

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

152



FROM: Law Offices of the Public Defender

SUBMITTAL DATE:
June 19, 2008

SUBJECT: In-Principle approval to seek leased space in the City of Banning for additional Public Defender Staff

RECOMMENDED MOTION: Move that the Board of Supervisors authorize, in-principle, the County Leasing Officer to seek and negotiate a full-service, five year lease for the following:

1. Approximately 1,500 square feet of office space in Banning, in close proximity to the Court system.

BACKGROUND: The Law Offices of the Public Defender needs additional office space in the Banning area to accommodate existing personnel needs. The Public Defender currently occupies space in the Banning Court building and also leases office space in close proximity to the Court. The Department has out grown the leased space and is in need of additional office space to house this personnel overflow. The requested office space also needs to be in close proximity to the Court.

The space being requested will house approximately 6 employees, consisting of attorneys and support staff. The requested square footage requirement is approximately 1,500 square feet. The space profile will be comprised totally or partially of the following: enclosed offices and systems furniture setups; storage for client files and general supplies/equipment; interview/conference room(s); a communications/data room; restrooms; a break room; and a client waiting room area. Additionally, parking will need to accommodate Public Defender staff and constituent automobiles.

Gary Windom

Gary Windom, Public Defender

FINANCIAL DATA	Current F.Y. Total Cost:	\$ N/A	In Current Year Budget:	N/A
	Current F.Y. Net County Cost:	\$ N/A	Budget Adjustment:	N/A
	Annual Net County Cost:	\$ N/A	For Fiscal Year:	08/09

SOURCE OF FUNDS: 100% General Fund	Positions To Be Deleted Per A-30	<input type="checkbox"/>
	Requires 4/5 Vote	<input type="checkbox"/>

C.E.O. RECOMMENDATION:

APPROVE

BY: *Kathryn Field*

Kathryn Field

County Executive Office Signature

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

Prev. Agn. Ref.:

District: 5

Agenda Number:

ATTACHMENTS FILED
WITH THE CLERK OF THE BOARD

3.89