

502



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

FROM: Department of Facilities Management

SUBMITTAL DATE:
March 17, 2008

SUBJECT: Lease Agreement – Superior Courts, Riverside

RECOMMENDED MOTION: That the Board of Supervisors:

1. Ratify the attached Lease Agreement and authorize the Chairman of the Board to execute 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: The Superior Courts, Financial Services Department, is relocating from 4275 Lemon Street to a new facility at 3403 Tenth Street, Suites 120 and 800, in Riverside. This new facility meets the needs and requirements of the department. Anticipated timeframe for occupancy by the Courts is May 2008.

(Continued on Page 2)

FISCAL PROCEDURES APPROVED
ROBERT E. BYRD, Auditor-Controller

Robert Field, Director
Department of Facilities Management

RF:TW:pa
11.546/2008.02.311

BY: Samuel Wong 5/28/08
SAMUEL WONG Deputy

FINANCIAL DATA	Current F.Y. Total Cost:	\$136,522	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: Financial Services Division Enhanced Collection Fees	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

FORM APPROVED COUNTY COUNSEL
BY: Gordon V. Woo 4/4/08
GORDON V. WOO DATE
Departmental Concurrence

BY: Richard J. Field
Richard Fields, Presiding Judge

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

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

ATTACHMENTS FILED
WITH THE CLERK OF THE BOARD

3.19

BACKGROUND: (Continued)

Lessor: County of Riverside

Premises Location: 3403 Tenth Street, Suites 120 and 800
Riverside, California 92501

Size: 3,123 square feet.

Term: Up to five (5) years.

Rent: \$ 2.50 per sq. ft. ✓
\$ 7,807.50 per month ✓
\$93,690.00 per year ✓

Rental Adjustments: Three (3%) annually.

Utilities: Provided by Lessor.

Custodial Services: Provided by Lessor.

Maintenance: Provided by Lessor.

Improvements: Not to exceed \$69,000.00.

RCIT Costs: \$48,344.60 (paid by Superior Courts).

Parking: Sufficient to meet County needs.

Market Data: Facilities Management has researched rental rates for competitive rates and located the following:

3880 Lemon Street, Riverside	\$2.30 per sq. ft.
3737 Main Street, Riverside	\$1.95 per sq. ft.
3801 University, Riverside	\$2.30 per sq. ft.

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

Department of Facilities Management
Lease Agreement – Superior Courts, Riverside
March 17, 2008
Page 3

FINANCIAL DATA: All associated costs for this Lease Agreement will be fully funded from the Court/County comprehensive collections program budget pursuant to Penal Code section 1463.007. This is a joint Court/County program, administered by the Superior Court. The Court has appropriated these costs in the FY 07/08 collections budget; however, Facilities Management requires a budget adjustment to its FY 07/2008 Real Property transactional costs with the property owners. While Facilities Management will front the costs for the Lease Agreement with the property owners, the Court will reimburse Facilities Management for all associated lease costs related to this property from said collections budget.

Schedule A

Increase Appropriations:

10000-7200400000-526700 – Rent/Lease Buildings	\$84,615
10000-7200400000-572500 – Intra – Leases	(\$84,615)

Exhibit A

Superior Courts Lease Cost Analysis for FY 2007/08 3403 Tenth Street, Suites 120 and 800, Riverside

Current Square Feet Occupied:

Office:		3,123	SQFT
Cost per Square Foot:	\$	2.50	

Total Proposed Square Footage to be Leased:

Current Office:		3,123	SQFT
Total Square Footage:		<u>3,123</u>	SQFT

Lease Cost per Month (May 1, 2008 - June 30, 2008)	\$	15,615
--	----	--------

Total Estimated Lease Cost for FY 2007/08:	\$	15,615
---	-----------	---------------

Tenant Improvement Costs for Expansion Space:	\$	69,000
--	-----------	---------------

RCIT Improvements:	\$	48,345
---------------------------	-----------	---------------

FM Lease Management Fee (Based @ 4.21%):	\$	<u>3,562</u>
---	-----------	---------------------

Total Estimated Lease Cost FY 2007/08:	\$	136,522
---	-----------	----------------

Current FY Net County Costs at 100%:	\$	136,522
---	-----------	----------------

Exhibit B

Superior Courts Lease Cost Analysis for FY 2008/09 3403 Tenth Street, Suites 120 and 800, Riverside

Current Square Feet Occupied:

Office:		3,123	SQFT
Cost per Square Foot:	\$	2.50	

Estimated Lease Cost Per Month (July 1, 2008 - June 30, 2009)	\$	93,690	
Annual Increase 3%	\$	2,811	
Estimated Lease Cost (July 1, 2008 - June 30, 2009)		<u>96,501</u>	\$ 96,501
FM Lease Management Fee (Based @ 4.21%)			\$ 4,063
Total Estimated Lease Cost FY 2008/09:			\$ 100,564