

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

948



FORM APPROVED COUNTY COUNSEL  
BY: PATRICIA MUNROE DATE: 6/18/14  
Departmental Concurrence

**FROM:** Economic Development Agency/Facilities Management

**SUBMITTAL DATE:**

July 2, 2014

**SUBJECT:** Fourth Amendment to Lease – Human Resources Department – Three Year Renewal, CEQA Exempt, District 2/District 2, [\$467,443]; [2% Annual Increase], 100% Internal Service Fund

**RECOMMENDED MOTION:** That the Board of Supervisors:

1. Find the project is exempt from the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15301, Existing Facilities; and
2. Approve the attached Fourth Amendment to lease and authorize the Chairman of the Board to execute the same on behalf of the County.

**BACKGROUND:**

Summary (Commences on Page 2)

FISCAL PROCEDURES APPROVED  
PAUL ANGULO, CPA, AUDITOR-CONTROLLER  
BY: Esteban Hernandez 7/2/14

Robert Field  
Assistant County Executive Officer/EDA

FINANCIAL DATA	Current Fiscal Year:	Next Fiscal Year:	Total Cost:	Ongoing Cost:	POLICY/CONSENT (per Exec. Office)
COST	\$ 0	\$ 76,454	\$ 467,443	\$ 0	Consent <input type="checkbox"/> Policy <input checked="" type="checkbox"/>
NET COUNTY COST	\$ 0	\$ 0	\$ 0	\$ 0	
<b>SOURCE OF FUNDS:</b> 100% Internal Service Fund				<b>Budget Adjustment:</b> No	
				For Fiscal Year: 2014/15-2018/19	

**C.E.O. RECOMMENDATION:**

APPROVE

BY: Rohini Dasika  
Rohini Dasika

County Executive Office Signature

**MINUTES OF THE BOARD OF SUPERVISORS**

By: Michael Stock  
Assistant CEO/HR Director

- A-30
- Positions Added
- 4/5 Vote
- Change Order

Prev. Agn. Ref.: 3.15 of 3/15/05; 3.46 of 9/13/11

District: 2/2

Agenda Number:

3-23

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

Economic Development Agency / Facilities Management

**FORM 11:** Fourth Amendment to Lease – Human Resources Department – Three Year Renewal, CEQA Exempt, District 2/District 2, [\$467,443]; [2% Annual Increase], 100% Internal Service Fund

**DATE:** July 2, 2014

Page 2 of 3

**BACKGROUND:**

**Summary**

On March 15, 2005 the County of Riverside entered into a lease agreement on behalf of the Human Resources Department for the facility located at 3600 Lime Street, Suites 314, 315, 316, 715, 716, Riverside. This facility continues to meet the needs and requirements of the Department and this Fourth Amendment to Lease represents a thirty six month extension. There will be no change in the monthly rent for the initial year of this extension. The Landlord has also agreed to provide requested improvements to the space which includes installation of additional insulation on the interior walls of the reception area at landlords sole cost and expense.

Lessor: M.P. Property Partners, LLC  
a California limited liability company and  
Greenleaf Whittier, LLC, a California  
limited liability company  
1601 Sepulveda #364  
Manhattan Beach, California 90266

Premises: 3600 Lime Street, Suites 314, 315, 316, 715, 716  
Riverside, California 92501

Term: Extending an additional three years commencing January 1, 2016  
expiring December 31, 2018.

Size: 5,943 square feet

Rent: \$1.91 per sq. ft.  
\$11,351.74 per month  
\$136,220.88 per year

Rental Adjustment: Two percent annually

Utilities: Provided by Landlord

Maintenance: Provided by Landlord

Custodial: Provided by Landlord

Tenant Improvements: Install additional insulation in interior walls of reception area at Landlord's  
sole cost and expense.

This Fourth Amendment to Lease has been reviewed and approved by County Counsel as to legal form.

**Impact on Residents and Businesses**

Employee Assistance Services and the Wellness Program occupy this facility which is located in the downtown business district. In addition to providing health and wellness programs to Riverside County employees, the occupancy of this building provides a positive economic impact for the residents and businesses of the area. County employees who work in this facility frequent downtown businesses and help to sustain local business which equates to revenue and jobs for the local economy and its residents.

