. |

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 Community Health Agency's budget. The Community Health Agency has budgeted for these costs in FY 2007/08; however, Facilities Management requires a budget adjustment to its FY 2007/08 budget to cover related transactional costs 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 | \$46,413 |
| 10000-7200600000-529540 – Utilities | \$ 3,011 |
| 10000-7200400000-572500 - Intra – Leases | (\$46,413) |
| 10000-7200600000-573800 – Intra - Utilities | (\$ 3,011) |

Exhibit B

Community Health Agency Lease Cost Analysis for FY 2007/08 7801 Gramercy, Riverside, California 92503

Total Proposed Square Footage to be Leased:

| | | |
|------------------------------|--------------|-------------|
| Current Office: | 3,136 | SQFT |
| Total Square Footage: | <u>3,136</u> | SQFT |
| Cost per Square Foot: | \$ | 1.85 |

| | | | |
|--|----|---------------|------------------|
| Additional Lease Cost per Month (November 1, 2007 - June 30, 2008) | \$ | <u>46,413</u> | |
| Total Estimated Lease Cost for FY 2007/08 | | | \$ 46,413 |

Estimated Utility Costs:

| | | |
|------------------------------|----|------|
| Utility Cost per Square Foot | \$ | 0.12 |
|------------------------------|----|------|

Additional Estimated Utility Costs (November 1, 2007 - June 30, 2008)

| | | |
|---|-----------|--------------|
| Additional Total Estimated Utility Cost for FY 2007/08 | \$ | 3,011 |
|---|-----------|--------------|

| | | |
|--|-----------|---------------------|
| FM Lease Management Fee (Based @ 4.21%) | \$ | <u>1,954</u> |
|--|-----------|---------------------|

| | | |
|---|-----------|---------------|
| Total Estimated Lease Cost FY 2007/08: | \$ | 51,378 |
|---|-----------|---------------|