

**MEMORANDUM  
DEPARTMENT OF FACILITY SERVICES  
COUNTY OF PLACER**

To: **BOARD OF SUPERVISORS**

Date: **DECEMBER 9, 2008**

From:  **JAMES DURFEE / ALBERT RICHIE**

Subject: **HEALTH AND HUMAN SERVICES – RELOCATION ANALYSIS**

**ACTION REQUESTED / RECOMMENDATION:** It is recommended that your Board authorize the Director of Facility Services, or his designee, to enter into lease negotiations with Sunset Commercial Center, Inc., c/o Oates Investments, Inc. (SCC) for building occupancies at 1000 Sunset Boulevard in Rocklin, including space planning and programming for various Health and Human Services (HHS) functions as required for these negotiations; and, in the event that leases are not executed by the County, authorize payment to SCC for the space planning and programming services in an amount not-to-exceed \$20,000.

**BACKGROUND:** On June 10, 2008, your Board authorized the Director of Facility Services to negotiate and execute a Lease Agreement to relocate the Child Support Services Department (CSS) from Auburn to 1000 Sunset Boulevard in Rocklin. This Agreement includes a provision that requires SCC to extend the same favorable CSS material terms to any leases that the County signs within 18-months of the CSS lease execution. As the CSS lease was signed on October 1, 2008, the County has until April 1, 2010 to exercise this opportunity. After completion of the CSS relocation in April 2009, approximately 60,595 square feet will remain available in the building.

Recently, Property Management evaluated HHS leases with upcoming expiration dates and identified two Roseville programs that have the potential to realize lower total occupancy costs at the SCC building. The first is the One Stop Career Center at 1880 Sierra Gardens Drive and second is the Human Services function located at 100 Stonehouse Court. Staff believes that other Roseville and Auburn HHS operations may also realize lease cost savings associated with relocation to Rocklin. Consideration to relocate these operations requires SCC's architect to prepare programming and space planning to determine space lease requirements for these functions. This work will ultimately define a total premises area which Property Management will evaluate for cost savings before negotiating a new lease with SCC. SCC has provided consent for this work to commence, but requires a County commitment to reimburse its design fees if a lease is not executed. To address this potential expense, staff recommends that your Board authorize the Director of Facility Services to approve payment to SCC for up to \$20,000 in architectural fees for these studies. Should the County execute a lease agreement with the SCC, this cost will be absorbed within the generous \$47 per square foot tenant improvement allowance that is provided in the lease material terms.

Following definition of the premises area and confirmation of fiscal benefits, property management will return to your Board with lease agreements for consideration.

**ENVIRONMENTAL CLEARANCE:** The pre-lease activities for this facility are Categorically Exempt from review pursuant to Section 15301 of the California Environmental Quality Act. This Section provides for activities, including leasing of existing facilities, when there is no expansion of use beyond that previously existing.

**FISCAL IMPACT:** Sufficient funding for the not-to-exceed amount of \$20,000 in programming and design fee reimbursement is available in the HHS Fiscal Year 2008/2009 budget.

JD:MD:AR:MR:KJ

CC: HEALTH AND HUMAN SERVICES DEPARTMENT

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