

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

316



**FROM:** Department of Mental Health

**SUBMITTAL DATE:**  
March 11, 2010

**SUBJECT:** In-Principle Approval for New Leased Space, for the Department of Mental Health Western Children's and Children's Services Administration.

**RECOMMENDED MOTION:** Move that the Board of Supervisors authorize in-principle, the County Leasing Officer to seek office space and negotiate a full service, five-year lease for approximately 30,000 square feet in the La Sierra/Arlington area.

**BACKGROUND:** The Department of Mental Health (DOMH) must relocate the Western Children's and Central Children's Programs because the current space is not sufficient to accommodate the increasing new client cases and additional staff that were previously added due to the implementation of the MHSA. In order to ensure continued client care and administrative services, the DOMH would like to search for the new office space in the La Sierra/Arlington area of Riverside County.

**Continued on page 2...**

JW:SL

*Jerry Wengerd*  
\_\_\_\_\_  
Jerry Wengerd, Director  
Department of Mental Health

<b>FINANCIAL DATA</b>	Current F.Y. Total Cost:	In Current Year Budget:	Yes
	Current F.Y. Net County Cost:	Budget Adjustment:	No
	Annual Net County Cost:	For Fiscal Year:	2009/2010

<b>SOURCE OF FUNDS:</b> 25.95% Federal; 30.65% State; 15.66% MHSA; and 27.74% Grants/MOU	Positions To Be Deleted Per A-30	<input type="checkbox"/>
	Requires 4/5 Vote	<input type="checkbox"/>

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

APPROVE  
*Debra Courmeyer*  
BY: \_\_\_\_\_  
Debra Courmeyer

**County Executive Office Signature**

**MINUTES OF THE BOARD OF SUPERVISORS**

On motion of Supervisor Stone, seconded by Supervisor Buster and duly carried by unanimous vote, IT WAS ORDERED that the above matter is approved as recommended.

Ayes: Buster, Tavaglione, Stone, Benoit and Ashley

Nays: None

Kecia Harper-Ihem

Absent: None

Clerk of the Board

Date: March 23, 2010

By: *Debra Courmeyer*

xc: Mental Health

Deputy

**Prev. Agn. Ref.:**

**District:** All

**Agenda Number:**

**3.31**

ATTACHMENTS FILED WITH THE CLERK OF THE BOARD

Departmental Concurrence

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

**SUBJECT:** In-Principle Approval for New Leased Space, for the Department of Mental Health Western Children's and Children's Services Administration.

**BACKGROUND: (Continued)**

The Western Children's program, which includes Western Children's Administration, Children's Interagency Treatment Services and Interagency Services For Families (ISF) Wraparound, and Multidimensional Family Therapy – Western Expansion currently has approximately forty-five (45) staff that will need to be accommodated, and will require approximately 13,562 square feet. The Central Children's Services program, which includes Children's Services Administration, the Assessment & Consultation Team (ACT), Children's Case Management, Mental Health Services Act (MHSA) Multi-dimensional Treatment Foster Care, Youth Hospital Intervention Program (YHIP), MHSA Parent Support and Training Unit, and the Therapeutic Residential Assessment & Consultation Team currently has approximately fifty-nine (59) staff that will also need to be housed in the same space and will require approximately 16,457 square feet.

The combined workforce space required is approximately 30,000 square feet, which includes space for standard county circulation, education, training and conference rooms, work areas and non-working areas in order to fulfill both the mental health services and implementation of the MHSA components.

The clinic will also need space to house client and administrative files, interview rooms, storage for training supplies, resource and outreach supplies, and related office supplies/equipment for the programs. Sufficient employee and visitor/trainee parking and secured parking for approximately nine to twelve (9-12) county vehicles will also be required at the newly designated site.

**FINANCIAL IMPACT:**

The extra lease space obtained through this Form 11 will be funded through Prop. 63 MHSA funds and Medi-Cal revenue. No additional County funds are required.

