

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

820



FROM: Department of Public Social Services

SUBMITTAL DATE:
February 25, 2016

SUBJECT: APPROVAL IN PRINCIPAL FOR NEW OFFICE SPACE FOR THE DEPARTMENT OF PUBLIC SOCIAL SERVICES District 1

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) operations in the City of Riverside:

BACKGROUND:

Summary

DPSS Children Services Division (CSD), Riverside Juvenile Court (RJVC) currently has three modular trailers at 9991 County Farm Road. 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 in RJVC. In addition, County Counsel is in need of additional space for their staff housed in a modular trailer at the same location.

Susan von Zabern

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: 37.80% ; State Funding: 0.33%; County Funding: 0.15%; Realignment Funding: 22.02%; Realign 2011: 38.99%; Other Funding: 0.70%				Budget Adjustment: No	
				For Fiscal Year: 15/16	

C.E.O. RECOMMENDATION:

APPROVE

BY: *Jennifer L. Sargent*
Jennifer L. Sargent

County Executive Office Signature

MINUTES OF THE BOARD OF SUPERVISORS

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

Prev. Agn. Ref.: None

District: 1

Agenda Number:

3-9

Departmental Concurrence

**SUBMITTAL TO THE BOARD OF SUPERVISORS, COUNTY OF RIVERSIDE, STATE OF CALIFORNIA
FORM 11: APPROVAL IN PRINCIPAL FOR NEW OFFICE SPACE FOR THE DEPARTMENT OF PUBLIC
SOCIAL SERVICES Districts 1**

DATE: February 25, 2016

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BACKGROUND:

Summary (continued)

The current facilities and operations are described below:

9991 County Farm Road, Riverside, CA
Riverside Juvenile Court. CSD Staff – 22 staff in 4,041 square feet
County Counsel JVC - 10 Staff – 2,000 square feet

The proposed options for a new facility are described below:

1. New modular trailer(s) at the same location.
2. Renovation of an existing building.
3. A build to suit – brand new facility.

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.

DPSS is interested in considering the full range of available building in the community; however, the best suited facility would be 25,000 square feet and will need to be capable of accommodating up to 60 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. A final option would be to lease larger modular trailers at the current site that would be able to accommodate CSD and County Counsel staff.

Impact on Residents and Businesses

By providing more space to RJVC it would allow to better serve DPSS Children Services' clients.



ENDORSEMENT

Department of Public Social Services New Office Space in the Riverside Area

The Economic Development Agency concurs with this request from the Riverside County Department of Public Social Services to seek space of approximately 25,000 square feet in the Riverside Area. Given the size of the office(s) and current real estate market, it may require build to suit construction with significant lead time.

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

Lead Time:	Twelve to Twenty Four months.
Square Footage:	25,000 Square Feet.
Term:	Minimum Ten years.
Lease Rate:	To be negotiated.
Utilities:	Provided by Landlord.
Custodial:	Provided by Landlord.
Interior/Exterior Maintenance:	Provided by Landlord.
Tenant Improvements:	To be negotiated.
Voice/Data:	To be determined upon site selection.

By: 
Robert Field
Assistant County Executive Officer/EDA

TA:tg/020316/009DP/18.088

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