



BOARD OF SUPERVISORS
AGENDA LETTER

Agenda Number:

Clerk of the Board of Supervisors
105 E. Anapamu Street, Suite 407
Santa Barbara, CA 93101
(805) 568-2240

Department Name: General Services
Department No.: 063
For Agenda Of: July 14, 2009
Placement: Administrative
Estimated Tme:
Continued Item: No
If Yes, date from:
Vote Required: Majority

TO: Board of Supervisors
FROM: Department Bob Nisbet, Director (560-1011)
Director(s) General Services Department
Contact Info: Paddy Langlands, Assistant Director (568-3096)
Support Services Division
SUBJECT: DSS Workforce Investment Act (W.I.A.) Program – Lease Agreement at 130 East Ortega Street, Santa Barbara, ORES #003194; First Supervisorial District

County Counsel Concurrence

As to form: Yes

Other Concurrence: Risk Management

As to form: Yes

Recommended Actions:

That the Board of Supervisors:
Approve and execute the attached original and four duplicate original Lease Agreement between the County of Santa Barbara and the State of California for the lease of approximately 3,012 square feet of office space in the State Employment Development Department facility, located at 130 East Ortega Street, in the City of Santa Barbara, for the Department of Social Services Workforce Investment Act (W.I.A.) Program, for the monthly rent of \$1,596.36, including utilities and janitorial, and for the lease term of two years commencing October 1, 2008 and ending September 30, 2010.

Summary Text:

This Lease Agreement will grant the Department of Social Services the continued use of approximately 3,012 square feet of commercial office space located at 130 East Ortega Street, in the City of Santa Barbara, for its Workforce Investment Act (W.I.A.) program. The monthly rent for the term of the lease is \$1,596.36, including utilities and janitorial. The lease term is for 2 years commencing on October 1, 2008 and ending September 30, 2010.

Auditor-Controller Concurrence

As to form: Yes

Background:

Since March 2000 and under Board approval, the Department of Social Services has used office space at this location. This lease has expired and the Department of Social Services has been in a hold over position until a new lease is approved.

The decision to continue to lease space in this facility is based on the Workforce Investment Act (W.I.A.) legislation of 1998. This legislation mandates the Workforce Investment Act Program be an on-site partner in One-Stop Centers in Local Workforce Investment Areas. The Santa Barbara One Stop Center, known as the Workforce Resource Centers in Santa Barbara County, is collocated in the Employment Development Department at 130 E. Ortega Street, in the City of Santa Barbara.

The negotiations with the State Department of General Services, on behalf of the Employment Development Department, on the terms of this lease commenced August 2008. Therefore, the term of this State lease reflects October 2008 as the commencement date. The Department of Social Services has been occupying the office space during this time period.

Fiscal and Facilities Impacts:

Budgeted: Yes

Fiscal Analysis:

Funding Sources	FY 08-09 Cost:	FY 09-10 Cost:	FY 10-11 Cost:	Total One-Time Project Cost
	<i>Not adjusted for CPI and CAM increases.</i>		<i>Not adjusted for CPI and CAM increases.</i>	
General Fund	\$ 1,436.72	\$ 1,915.63	\$ 478.91	\$ 3,831.26
State	\$ 1,867.74	\$ 2,490.32	\$ 622.58	\$ 4,980.64
Federal	\$ 11,062.77	\$ 14,750.37	\$ 3,687.59	\$ 29,500.73
Total	\$ 14,367.24	\$ 19,156.32	\$ 4,789.08	\$ 38,312.64

Narrative:

The above Fiscal Year costs were derived from estimates used to prepare the Department’s budget for Fiscal Year 09/10. The amounts attributed to general fund, state and federal funding sources are based on estimates used to prepare the FY 09/10 budget, including estimates of administrative costs allocated to the various DSS programs based on FTEs performing work in those programs. These estimates are likely to change as information on the recently passed State budget becomes available and required budget cuts are made to affected programs. Total monthly rent is \$1,596.36, including utilities and janitorial. Funds for payment of rent are budgeted in: Fund 055, Dept 044, Org 8001, Account 7580, and Program 5000.

The total cost for the 2 years is \$38,312.64.

Subject: DSS Workforce Investment Act (W.I.A.) Program Lease at 130 East
Ortega Street SB; ORES #003194; First Supervisorial District
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Special Instructions:

Upon Board approval and execution, the Clerk should distribute as follows:

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| 1. Original executed Agreement | Board's Official File |
| 2. Dupl. orig. exec. Agreement & Minute Order | Attn: Ronn Carlentine, GS/Real Estate Svcs |
| 3. Copy of exec. Agreement & Minute Order | Attn: Mona Baker, DSS |

Attachments:

(5) Lease Agreements

Authored by: Ronn Carlentine, Office of Real Estate Services

cc: Kathy Gallagher, Director, Department of Social Services
Molly Marino, Operations Div. Chief, DSS
Linda Rodriguez, Contracts, DSS