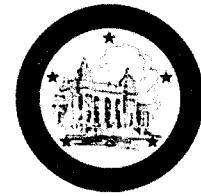


**SUBMITTAL TO THE BOARD OF SUPERVISORS
COUNTY OF RIVERSIDE, STATE OF CALIFORNIA**



ITEM: 3.18
(ID # 11973)

MEETING DATE:
Tuesday, April 07, 2020

FROM: FACILITIES MANAGEMENT AND Department of Child Support Services:

SUBJECT: DEPARTMENT OF CHILD SUPPORT SERVICES: Department of Child Support Services Hunter Park Lobby and Office Remodel – California Environmental Quality Act Exempt, Approval of In-Principle and Preliminary Project Budget, District 1. [\$5,203,964 – (52% financed by line of credit to be reimbursed by Federal Funds 66% and State Funds 34%), (48% Federal Funds 66% and State Funds 34%)]

RECOMMENDED MOTION: That the Board of Supervisors:

1. Approve in-principle the Department of Child Support Services (DCSS) Hunter Park Office and Lobby Remodel;
2. Approve a preliminary project budget of \$5,203,964 and authorize the use of State and Federal Funds, including reimbursement to the Facilities Management Department for incurred project related expenses;
3. Approve the use of the Master Equipment Lease/Purchase Agreement Dated July 31, 2018 with Banc of America Public Capital Corp. line of credit by the Department of Child Support Services to finance \$3,123,740 of the project costs and;

ACTION: 4/5 Vote Required, CIP, Policy


Kimberly Britt, Director of Child Support Services

3/6/2020


Rose Salgado, Director of Facilities Management

3/24/2020

MINUTES OF THE BOARD OF SUPERVISORS

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

Ayes: Jeffries, Spiegel, Washington, Perez and Hewitt
Nays: None
Absent: None
Date: April 7, 2020
xc: FM, Auditor

Kecia R. Harper
Clerk of the Board

By: 
Deputy

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STATE OF CALIFORNIA**

4. Approve and direct the Auditor Controller to make requested budget adjustment as shown in Schedule A.

FINANCIAL DATA	Current Fiscal Year:	Next Fiscal Year:	Total Cost:	Ongoing Cost
COST	\$ 2,090,074	\$ 3,113,891	\$ 5,203,964	\$ 0
NET COUNTY COST	\$ 0	\$ 0	\$ 0	\$ 0
SOURCE OF FUNDS: All costs will be reimbursed from the Federal (66%) and State (34%) governments.			Budget Adjustment:	Yes
			For Fiscal Year:	19/20-20/21

C.E.O. RECOMMENDATION: Approve.

BACKGROUND:

Summary

In Fiscal Year 2019/2020, the Riverside County Department of Child Support Services received the first of (3) anticipated increases to budget authority from the State of California Department of Child Support (State DCSS), increasing the department's allocation by \$5.4 million dollars. This increase was part of the State DCSS effort to address the twenty-one (21) most underfunded local agencies in the state. Riverside County DCSS expects to receive similar increases in Fiscal Year 2020/2021, and Fiscal Year 2021/2022.

State DCSS expectation is that the department utilize the money to increase staffing, reduce the case to fulltime employee ratio, improve services, and for local agencies to invest in outreach for the program. With the first allocation, the department was able to fully staff our newly renovated Indio office. To allow the department to further grow, it is necessary for the department to invest in our office space capacity in Riverside as well.

On July 23, 2019, M.O. 3.25 (MT#9045), the Board of Supervisors approved a new lease for the DCSS facilities located at 2001, 2041 and 2081 Iowa Avenue, Riverside California. This lease included the addition of the previously vacant and unleased 2nd floor of the 2001 Iowa Avenue building. The lease increased square footage from 93,906 to 117,970, and required the landlord to initiate and complete a full office space reconfiguration and renovation. Costs associated with this lease are the new lobby, full office space reconfiguration, painting, and landscaping.

The project scope in this Board action includes furniture, security, and IT infrastructure in the additional space for the Department's Family Law Office, nine interview offices, a cross collaboration area for county and community partners use, creation of a security guard station, a children's play area in the lobby and modernization of the business work area.

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

Impact on Residents and Businesses

This facility provides a valuable service to the residents of the County and this renovation will ensure that the assistance provided by the department will continue to be at the highest level.

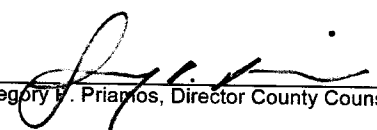
Additional Fiscal Information

The projected full costs of this project, including contingency, is \$5,203,964. These costs represent security, IT cabling/equipment, furniture, and moving costs. First year finance charges total \$35,327.11, with subsequent years finance interest charges totaling approximately \$187,922.00 for a total finance interest charge of \$223,249. Funding for this project, to include repayment of financed amount and finance charges, will come from the department's budget allocation from State DCSS (66% Federal, 34% State). The project will have no net county costs. This project will be financed using a combination of the County's line of credit through Banc of America Public Capital Corp and department budget funds as follows:

FY 19/20		FY20/21		Total	
From Budget	From Financing	From Budget	From Financing	From Budget	From Financing
\$1,043,680	\$1,046,394	\$1,036,544	\$2,077,346	\$2,080,224	\$3,123,740

The project costs breakdown is as follows:

Costs	Year One	Year Two
Security	\$104,336.83	\$204,716.07
RCIT	\$490,738.29	\$743,496.47
Movers	\$36,086.29	\$81,795.00
Furniture	\$1,045,473.06	\$2,048,556.15
G/M Service	\$13,439.99	\$0.00
Contingency	\$400,000.00	\$0.00
Financing	\$0.00	\$35,327.11
Totals	\$2,090,074.46	\$3,113,890.80


 Gregory F. Priamos, Director County Counsel 3/7/2020

Department Of Child Support Services

Attachment - Form 11 - Schedule A

Hunter Park Project

Schedule A

Budget Adjustment

Fiscal Year 2019-2020

Increase Appropriation:

10000-2300100000-542080	Improvements-Leasehold Blds	\$1,300,000.00
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Decrease in Appropriation:

10000-2300100000-525500	Salary/Benefit Reimbursement	\$600,000.00
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10000-2300100000-526700	Rent-Lease Bldgs	\$ 400,000.00
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10000-2300100000-510040	Regular Salaries	\$300,000.00
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		\$1,300,000.00
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