(Continued)

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Page 3 of 3

**SUPPLEMENTAL:**

**Additional Fiscal Information**

See attached Exhibits A, B & C

**Contract History and Price Reasonableness**

The original lease agreement was executed on March 15, 2005, and subsequent amendments executed thereafter. The lease rate is a competitive fair market rental rate.

Attachments:

Exhibits A, B & C

Fourth Amendment to Lease

# Exhibit A

FY 2014/15

Human Resources Department

3600 Lime Street, Suites 314, 315, 316, 715, 716, Riverside

## ESTIMATED AMOUNTS

### Total Square Footage to be Leased:

Current Office: 5,943 SQFT

Approximate Cost per SQFT (July - Dec) 3rd Amendment \$ 1.91

Approximate Cost per SQFT (Jan - June) 3rd Amendment \$ 1.95

Lease Cost per Month (July - Dec) 3rd Amendment \$ 11,351.74

Lease Cost per Month (Jan - June) 3rd Amendment \$ 11,578.77

Total Lease Cost (July - Dec) 3rd Amendment \$ 68,110.44

Total Lease Cost (Jan - June) 3rd Amendment \$ 69,472.65

**Total Estimated Lease Cost for FY 2014/15** \$ 137,583.09

### Estimated Additional Costs:

Utility Cost per Square Foot \$ 0.12

Estimated Utility Costs per Month (July - June) \$ 713.16

Total Estimated Utility Cost \$ 8,557.92

RCIT \$ -

Tenant Improvement \$ -

EDA Lease Management Fee - 3.89% \$ 5,351.98

**TOTAL ESTIMATED COST FOR FY 2014/15** \$ 151,492.99

Amount Previously approved in 3rd Amendment \$ 151,492.99

Amount of FY14/15 for 4th Amendment \$ -

**TOTAL COUNTY COST 0.00%** \$ -

# Exhibit B

FY 2015/16

Human Resources Department

3600 Lime Street, Suites 314, 315, 316, 715, 716, Riverside

## ESTIMATED AMOUNTS

### Total Square Footage to be Leased:

Current Office:	5,943	SQFT	
Approximate Cost per SQFT (July - Dec) 3rd Amendment	\$	1.95	
Approximate Cost per SQFT (Jan - June) 4th Amendment	\$	1.95	
Lease Cost per Month (July - Dec) 3rd Amendment	\$		11,578.77
Lease Cost per Month (Jan - June) 4th Amendment	\$		11,578.77
Total Lease Cost (July - Dec) 3rd Amendment			\$ 69,472.65
Total Lease Cost (Jan - June) 4th Amendment			\$ 69,472.62
<b>Total Estimated Lease Cost for FY 2015/16</b>			<b>\$ 138,945.27</b>

### Estimated Additional Costs:

Utility Cost per Square Foot	\$	0.12	
Estimated Utility Costs per Month (July - June)			<u>\$ 713.16</u>
Total Estimated Utility Cost			\$ 8,557.92
RCIT			\$ -
Tenant Improvement			\$ -
EDA Lease Management Fee - 3.89%			<u>\$ 5,404.97</u>
<b>TOTAL ESTIMATED COST FOR FY 2015/16</b>			<b><u>\$ 152,908.16</u></b>
Amount Previously approved in 3rd Amendment			\$ 76,454.09
Amount of FY15/16 for 4th Amendment			<u>\$ 76,454.06</u>
<b>TOTAL COUNTY COST 0.00%</b>			<b>\$ -</b>

# Exhibit C

**FY 2016/17 to FY 2018/19**  
**Human Resources Department**  
**3600 Lime Street, Suites 314, 315, 316, 715, 716, Riverside**

**ESTIMATED AMOUNTS**

**Total Square Footage to be Leased:**

Current Office: 5,943 SQFT

	FY 2016/17	FY 2017/18	FY 2018/19	
Approximate Cost per SQFT (July - Dec) 3rd Amendment	\$ 1.95	\$ 1.99	\$ 2.03	
Approximate Cost per SQFT (Jan - June) 4th Amendment	\$ 1.99	\$ 2.03	\$ -	
				Annual increase %
Lease Cost per Month (July - Dec) 3rd Amendment	\$ 11,578.77	\$ 11,810.35	\$ 12,046.55	
Lease Cost per Month (Jan - June) 4th Amendment	\$ 11,810.35	\$ 12,046.55	\$ -	2%
				# of Months
Total Lease Cost (July - Dec) 3rd Amendment	\$ 69,472.62	\$ 70,862.07	\$ 72,279.31	6
Total Lease Cost (Jan - June) 4th Amendment	\$ 70,862.07	\$ 72,279.31	\$ -	6
<b>Total Estimated Lease Cost for FY 2016/17 to FY 2018/19</b>	<b>\$ 140,334.69</b>	<b>\$ 143,141.39</b>	<b>\$ 72,279.31</b>	

