

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

129



FROM: Department of Mental Health

SUBMITTAL DATE:
December 20, 2010

SUBJECT: In-Principle Approval for New Leased Space, Department of Mental Health, Desert Region.

RECOMMENDED MOTION: Move that the Board of Supervisors authorize, in-principle, the Economic Development Agency (EDA) to seek office space for approximately 5,000 square feet in the Indio area and subsequently negotiate a four year, full-service, lease agreement upon location of this space.

BACKGROUND: On January 30, 2009, the State Department of Mental Health (DMH) released the guidelines for the final Mental Health Service Act (MHSA) component- Innovation. As a part of the MHSA Innovation component, Riverside County Department of Mental Health (RCDMH) received approval to fund a Recovery Learning Center (RLC). *(Continued on Page 2)*

JW:SM

Maria T. Mabey

Maria T. Mabey, Assistant Director of Mental Health
For Jerry Wengerd, Director
Department of Mental Health

FINANCIAL DATA	Current F.Y. Total Cost:	\$ 0	In Current Year Budget:	YES
	Current F.Y. Net County Cost:	\$ 0	Budget Adjustment:	NO
	Annual Net County Cost:	\$ 0	For Fiscal Year:	10/11

SOURCE OF FUNDS: 100% State 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

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

APPROVED AND SENT

SUBJECT: In-Principle Approval for New Leased Space, Department of Mental Health, Desert Region.

BACKGROUND (Continued):

The RLC will offer consumers a new choice: a mental health services delivery model designed with consumer staff delivering services as the center of the delivery model. It is designed as an alternative to traditional outpatient services, and is to be located in the Indio Outpatient Facility. However, this site is currently at full capacity. Therefore, in order to accommodate the new RLC program and to improve access to services, the Riverside County Department of Mental Health (RCDMH) is requesting that the Board of Supervisors authorize, in-principle, the County Leasing Officer to seek office space for approximately 5,000 square feet in the Indio area. This will allow the relocation of the Desert Wraparound and MDFT Programs.

The Desert Wraparound and the Multidimensional Family Therapy (MDFT) Programs both provide services to children, and can be co-located together at a new site. The Desert Wraparound Program has twelve (12) staff and office space for two (2) Probation officers. The MDFT Program currently has eight (8) staff. Both programs may potentially expand in the next two years. Therefore, the RCDMH will need approximately 5,000 square feet of space to house the twenty-two (22) staff persons and related office supplies/equipment, and to accommodate some potential growth in the future. The Programs will also require secured parking for approximately seven (7) county vehicles.

FINANCIAL DATA:

There are sufficient funds in the Department of Mental Health FY 10/11 budget to fund this lease acquisition. No additional County Funds are required.

Department of Mental Health

FACILITIES SPACE REQUIREMENTS

Fiscal Dept ID rent split
4100202885-83560= 68.5%
4100202808-74750 = 41.5%

SPECIFIC REQUIREMENTS: Desert Wraparound & HDFT Space 2010
LOCATION: unknown
CONTACT & PHONE NUMBER: David Lundquist 760-863-9558

Employee Classification and/or Equipment Space Requirement	Work Station Function Describe Work Performed	Station Code	Space Standard Personnel	QTY	Total
DESERT WRAPAROUND					
MH Service Supervisor	Work station, slide table chairs 10' x 12'		120	1	120
Clinical Therapist II	Order Systems Furniture		65	1	65
Clinical Therapist I	Order Systems Furniture		65	1	65
Clinical Therapist I	Order Systems Furniture		65	1	65
Probation Dept. *	Order Systems Furniture		65	1	65
Probation Dept. *	Order Systems Furniture		65	1	65
BHS III	Order Systems Furniture		65	1	65
BHS II	Order Systems Furniture		65	1	65
BHS II	Order Systems Furniture		65	1	65
MH Peer Specialist	Order Systems Furniture		65	1	65
MH Peer Specialist	Order Systems Furniture		65	1	65
MH Peer Specialist	Order Systems Furniture		65	1	65
Community Services Assistant	Order Systems Furniture		65	1	65
Office Assistant III	Order Systems Furniture		100	1	100
Conference Room	Order table & chairs 15' x15'		225	1	225
Rest Room			85	1	85
Storage Space			150	1	150
				14	1460
					438 30% general circulation
					1,898 Sq Ft Subtotal

* Probation Dept employees
** Funded OA II to remain at Indio MH Outpatient Clinic

Employee Classification and/or Equipment Space Requirement	Work Station Function Describe Work Performed	Station Code	Space Standard Personnel	QTY	Total
MHSA FSP-MDFT DESERT					
MH Service Supervisor	Work station, slide table chairs 10' x 12'		120	1	120
Clinical Therapist II	Order Systems Furniture		66	1	66
Clinical Therapist II	Order Systems Furniture		66	1	66
Clinical Therapist I	Order Systems Furniture		66	1	66
Clinical Therapist I	Order Systems Furniture		65	1	65
BHS II	Order Systems Furniture		65	1	65
Community Services Assistant	Order Systems Furniture		65	1	65
Office Assistant II	Order Systems Furniture		65	1	65
Conference Room	Order table & chairs 15' x15'		225	1	225
Rest Room			85	1	85
Storage Space			150	1	150
				8	1,035
					311 30% general circulation
					1,346 Sq Ft Subtotal

Employee Classification and/or Equipment Space Requirement	Work Station Function Describe Work Performed	Station Code	Space Standard Personnel	QTY	Total
COMMON SPACE SHARED					
Telecommunication/data com room	room 10' x 10' Order data lines		100	1	100
Lobby	2. bathrooms in lobby		85	1	85
Staff Lounge	room 20' x 25' : order chairs & TV/DVD		500	2	1000
Medical Records Room	room 15' x 15' :		225	2	450
Reception Area	room 12' x 12' : Order Chart File System		144	1	144
Mail Room, Copier, Fax	room 15' wide x 10' deep		150	1	150
Conference Rm/Group Rm	room 12' x 12'		144	1	144
	room 12' x 12'		144	1	144
					1,677 Sq Ft Subtotal (Funding by
					2,495 office space
					749 30% general circulation
					1,577 common space
					4,921 TOTAL SQUARE FEET

4100202885-83560
1,898 office space
+ 923 common space
2,821 Total SF
68.50%

4100202808-74750
1,346 office space
+ 954 common space
2,000 Total SF
41.50%



ENDORSEMENT

Department of Mental Health Leased Space in the City of Indio

Economic Development Agency concurs with this request from the Department of Mental Health for 5,000 square feet of leased office space in the City of Indio. 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 Mental Health.

Lead Time:	Six (6) Months
Square Footage:	5,000 Square Feet
Term:	Four Years
Utilities:	Provided by Landlord
Custodial:	Provided by Landlord
Maintenance:	Provided by Landlord
Tenant Improvements:	Cost to be determined and negotiated
RCIT Costs:	Estimated cost is \$59,790.00
Services:	County pays for electric and telephone service, Lessor to provide all other services.

By: *Lisa Brandl for*
Robert Field, Assistant County Executive Officer/EDA
By Lisa Brandl, Managing Director