

**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, 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

County Executive Office Signature

BY: Debra Courmeyer
Debra Courmeyer

MINUTES OF THE BOARD OF SUPERVISORS

On motion of Supervisor Buster, seconded by Supervisor Benoit 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
Absent: None
Date: January 11, 2011
xc: Mental Health

Kecia Harper-Ihem
Clerk of the Board

By: Deputy

3.56

- Consent
- Policy
- Consent
- Policy

Dept's Recomm.:
Per Exec. Ofc.:

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
41100202886-83550=58.5%
41100202808-74750 = 41.5%

SPECIFIC REQUIREMENTS: Desert Wraparound & MDFT Space 2010
LOCATION: unknown
CONTACT & PHONE NUMBER: David Lundquist 780-863-8556

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, side 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
Community Services Assistant	Order Systems Furniture		65	1	65
Office Assistant III	Order Systems Furniture		100	1	100
Conference Room	Order table & chairs 15' x 15'		225	1	225
Rest Room			85	1	85
Storage Space			150	1	150
				14	1460
* Probation Dept employees					438
** Funded OA II to remain at Indio MH Outpatient Clinic					30% general circulation
					1,898 Sq Ft Subtotal

Date:	11/8/2010
Completed by:	Susan Marshall
41100202886-83550	1,898 office space
+	923 common space
	2,821 Total SF
	58.50%

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, side table, chairs 10' x 12'		120	1	120
Clinical Therapist II	Order Systems Furniture		65	1	65
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
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' x 15'		225	1	225
Rest Room			85	1	85
Storage Space			150	1	150
				8	1,035
office space					311
30% general circulation					311
1,348 Sq Ft Subtotal					

41100202808-74750	1,348 office space
+	664 common space
	2,000 Total SF
	41.50%

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		100
Lobby unisex bathrooms	2 bathrooms in lobby		85	2	170
Lobby	room 20' x 25' : order chairs & TV/DVD		500		500
Staff Lounge	room 15' x 15' :		225		225
Medical Records Room	room 12' x 12' : Order Chart File System		144		144
Reception Area	room 15' wide x 10' deep		150		150
Mail Room, Copier, Fax	room 12' x 12'		144		144
Conference Rm/Group Rm	room 12' x 12'		144		144
				1,577	1,577
Sq Ft Subtotal (Funding by					2,495
office space					749
30% general circulation					1,577
common space					1,577
4,821 TOTAL SQUARE FEET					



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