

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

803



**FROM:** Riverside University Health System – Medical Center

**SUBMITTAL DATE:**  
April 5, 2016

**SUBJECT:** In-principle approval for lease of new office space for Riverside University Health System – Medical Center [District: 5]


**RECOMMENDED MOTION:** That the Board of Supervisors authorize the Real Estate Division of the Economic Development Agency to identify suitable existing space in either the City of Moreno Valley, the City of Corona or the City of Riverside to support the Medical Center’s efforts to consolidate revenue recovery operations in a single location to improve efficiencies across the entire health system.

**BACKGROUND:**

**Summary**


The health system’s revenue recovery group is seeking approximately 52,000 square feet of existing office space for general office use to support its relocation and consolidation. This includes Medical Records, Medically Indigent Services Program (MISP), Patient Call Centers, Patient Accounts and support space. The noted square footage would accommodate 353 staff members.

(Continued on Page 2)

  
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Zareh Sarafian  
Assistant CEO - Health System

FINANCIAL DATA	Current Fiscal Year:	Next Fiscal Year:	Total Cost:	Ongoing Cost:	POLICY/CONSENT (per Exec. Office)
COST	\$ 0	\$ 0	\$ 0	\$ 0	Consent <input type="checkbox"/> Policy <input type="checkbox"/>
NET COUNTY COST	\$ 0	\$ 0	\$ 0	\$ 0	


<b>SOURCE OF FUNDS:</b>	Budget Adjustment: No
	For Fiscal Year: 15/16

**C.E.O. RECOMMENDATION:** **APPROVE**  
BY:   
County Executive Office Signature **Christopher M. Hans**

**MINUTES OF THE BOARD OF SUPERVISORS**

On motion of Supervisor Jeffries, seconded by Supervisor Benoit and duly carried, IT WAS ORDERED that the above matter is approved as recommended.

Ayes: Jeffries, Washington and Benoit  
Nays: None  
Absent: Tavaglione and Ashley  
Date: June 7, 2016  
xc: RUHS-Medical Center

Kecia Harper-Ihem  
Clerk of the Board  
By:   
Deputy

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

Prev. Agn. Ref.: \_\_\_\_\_ District: 5 Agenda Number: \_\_\_\_\_

**3-32**

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

**FORM 11:** In-principle approval for lease of new office space for Riverside University Health System – Business Office. [District: 5]

**DATE:** April 5, 2016

**PAGE:** Page 2 of 2

**BACKGROUND:**

**Summary (Continued)**

The RUHS Revenue Recovery Group currently operates from four different locations within the county. This expansion and consolidation will improve efficiency within the group and enhance the services provided by one another while providing adequate space for future staff expansion. Today's action would approve the relocation and consolidation.

In addition to the improved communication, coordination and efficiencies of one consolidated space, the planned move would free up valuable space near the hospital. The freed space can be repurposed to functions more closely related to patient care, for example for clinics.

**Impact on Citizens and Businesses**

This project may have no direct impact on the citizens and businesses of Riverside County. However improved operations will make the hospital healthier financially. Also, the option to expand clinics allows management to increase services should public demand increase.

**SUPPLEMENTAL:**

**Additional Fiscal Information**

A search of existing rental space will uncover costs including tenant improvements and monthly rent. Moving costs can be estimated at that time also. Many of the moving personnel are in leased space, so there will be some savings to at least partially offset the cost of the new facility. A recommended location with full costs will be brought back to the Board for consideration.

No county general funds will be required. In order to position ourselves to utilize funding in upcoming fiscal years, it is recommended that a search for potential sites be initiated at this time. There will be no new requests for lease/purchase submitted to the Board for approval unless sufficient funding is identified to support the relocation and ongoing cost for operations.

**ATTACHMENTS:**

**Endorsement from EDA/Facilities Management**




## ENDORSEMENT

### **Riverside University Health System – Revenue Recovery Group Leased Space in the City of Riverside, City of Moreno Valley, and City of Corona**

Economic Development Agency concurs with this request from the Riverside University Health System – Revenue Recovery Group for approximately 38,000-52,000 square feet in the City of Riverside, City of Moreno Valley and City of Corona. 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 Riverside University Health System – Revenue Recovery Group.

Lead Time:	Nine Months
Square Footage:	38,000-52,000 Square Feet
Term:	Five – Ten Years
Utilities:	Provided by Landlord
Custodial:	Provided by Landlord
Maintenance:	Provided by Landlord
Tenant Improvements:	Cost to be determined and negotiated
RCIT Costs:	Cost to be determined
Services:	County pays for electric and telephone service, Lessor to provide all other services.

By:   
\_\_\_\_\_  
Robert Field  
Assistant County Executive Officer/EDA

MH:ra/042016/006MC/18.180