**FACILITIES SPACE REQUIREMENTS - ATTACHMENT A**

**REGION:** Western Children & Children Services Combined  
**PROGRAM CONTACT:** Steve Steinberg & Erllys Daily Program Managers  
**CONTACT & PHONE NUMBER:** Steve Steinberg 951-368-7347/Deneen Flemming (951) 368-7067/Dan Kanouse 951-368-4542

Employee Classification	Class Code	Department ID/Program #	Station Code	Space Standard Personnel	Space Standard Equipment	QTY	Total	Date: 01/11/10
<b>WESTERN CHILDREN'S ADMIN</b>								
MH Services Manager	79796	4100205628-83550		180		1	180	
Secretary I	13923	4100205628-83550		90		1	90	
		<b>Sub-Total</b>		<b>270</b>		<b>2</b>	<b>270</b>	
<b>MHSA CHILDREN'S INTERAGENCY TRMT SVCS</b>								
MH Peer Specialist	79726	4100205629-74700		120		1	120	
Clinical Therapist II	79742	4100205629-74700		120		3	360	
		<b>Sub-Total</b>		<b>240</b>		<b>4</b>	<b>480</b>	
<b>CHILDREN'S INTERAGENCY TRMT SVCS</b>								
Office Assistant II	13865	4100205629-83550		90		3	270	
Community Services Assistant	57792	4100205629-83550		110		2	220	
MH Service Supv- B	79718	4100205629-83550		140		1	140	
Clinical Therapist II	79742	4100205629-83550		120		5	600	
Sr. Clinical Psychologist	79715	4100205629-83550		120		1	120	
Staff Psychiatrist IV	73819	4100205629-83550		140		1	140	
Child Psychiatrist	73833	4100205629-83550		140		1	140	
Prof Student Intern	74180	4100205629-83550		120		4	480	
		<b>Sub-Total</b>		<b>960</b>		<b>18</b>	<b>2110</b>	
<b>MHSA ISE WRAPAROUND PROGRAM</b>								
Office Assistant II	13865	4100205689-83550		90		2	180	
MH Service Supv- B	79718	4100205689-83550		140		1	140	
Clinical Therapist II	79742	4100205689-83550		120		3	360	
MH Peer Specialist	79726	4100205689-83550		120		3	360	
Community Services Assistant	57792	4100205689-83550		140		1	140	
Behavioral Health Spec II	57745	4100205689-83550		120		2	240	
Partner Office (PHN & PO)		4100205689-83550		240		1	240	
		<b>Sub-Total</b>		<b>970</b>		<b>13</b>	<b>1660</b>	
<b>MHSA FSP-MDFT-WEST EXPANSION</b>								
Office Assistant III	13866	4100205505-74700		90		1	90	
Community Services Assistant	57792	4100205505-74700		110		1	110	
MH Service Supv- B	79718	4100205505-74700		140		1	140	
Clinical Therapist II	79742	4100205505-74700		120		3	360	
Behavioral Health Spec II	57745	4100205505-74700		120		2	240	
		<b>Sub-Total</b>		<b>580</b>		<b>8</b>	<b>940</b>	
<b>WESTERN CHILDREN'S TOTAL STAFF:</b>						<b>45</b>	<b>5460</b>	

