

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

431



FROM: Department of Public Social Services

SUBMITTAL DATE:
November 18, 2009

SUBJECT: APPROVAL IN PRINCIPLE FOR NEW OFFICE SPACE FOR THE
DEPARTMENT OF PUBLIC SOCIAL SERVICES

RECOMMENDED MOTION: That the Board of Supervisors authorize the Department of Facilities Management to identify suitable space to support the Department of Public Social Services (DPSS) operations in the community of Perris or the surrounding area.

BACKGROUND: DPSS Self-Sufficiency staff is currently located in two leased facilities in the city of Perris. Neither of these offices can adequately meet the staff or public service requirements due to facility deterioration as well as caseload growth. The department is seeking to relocate and if possible, consolidate these two smaller offices into one office that can provide a more efficient use of space for current mandated services.

Departmental Concurrence

Continued on Page 2...

Susan Loew

Susan K. Loew, Director

Reviewed by
CIP TEAM
Christopher Hans
Christopher Hans

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

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

C.E.O. RECOMMENDATION:

APPROVE
BY: *Debra Courmoyer*
Debra Courmoyer

County Executive Office Signature

Dept's Recomm.: Consent Policy

Per Exec. Ofc.: Consent Policy

Prev. Agn. Ref.:

District: 5

Agenda Number:

3.42

**SUBJECT: APPROVAL IN PRINCIPLE FOR NEW OFFICE SPACE FOR THE
DEPARTMENT OF PUBLIC SOCIAL SERVICES**

BACKGROUND: (continued)

Relocation to a new facility is predicated on the availability of State funding, which won't be known for several months. However, in order to position ourselves to utilize this funding should it be available, it is recommended that a search for potential sites be initiated at this time. A new lease will not be submitted to the Board for approval unless sufficient funding is identified to support the relocation and ongoing cost for operations.

DPSS has identified this project as a priority due to the ongoing facility problems at the current locations. DPSS has provided local services to Perris citizens for over sixteen years. Our caseload size supports our plans for continuing our presence in this area.

The current facilities and operations are described below:

Temporary Assistance/Medi-Cal – 85 staff
2055 North Perris Blvd.,
16,250 square feet

Welfare – to – Work (GAIN) – 35 staff
351 Wilkerson Avenue
11,050 square feet

In order to consider the full range of available buildings in the community, DPSS is seeking either two offices of 20,000 – 25,000 square feet or one combined office between 40,000 – 45,000 square feet. Although a search for an existing facility requiring only tenant improvements is our preference, a build to suit project with a developer that is prepared for immediate construction is acceptable.



ENDORSEMENT

DEPARTMENT OF PUBLIC SOCIAL SERVICES CITY OF PERRIS

The Economic Development Agency, Real Estate Division, concurs with this request from the Department of Public Social Services for two 20,000 to 25,000 square foot office buildings or one 40,000 to 45,000 square foot office building in the City of Perris. There is no County owned space available meeting this requirement. The request meets County Space Standards.

The information listed below summarizes the requirements provided by the Department of Public Social Services.

Lead Time: Six (6) months

Size: Two buildings 20,000 to 25,000 square feet
One building 40,000 to 45,000 square feet

Term: Ten years

Lease Cost: \$2.00 per square foot

RCIT Costs: 25,000 square feet - \$189,260.00
45,000 square feet - \$270,580.00

Services: County pays for electric and telephone service,
Lessor to provide all other utilities.

By: _____


Robert Field
Assistant County Executive Officer/EDA