

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

114



FROM: Department of Public Social Services

SUBMITTAL DATE:
October 21, 2014

SUBJECT: APPROVAL IN PRINCIPLE FOR NEW OFFICE SPACE FOR THE DEPARTMENT OF PUBLIC SOCIAL SERVICES District 3

RECOMMENDED MOTION: That the Board of Supervisors authorize the Real Estate Division of the Economic Development Agency to identify suitable space to support the Department of Public Social Services (DPSS) in the City of Murrieta.

BACKGROUND:

Summary

DPSS Children Services Division (CSD) has program staff that is currently located in Temecula. It has been determined that the current office no longer meets the staff growth needs of this region. The department is seeking to relocate staff into an expanded office design that will best address the growth and incorporate staff from Temecula and Lake Elsinore which are both at capacity.

(Continued on Page 2 ...)

Susan von Zabern for
Susan von Zabern, Director

FINANCIAL DATA	Current Fiscal Year:	Next Fiscal Year:	Total Cost:	Ongoing Cost:	POLICY/CONSENT (per Exec. Office)
COST	\$	\$	\$	\$	Consent <input type="checkbox"/> Policy <input checked="" type="checkbox"/>
NET COUNTY COST	\$	\$	\$	\$	
SOURCE OF FUNDS: Federal Funding: 40.34%; State Funding: .28%; County Funding: .23%; Realignment Funding: 21.04%; Other: 38.11%				Budget Adjustment: No	
				For Fiscal Year: 14-15	

C.E.O. RECOMMENDATION:

APPROVE

BY:

Jennifer L. Sargent
Jennifer L. Sargent

County Executive Office Signature

MINUTES OF THE BOARD OF SUPERVISORS

REVIEWED BY CIP

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

Ivan M. Chand 10/27/2014

Prev. Agn. Ref.:

District: 3

Agenda Number:

3-26

SUBMITTAL TO THE BOARD OF SUPERVISORS, COUNTY OF RIVERSIDE, STATE OF CALIFORNIA
FORM 11: APPROVAL IN PRINCIPLE FOR NEW OFFICE SPACE FOR THE DEPARTMENT OF PUBLIC
SOCIAL SERVICES District 3

DATE: 10/21/14

PAGE: Page 2 of 2

BACKGROUND:

Summary (continued)

Having a building in the Murrieta area, ideally between the 215 and 15 Freeways, will provide CSD a central location to provide timely service to Southwest Riverside area. In addition, it will provide an office that is more accessible to the families we serve. Family visitation, interviews, and services can be offered from this facility. Having a facility in the Murrieta area will allow CSD to have conference rooms large enough to hold a variety of meetings, including those involving the community. It will also provide CSD the additional office space needed to support our staff growth.

In addition to the benefits of relocating the Children's Division to a larger location, DPSS has identified this project as a priority due to the necessity for creating additional space for the Adults Services Division, and/or other DPSS programs that may potentially back-fill the vacated office space in Temecula.

In order to position ourselves to utilize funding in the upcoming Fiscal Year, 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.

The current facilities and operations are described below:

Children Services/Foster Care – 55 staff capacity
27464 Commerce Center Drive, Temecula
10,311 square feet

DPSS is interested in considering the full range of available buildings in the community; however, the best suited facility would be 35,000 – 40,000 square feet and will need to be capable of accommodating up to 100 staff. 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.

Impact on Residents and Businesses

These offices should make DPSS more accessible to the public.

PR:tcs

ENDORSEMENT

Department of Public Social Services Leased Space in the Murrieta area

The Economic Development Agency concurs with this request from the Department of Public Social Services (DPSS) to seek and negotiate a lease for approximately 35,000 - 40,000 square feet of office space in the City of Murrieta or adjacent unincorporated area. There is no available County-owned space. Given the requested size of the office and availability of office space meeting DPSS specifications, build to suit construction may be required.

The information listed below is used as an estimate in determining this Endorsement.

Lead Time:	Approximately twelve – twenty four months.
Square Footage:	Approximately 35,000 - 40,000 square feet.
Term:	Up to ten years.
Lease Rate:	To be negotiated.
Utilities:	Provided by Lessor.
Custodial:	Provided by Lessor.
Interior/Exterior Maintenance:	Provided by Lessor.
Tenant Improvements:	To be negotiated.
Voice/Data:	To be determined.

By: 

Robert Field,
Assistant County Executive Officer/EDA

HR:hr

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