**FACILITIES SPACE REQUIREMENTS - ATTACHMENT A**

Department of Mental Health	REGION: Western Children & Children Services Combined PROGRAM CONTACT: Steve Steinberg & Eriys Daily Program Managers CONTACT & PHONE NUMBER: Steve Steinberg 951-358-7347/Doreen Flemming (951) 358-7067/Dan Kanouse 951-358-4542					Date: 01/01/10	
Employee Classification	Class Code	Department ID/Program #	Station Code	Space Standard Personnel	Space Standard Equipment	QTY	Total
<b>CHILDREN'S REGIONAL ADMIN</b>							
MH Services Manager	79706	4100207659-83550		180		1	180
Secretary I	13923	4100207659-83550		90		1	90
Accounting Assistant	15912	4100207659-83550		90		1	90
Admin Services Analyst II	74106	4100207659-83550		140		2	280
		<b>Sub-Total</b>		500		5	640
<b>MHSA Youth Hospital Intervention Program (YHIP)</b>							
MH Peer Specialist	79726	4100207521-74700		90		2	180
Clinical Therapist II	79742	4100207521-74700		120		3	360
		<b>Sub-Total</b>		210		5	540
<b>CHILD CASE MGMT</b>							
Office Assistant II	13865	4100207641-83550		90		2	180
MH Service Supv.-B	79718	4100207641-83550		180		1	180
Clinical Therapist II	79742	4100207641-83550		120		6	720
Clinical Therapist II (Out Station)	79742	4100207641-83550		120		2	240
		<b>Sub-Total</b>		510		11	1320
<b>DPSS ASSESSMENT TEAM</b>							
Office Assistant II	13865	4100207642-83550		90		3	270
Office Assistant III	13866	4100207642-83550		90		1	90
MH Service Supv.-B	79718	4100207642-83550		180		1	180
Clinical Therapist II (Out Station)	79742	4100207642-83550		120		2	240
		<b>Sub-Total</b>		480		7	780
<b>TRAC-MHSA/TBS-IDM</b>							
Office Assistant II	13865	4100207721-74700		90		1	90
Clinical Therapist II	79742	4100207641-83550		120		5	600
Clinical Therapist II (Out Station)	79742	4100207641-83550		120		2	240
		<b>Sub-Total</b>		330		8	930
<b>TRAC</b>							
Office Assistant II	13865	4100207721-83550		90		1	90
Clinical Therapist II	79742	4100207721-83550		120		1	120
MH Service Supv.-B	79718	4100207721-83550		140		1	140
		<b>Sub-Total</b>		350		3	350
<b>MHSA FSP-MDFC- CHILDREN'S</b>							
Office Assistant II	13865	4100207811-74700		90		1	90
Behavioral Health Spec II	57745	4100207811-74700		110		1	110
MH Service Supv.-B	79718	4100207811-74700		140		1	140
Clinical Therapist II	79742	4100207811-74700		120		3	360
Clinical Therapist II (Out Station)	79742	4100207641-83550		120		2	240
		<b>Sub-Total</b>		580		8	940
<b>MHSA PARENT SUPPORT/PARENT SUPPORT &amp; TRAINING UNIT</b>							
Office Assistant II	13865	4100415501-74700		90		1	90
MH Peer Specialist	79726	4100415501-74700		120		6	720
MH Peer Specialist (Out Station)	79726	4100413692-74700		120		2	240
Sr. MH Peer Specialist	79727	4100413692-74700		120		1	120
MH Peer Policy & Planning	79728	4100413692-83600		140		1	140
Volunteer Svcs Coordinator	79781	4100413692-83600		120		1	120
		<b>Sub-Total</b>		710	<b>CENTRAL CHILDREN'S TOTAL STAFF:</b>	12	1430
						59	6930

**FACILITIES SPACE REQUIREMENTS - ATTACHMENT A**

**REGION:** Western Children & Children Services Combined  
**PROGRAM CONTACT:** Steve Steinberg & Eriys Daily Program Managers  
**CONTACT & PHONE NUMBER:** Steve Steinberg 951-358-7347/Deneen Flemming (951) 358-7067/Dan Kanouse 951-358-4542

Department of Mental Health	Employee Classification	Class Code	Department ID/Program #	Station Code	Space Standard Personnel	Space Standard Equipment	QTY	Total	Date: 01/11/10
<b>COMBINED COMMON AREA</b>									
Conference Room	Meeting room - Seating for 12				437		1	437	
Group Room	Grp Therapy room - seat 10 or less				262		5	1310	
Lounge/Break room	Employee break area				250		1	250	
Copy room / Storage	Copying Records/Documents & mailing				150		2	300	
Storage Room	To store client related activity supplies				220		4	880	
Interview Room	To contain legal books				150		2	300	
Janitor's Closet	Storage of supplies and equipment				50		1	50	
Security Lobby	Client Reception - Lobby				150		1	150	
Computer/Network Room	Provide for a Computer Network				150		1	150	
Unisex RR	Unisex Rest Room				60		2	120	
Secured Filing Room	File client records/Med-Cal secure				220		1	220	
Men's Rest Rooms-Client	Men's Rest Rooms-Client				80		1	80	
Women's Rest Room-Client	Women's Rest Room-Client				80		1	80	
Men's Rest Rooms (Employee)	Men's Rest Rooms (Employee)				80		1	80	
Women's Rest Room (Employee)	Women's Rest Room (Employee)				80		1	80	
Kitchen	Fully appliances kitchen				250		1	250	
Conference Room (Large)	Meeting room - Seating for 40 +				800		1	800	
Conference Room (Medium)	Meeting room - Seating for 20				350		2	700	
Lounge/Break room	Employee break area				250		2	500	
Program/Clerical Storage/Supply	Office supplies/Program/Support Group items				100		1	100	
Central Mail Area	Program mail distribution area				150		1	150	
Secured Filing Room	To file client records/Med-Cal secure				220		4	880	
Family/Interview/Hearing Room	To contain legal books				262		2	524	
Janitor's Closet	Storage of supplies and equipment				50		1	50	
Security Lobby	Client Reception - Lobby				150		1	150	
Computer/Network Room	Provide for a Computer Network				150		1	150	
Unisex Rest Room	Unisex Rest Room				60		2	120	
Men's Rest Rooms-Client	Men's Rest Rooms-Client				80		1	80	
Women's Rest Room-Client	Women's Rest Room-Client				80		1	80	
Men's Rest Rooms (Employee)	Men's Rest Rooms (Employee)				80		1	80	
Women's Rest Room (Employee)	Women's Rest Room (Employee)				80		1	80	
Copier Room	Copying Records/Documents				150		2	300	
Kitchen	Fully appliances kitchen				250		1	250	
Library (Parent/Client)	Video, books, computers, parenting resources				200		1	200	
Parent Support Storage	Store supplies/donations/freezers. Client promotional training materials				250		1	250	
<b>SUBTOTAL</b>					<b>6381</b>		<b>53</b>	<b>10181</b>	
									Subtotal 22,571 Sq Ft Add 33% Circulation 7,448 Sq Ft
									<b>Total Square Feet 30,019</b>