**Estimated Additional Costs:**

Utility Cost per Square Foot	\$ 0.12	\$ 0.12	\$ 0.12	
Estimated Utility Costs per Month (July - June)	\$ 713.16	\$ 713.16	\$ 713.16	
Total Estimated Utility Cost	\$ 8,557.92	\$ 8,557.92	\$ 4,278.96	Make sure to update this cell with # of month
RCIT	\$ -	\$ -	\$ -	
Tenant Improvement	\$ -	\$ -	\$ -	
EDA Lease Management Fee - 3.89%	\$ 5,459.02	\$ 5,568.20	\$ 2,811.67	3.89%
<b>TOTAL ESTIMATED COST FOR FY 2016/17 to FY 2018/19</b>	<b>\$ 154,351.63</b>	<b>\$ 157,267.51</b>	<b>\$ 79,369.94</b>	
Amount Previously approved in 3rd Amendment	\$ -	\$ -	\$ -	
Amount for 4th Amendment	\$ 154,351.63	\$ 157,267.51	\$ 79,369.94	
<b>TOTAL COUNTY COST 0.00%</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	

\$ 467,443.14 F11: Cost - Total Cost  
 \$ - F11: Net County Cost - Total Cost



1 December 31, 2015 reducing the total square footage of the premises from 5,943  
2 square feet to 2,765 square feet. Rent will be reduced to reflect the change in square  
3 footage.

4 3. TERM. Section 3 (a) of the Lease is hereby amended by adding  
5 the following:

6 The term of this lease shall be extended thirty six (36) months  
7 commencing on January 1, 2016 and shall expire on December 31, 2018.

8 4. TENANT IMPROVEMENTS. At Lessors sole cost and expense,  
9 Lessor shall install additional insulation in the interior walls of the reception area; walls  
10 will be patched and painted to match existing.

11 5. FOURTH AMENDMENT TO PREVAIL. The provisions of this  
12 Fourth Amendment shall prevail over any inconsistency or conflicting provisions of the  
13 Lease. Any capitalized terms shall have the meaning defined in the Lease, unless  
14 defined herein or context requires otherwise.

15 6. MISCELLANEOUS. Except as amended or modified herein, all  
16 terms of the Lease shall remain in full force and effect. If any provisions of this  
17 Amendment shall be determined to be illegal or unenforceable, such determination  
18 shall not affect any other provision of the Lease. Neither this Amendment nor the  
19 Lease shall be recorded by the County.

20 7. EFFECTIVE DATE. This Fourth Amendment to Lease shall not be  
21 binding or consummated until its approval by the Riverside County Board of  
22 Supervisors and fully executed by the Parties.

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1 IN WITNESS WHEREOF, the parties have executed this Fourth Amendment to Lease  
2 as of the date first written above.

3 LESSEE:  
4 COUNTY OF RIVERSIDE

LESSOR:  
M.P. Property Partners, LLC, a  
California limited liability company and  
Greenleaf Whittier LLC, a California  
limited liability company  
It's Authorized Signatory

5  
6  
7  
8  
9 By: \_\_\_\_\_  
10 Jeff Stone, Chairman  
Board of Supervisors

By:   
John McDonnell, Manager

11  
12  
13 ATTEST:  
14 Kecia Harper-Ihem  
Clerk of the Board

15  
16 By: \_\_\_\_\_  
17 Deputy

18  
19 APPROVED AS TO FORM:  
20 Pamela J. Walls, County Counsel

21 By:   
22 Patricia Munroe  
23 Deputy County Counsel

24  
25  
26 TW:ra/042414/RV083/16.830 S:\Real Property\TYPING\Docs-16.500 to 16.999\16.830.doc