

Edward J. Wake
10/30/08

554



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

FROM: Department of Facilities Management

SUBMITTAL DATE:
October 17, 2008

SUBJECT: Fifth Amendment to Lease - Department of Office on Aging, Palm Desert

RECOMMENDED MOTION: That the Board of Supervisors:

1. Ratify the attached Fifth 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: This Fifth Amendment to Lease represents a request from Office on Aging to extend the lease for its office located at 73750 Catalina Way, in Palm Desert, commencing August 1, 2008 through July 31, 2009. Office on Aging has occupied this facility since 1996, providing a retired senior volunteer program and a senior employment/placement service to senior citizens living in the desert area. The facility is also utilized for administrative purposes.

(Continued)
FISCAL PROCEDURES APPROVED
ROBERT E. BYRD, AUDITOR-CONTROLLER
BY: *Susana Garcia* 12/8/08
SUSANA GARCIA-BOCANEGRA

Robert Field
Robert Field, Director
Department of Facilities Management

FINANCIAL DATA	Current F.Y. Total Cost:	\$19,823	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: RSVP 30%; Title III 60%; Title V 10%			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: *Madon V. Woo* 10/29/08
DATE: 10/29/08
GORDON V. WOO
Departmental Concurrence

Dept Recomm.: Consent Policy
Per Exec. Ofc.: Consent Policy

Prev. Agn. Ref.: 1/8/02, 3.20; 7/29/03, 3.27; 6/7/05, 3.11; 7/31/07, 3.41
District: 4
Agenda Number:

ATTACHMENTS FILED WITH THE CLERK OF THE BOARD

3.25

BACKGROUND: (Continued)

The facility continues to meet the requirements of the department. Therefore, the Department of Facilities Management (DOFM), Real Estate Division recommends the following terms:

Location: 73-750 Catalina Way
Palm Desert, California 92260

Lessor: Cove Communities Senior Association
73-750 Catalina Way
Palm Desert, California 92660

Size: Approximately 1,325 square feet

Term: One (1) year, August 1, 2008 through July 31, 2009.

Rent:

<u>Current</u>	<u>New</u>
\$ 1.13 per sq. ft.	\$ 1.19 per sq. ft.
\$ 1,500.00 per month	\$ 1,576.75 per month
\$18,000.00 per year	\$18,921.00 per year

Rent Adjustments: Rent increase from \$1,500.00 to \$1,576.75 per month.

Utilities: County pays phone

Lessor: Pays all other utilities.

Interior/Exterior
Maintenance: Provided by Lessor.

Market Data: 73-726 Alessandro Drive, Palm Desert \$1.80
Gateway Drive/Dinah Shore \$1.90

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

FINANCIAL DATA:

All associated costs for this Fifth Amendment to Lease will be fully funded through Office on Aging budget. Office on Aging has budgeted for these costs in FY 2008/09; however, DOFM requires a budget adjustment to its FY 2008/09 budget to cover related transactional costs with the property owner. While DOFM will front the costs for this amendment with the property owner, Office on Aging will reimburse DOFM for all associated lease costs.

Schedule A

Increase Appropriations:

10000-7200400000-526700 - Rent/Lease Buildings	\$17,344
10000-7200600000-529540 - Utilities	\$ 1,749
10000-7200400000-572500 - Intra - Leases	(\$17,344)
10000-7200600000-573800 - Intra - Utilities	(\$ 1,749)

Exhibit A

Department of office on Aging Lease Cost Analysis for FY 2008/09 73-750 Catalina Way, Palm Desert, California)

Current Square Feet Occupied:

Office: 1,325 SQFT
Cost per Square Foot: \$ 1.19

Lease Cost per Month (August 1, 2008 - June 30, 2009) \$ 17,344
Total Estimated Lease Cost for FY 2008/09 \$ **17,344**

Estimated Utility Costs:

Utility Cost per Square Foot \$ 0.12
Estimated Utility Costs (August 1, 2008 - June 30, 2009) \$ 1,749
Total Estimated Utility Cost for FY 2008/09 \$ **1,749**
Tenant Improvement Costs for Expansion Space: \$ -
RCIT Improvements: \$ -
FM Lease Management Fee (Based @ 4.21%) \$ **730**
Total Estimated Lease Cost FY 2008/09: \$ **19,823**