**TOTAL COMBINED SQ. FT. FOR CENTRAL & WESTERN  
30,019**

**FACILITIES SPACE REQUIREMENTS - ATTACHMENT A**

Department of Mental Health	REGION: Children's Services	PROGRAM CONTACT: Eriys Daily, MH Services Manager-Medical	CONTACT & PHONE NUMBER: Libby Martin - (951) 358-5618/Dan Kanouse (951) 358-4542	Date: 03/10/09			
Employee Classification	Class Code	Department ID/Program #	Station Code	Space Standard Personnel	Space Standard Equipment	QTY	Total
<b>CHILDREN'S REGIONAL ADMIN</b>							
MH Services Manager	79796	4100207659-89550		180		1	180
Secretary I	13923	4100207659-89550		90		1	90
Accounting Assistant	15912	4100207659-89550		90		1	90
Admin Services Analyst II	74106	4100207659-89550		140		2	280
		Sub-Total		500		5	640
<b>MHSA Youth Hospital Intervention Program (YHIP)</b>							
MH Peer Specialist	79726	4100207521-74700		90		2	180
Clinical Therapist II	79742	4100207521-74700		120		3	360
		Sub-Total		210		5	540
<b>CHILD CASE MGMT</b>							
Office Assistant II	13865	4100207641-89550		90		2	180
MH Service Supv-B	79718	4100207641-89550		180		1	180
Clinical Therapist II	79742	4100207641-89550		120		6	720
Clinical Therapist II (Out Station)	79742	4100207641-89550		120		2	240
		Sub-Total		510		11	1320
<b>DPSS ASSESSMENT TEAM</b>							
Office Assistant II	13865	4100207642-89550		90		3	270
Office Assistant III	13866	4100207642-89550		90		1	90
MH Service Supv-B	79718	4100207642-89550		180		1	180
Clinical Therapist II (Out Station)	79742	4100207642-89550		120		2	240
		Sub-Total		480		7	780
<b>TRAC-MHSA/TBS-IDM</b>							
Office Assistant II	13865	4100207721-74700		90		1	90
Clinical Therapist II	79742	4100207641-89550		120		5	600
Clinical Therapist II (Out Station)	79742	4100207641-89550		120		2	240
		Sub-Total		330		8	930
<b>TRAC</b>							
Office Assistant II	13865	4100207721-89550		90		1	90
Clinical Therapist II	79742	4100207721-89550		120		1	120
MH Service Supv-B	79718	4100207721-89550		140		1	140
		Sub-Total		350		3	350
<b>MHSA FSP-MDFC- CHILDREN'S</b>							
Office Assistant II	13865	4100207811-74700		90		1	90
Behavioral Health Spec II	57745	4100207811-74700		110		1	110
MH Service Supv-B	79718	4100207811-74700		140		1	140
Clinical Therapist II	79742	4100207811-74700		360		3	360
Clinical Therapist II (Out Station)	79742	4100207641-89550		120		2	240
		Sub-Total		580		8	940
<b>MHSA PARENT SUPPORT/PARENT SUPPORT &amp; TRAINING UNIT</b>							
Office Assistant II	13865	4100415501-74700		90		1	90
MH Peer Specialist	79726	4100415501-74700		120		6	720
MH Peer Specialist (Out Station)	79726	4100415501-74700		120		2	240
Sr. MH Peer Specialist	79727	4100415501-74700		120		1	120
MH Peer Policy & Planning	79728	4100415501-83600		140		1	140
Volunteer Svcs Coordinator	79781	4100415501-83600		120		1	120
		Sub-Total		710		12	1430
		<b>TOTAL STAFF:</b>		<b>6930</b>		<b>59</b>	<b>6930</b>
				6,930			6,930
				Subtotal			6,930
				Add 33% Circulation			2,287
				Many Children:			9,217
							Total Square Feet
							9,217

