

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

538



**FROM:** Department of Facilities Management

**SUBMITTAL DATE:**  
July 7, 2008

**SUBJECT:** Second Amendment to Lease – Human Resources, Riverside

**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 the Department of Facilities Management's FY 2008/09 budget as set out on Schedule A.

**BACKGROUND:** On August 1, 2006, the Board of Supervisors entered into a lease agreement for 9,102 square feet for the facility located at 3880 Lemon Street, Suite 100, in Riverside for Human Resources. This Second Amendment to Lease represents a request for an additional 3,492 square feet, from 9,102 square feet to 12,594 square feet effective as of October 1, 2008. This facility continues to meet the Human Resource space requirements, as described in Exhibit A.

(Continued)

FISCAL PROCEDURES APPROVED  
ROBERT E. BYRD, AUDITOR-CONTROLLER  
BY: Susana Garcia-Bocanegra 9/4/08  
SUSANA GARCIA-BOCANEGRA

Lisa Brandl for:

Lisa Brandl for

Robert Field, Director  
Department of Facilities Management

FINANCIAL DATA	Current F.Y. Total Cost:	\$369,350	In Current Year Budget:	Partially
	Current F.Y. Net County Cost:	\$ -0-	Budget Adjustment:	Yes
	Annual Net County Cost:	\$ -0-	For Fiscal Year:	08/09

SOURCE OF FUNDS: Internal Services 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

Policy  
 Policy

Consent  
 Consent

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

Prev. Agn. Ref.: 08/01/06, 3.11 | District: 2 | Agenda Number:

ATTACHMENTS FILED  
WITH THE CLERK OF THE BOARD

**3.26**

FORM APPROVED COUNTY COUNSEL  
 BY: Gordon V. Woo 9/2/08  
 DATE  
 GORDON V. WOO

Departmental Concurrence

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

(Continued)

**BACKGROUND:**

Lessor: Nomel Ventures, LLP  
5120 West Goldenleaf Circle, Suite #300  
Los Angeles, California 90058

Premises Location: 3880 Lemon Street, Suite 100  
Riverside, California 92553

Size: Increase from 9,102 square feet to 12,594 square feet

Rent:	<u>Current</u>	<u>New</u>
	\$ 2.18 per sq. ft.	\$ 2.25 per sq. ft.
	\$ 19,878.77 per month	\$ 28,336.50 per month
	\$238,545.24 per year	\$340,038.00 per year

Utilities: Lessor pays all utilities.

Improvements: Not to exceed \$40,000.00, to be paid upon completion and acceptance by County.

RCIT Costs: \$61,900.00 (paid by Human Resources Department)

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 Human Resources Department Worker's Compensation Internal Services Fund. Human Resources has budgeted for these costs in FY 2008/09; however, Facilities Management requires a budget adjustment to its FY 2008/09 budget to cover related transactional costs with the property owners. While Facilities Management will front the costs for this Second Amendment to Lease with the property owners, Human Resources will reimburse Facilities Management for all associated lease costs.

## Schedule A

Increase Appropriations:

10000-7200400000-526700 – Rent/Lease Buildings	\$295,029
10000-7200400000-572500 – Intra Leases	(\$295,029)

# Exhibit A

## Human Resources Lease Cost Analysis for FY 2008/09 3880 Lemon Street, Suite 100, Riverside, California

### Current Square Feet Occupied:

Office: 12,594 SQFT

Cost per Square Foot: \$ 2.25

Lease Cost per Month (October 1, 2008 - June 30, 2009)	\$ 255,029	
<b>Total Estimated Lease Cost for FY 2008/09</b>	<u>\$</u>	<b>255,029</b>

### Estimated Utility Costs:

Utility Cost per Square Foot \$ 0.12

Estimated Utility Costs (October 1, 2008 - June 30, 2009) \$ -

<b>Total Estimated Utility Cost for FY 2008/09</b>	<u>\$</u>	<b>-</b>
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<b>Tenant Improvement Costs for Expansion Space:</b>	<b>\$</b>	<b>40,000</b>
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<b>RCIT Improvements:</b>	<b>\$</b>	<b>61,900</b>
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<b>FM Lease Management Fee (Based @ 4.21%)</b>	<b>\$</b>	<b>12,421</b>
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<b>Total Estimated Lease Cost FY 2008/09:</b>	<b>\$</b>	<b>369,350</b>
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