**FACILITIES SPACE REQUIREMENTS - ATTACHMENT A**

Department of Mental Health	REGION: Children's Services PROGRAM CONTACT: Erllys Daily, MH Services Manager-Medical CONTACT & PHONE NUMBER: Libby Martin - (909) 358-5618						Date: 03/10/09
Employee Classification	Class Code	Department ID/Program #	Station Code	Space Standard Personnel	Space Standard Equipment	QTY	Total
<b>COMMON AREA</b>							
Conference Room (Large)		Meeting room - Seating for 40 +		800		1	800
Conference Room (Medium)		Meeting room - Seating for 20		350		2	700
Lounge/Break room		Employee break area		250		2	500
Program/Clerical Storage/Supply		Office supplies/Program/Support Group items		100		1	100
Central Mail Area		Program mail distribution area		150		1	150
Secured Filing Room		To file client records/Meal-Cal secure		220		4	880
Family/Interview/Hearing Room		Storage of legal books		262		2	524
Janitor's Closet		Storage of supplies and equipment		50		1	50
Security Lobby		Client Reception - Lobby		150		1	150
Computer/Network Room		Provide for a Computer Network		150		1	150
Unisex Rest Room		Unisex Rest Room		60		2	120
Men's Rest Rooms-Client		Men's Rest Rooms-Client		80		1	80
Women's Rest Rooms-Client		Women's Rest Rooms-Client		80		1	80
Men's Rest Rooms (Employee)		Men's Rest Rooms (Employee)		80		1	80
Women's Rest Room (Employee)		Women's Rest Room (Employee)		80		1	80
Copier Room		Copying Records/Documents		150		2	300
Kitchen		Fully appliancesd kitchen		250		1	250
Library (Parent/Client)		Video, books, computers, parenting resources		200		1	200
Parent Support Storage		Store supplies/donations/freezers, Client promotion/training materials		250		1	250
		<b>SUBTOTAL</b>		<b>3712</b>		<b>27</b>	<b>5444</b>
				Subtotal			5,444
				Many Children:			1,797
				Add 33% Circulation			1,797
				<b>Total Square Feet</b>			<b>7,241</b>

**TOTAL SPACE CHILDREN'S SVC 16,457 SqFt**

**FACILITIES SPACE REQUIREMENTS - ATTACHMENT A**

Department of Mental Health	Class Code	Department ID/Program #	Station Code	Space Standard Personnel	Space Standard Equipment	QTY	Total	Date: 01/11/10
<p align="center"><b>REGION:</b> Western Children  <b>PROGRAM CONTACT:</b> Steve Steinberg  <b>CONTACT &amp; PHONE NUMBER:</b> Libby Martin - (951) 358-5618</p>								
<b>WESTERN CHILDREN'S ADMIN</b>								
MH Services Manager Secretary I	79796 13923	4100205625-83550 4100205625-83550		180 90 270		1 1 2	180 90 270	
<b>Sub-Total</b>								
<b>MHSA CHILDREN'S INTERAGENCY TRMT SVCS</b>								
MH Peer Specialist Clinical Therapist II	79726 79742	4100205625-74700 4100205625-74700		120 120 240		1 3 4	120 360 480	
<b>Sub-Total</b>								
<b>CHILDREN'S INTERAGENCY TRMT SVCS</b>								
Office Assistant II Community Services Assistant MH Service Subv-B Clinical Therapist II Sr. Clinical Psychologist Staff Psychiatrist IV Child Psychiatrist Prof Student Intern	13865 57792 79718 79742 79715 79819 73833 74180	4100205625-83550 4100205625-83550 4100205625-83550 4100205625-83550 4100205625-83550 4100205625-83550 4100205625-83550 4100205625-83550		90 110 140 120 120 140 140 120 980		3 2 1 5 1 1 1 4 18	270 220 140 600 120 140 140 480 2110	
<b>Sub-Total</b>								
<b>MHSA ISF WRAPAROUND PROGRAM</b>								
Office Assistant II MH Service Subv-B Clinical Therapist II MH Peer Specialist Community Services Assistant Behavioral Health Spec II Partner Office (PHN & PO)	13865 79718 79742 79726 57792 57745	4100205689-83550 4100205689-83550 4100205689-83550 4100205689-83550 4100205689-83550 4100205689-83550		90 140 120 120 120 240 970		2 1 3 1 2 1 13	180 140 360 360 140 240 1660	
<b>Sub-Total</b>								
<b>MHSA FSP-MDFT-WEST EXPANSION</b>								
Office Assistant III Community Services Assistant MH Service Subv-B Clinical Therapist II Behavioral Health Spec II	13866 57792 79718 79742 57745	4100205505-74700 4100205505-74700 4100205505-74700 4100205505-74700		90 110 140 120 120 580		1 1 1 3 2 8	90 110 140 360 240 940	
<b>Sub-Total</b>								
<b>TOTAL STAFF:</b>						<b>45</b>	<b>5460</b>	
							5,460	Subtotal
							Many Children:	5,460 Sq Ft
								Add 33% Circulation
								1,802 Sq Ft
								<b>Total Square Feet</b>
								<b>7,262</b>



**FACILITIES SPACE REQUIREMENTS - ATTACHMENT A**

**REGION:** Western Children  
**PROGRAM CONTACT:** Steve Steinberg  
**CONTACT & PHONE NUMBER:** Libby Martin - (909) 358-5618

Employee Classification	Class Code	Department ID/Program #	Station Code	Space Standard Personnel	Space Standard Equipment	QTY	Total	Date: 04/23/08
<b>COMMON AREA</b>								
Conference Room		Meeting room - Seating for 12		437		1	437	
Group Room		Grp Therapy room - seat 10 or less		262		5	1310	
Lounge/Break room		Employee break area		250		1	250	
Copy room / Storage		Copying Records/Documents & mailing		150		2	300	
Storage Room		To store client related activity supplies		220		4	880	
Interview Room		To contain legal books		150		2	300	
Janitor's Closet		Storage of supplies and equipment		50		1	50	
Security Lobby		Client Reception - Lobby		150		1	150	
Computer/Network Room		Provide for a Computer Network		150		1	150	
Unisex RR		Unisex Rest Room		60		2	120	
Secured Filing Room		File client records/Medi-Cal secure		220		1	220	
Men's Rest Rooms-Client		Men's Rest Rooms-Client		80		1	80	
Women's Rest Rooms-Client		Women's Rest Rooms-Client		80		1	80	
Men's Rest Rooms (Employee)		Men's Rest Rooms (Employee)		80		1	80	
Women's Rest Room (Employee)		Women's Rest Room (Employee)		80		1	80	
Kitchen		Fully applanced kitchen		250		1	250	
		<b>SUBTOTAL</b>		<b>2669</b>		<b>26</b>	<b>4737</b>	
<b>TOTAL SPACE WESTERN CHILDREN 13,562 SqFt</b>								
						71	4,737	Subtotal 4,737 Sq Ft
							Many Children:	Add 33% Circulation 1,563 Sq Ft
								<b>Total Square Feet 6,300</b>



## ENDORSEMENT

### Department of Mental Health Leased Space in Riverside City La Sierra/Arlington Area

Economic Development Agency concurs with this request from the Department of Mental Health for 30,000 square feet of leased office space in the La Sierra/Arlington Area. 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:	30,000 Square Feet
Term:	Five 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 \$407,230.00
Services:	County pays for electric and telephone service, Lessor to provide all other services.

By:   
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Robert Field  
Assistant County Executive Officer/EDA