

**EL DORADO COUNTY BOARD OF SUPERVISORS
AGENDA ITEM TRANSMITTAL
Meeting of November 7, 2006**

AGENDA TITLE: Amendment II to Lease Agreement #307-L9911- Department of Human Services

DEPARTMENT: General Services *DL*

DEPT SIGNOFF: *JM*

CAO USE ONLY:

CONTACT: Deb Lane/Richard E. Collier

DATE: 10/17/06

PHONE: 5933/6051

D Laura Schwartz

DEPARTMENT SUMMARY AND REQUESTED BOARD ACTION:

The Department of General Services recommends the Board:

1. Approve Amendment II to Lease Agreement #307-L9911; and
2. Authorize the Auditor to pay retroactive rent payment of \$9,453.88 for September and October 2006.
3. Authorize Chair to executed said amendment.

CAO RECOMMENDATIONS:

Recommend approval Laura A Hill 11/1/06

Financial impact? Yes () No

Funding Source: () Gen Fund Other

BUDGET SUMMARY:

Other: Cal-Works

Total Est. Cost	\$23,634.70
Funding	
Budgeted	\$23,634.70
New Funding	_____
Savings	_____
Other	_____
Total Funding	\$23,634.70
Change in Net County Cost	

CAO Office Use Only:

4/5's Vote Required () Yes No
 Change in Policy () Yes No
 New Personnel () Yes No

CONCURRENCES:

Risk Management
 County Counsel
 Other _____

***Explain**

BOARD ACTIONS:

Vote: Unanimous _____ Or

Ayes:

Noes:

Abstentions:

Absent:

Rev. 04/05

I hereby certify that this is a true and correct copy of an action taken and entered into the minutes of the Board of Supervisors

Date: _____

Attest: Cindy Keck, Board of Supervisors Clerk

By: _____



The County of El Dorado

Department of General Services

Joanne M. Narloch, Director

Location: 345 Fair Lane, Placerville, CA

Mailing: 360 Fair Lane, Placerville, CA 95667

Phone (530) 621-5847 Fax (530) 295-2538

November 7, 2006

Board of Supervisors
330 Fair Lane
Placerville, CA 95667

Re: Amendment II to Lease Agreement #307-L9911- Human Services Department

Dear Board Members:

RECOMMENDATION:

The Department of General Services recommends the Board:

1. Approve Amendment II to Lease Agreement #307-L9911; and
2. Authorize the Auditor to pay retroactive rent payment of \$9,453.88 for September and October 2006.
3. Authorize Chair to executed said amendment.

REASON FOR RECOMMENDATION:

The Human Services Department currently occupies 1,861 sq. ft. of office space located at 4535 Missouri Flat Road, Suite A1, in Placerville. On July 1, 2006, Human Services assumed the responsibility for administrating the Workforce Investment Act from Golden Sierra Job Training. The program referred to as "One Stop" includes training, child care, and job services.

The intent of this amendment is to add an additional 1,861 sq. ft. to the current leased space for a total of 3,722 sq. ft. and increase the lease payments from \$2,363.47 to \$4,726.94 beginning September 2006. Golden Sierra Job Training has paid the lease payments for July and August 2006. The term of this agreement begins July 1, 2006 and ends February 28, 2009, with provisions for two (2) additional three (3) year terms thereafter.

General Services became aware of this possible program change in July and processing was delayed due to key staff person out on emergency medical leave.

The County officer or employee with responsibility for administering this Lease is the Joanne M. Narloch, Director of General Services or successor.

County Counsel and Risk Management have approved the lease, and a copy is on file in the Board Clerk's Office.

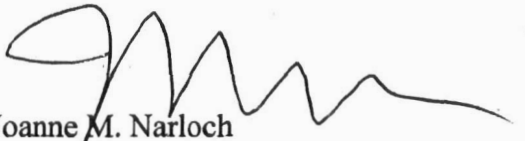
FISCAL IMPACT:

The Human Services Department has advised General Services that funds are available within their FY06/07 budget.

ACTION TO BE TAKEN FOLLOWING APPROVAL:

Upon approval by the Board, General Services Department will forward to El Dorado County Job One an original executed copy of the Amendment II to Lease Agreement #307-L9911.

Respectfully submitted,



Joanne M. Narloch
Director of General Services


JMN/dl

CONTRACT ROUTING SHEET

Date Prepared: 9/19/06

Need Date: 9/29/06

PROCESSING DEPARTMENT:

Department: General Services
Dept. Contact: Deb Lane/Richard Collier
Phone #: 5933/6051
Department
Head Signature: 

Joanne Narloch
Director

CONTRACTOR:

Name: El Dorado Co. Job One
Address: 4535 Missouri Flat Rd, Ste 1A
Diamond Springs, CA 95619
Phone: 642-5510

11-03-13
COUNTY COUNSEL
#10

CONTRACTING DEPARTMENT: Human Services Department


Service Requested: Amendment II to Lease Agreement #307-L9911

Contract Term: July 1, 2006 – Feb. 28, 2009 Contract/Amendment Value: _____

Compliance with Human Resources requirements? Yes: _____ No: _____

Compliance verified by: _____

COUNTY COUNSEL: (Must approve all contracts and MOU's)


Approved: Disapproved: _____ Date: 9-25-06 By: 
Approved: _____ Disapproved: _____ Date: _____ By: _____

ASSIGNMENT

DATE 9-27-06
ATTORNEY RLC
DEPT./INDEX NO. 10000
BY: RM

PLEASE FORWARD TO RISK MANAGEMENT. THANKS!

RISK MANAGEMENT: (All contracts and MOU's except boilerplate grant funding agreements)

Approved: Disapproved: _____ Date: 10/2/06 By: 
Approved: _____ Disapproved: _____ Date: _____ By: _____

OCT 02 2006

OTHER APPROVAL: (Specify department(s) participating or directly affected by this contract).

Departments: _____
Approved: _____ Disapproved: _____ Date: _____ By: _____
Approved: _____ Disapproved: _____ Date: _____ By: _____

ORIGINAL

COUNTY OF EL DORADO AMENDMENT II TO LEASE AGREEMENT # 307-L9911 DEPARTMENT OF HUMAN SERVICES

THIS AMENDMENT II to that certain Lease Agreement between the **COUNTY OF EL DORADO**, a political subdivision of the State of California, (hereinafter referred to as the "LESSEE), dated March 9, 1999, and **EL DORADO COUNTY JOB ONE**, a non-profit public benefit corporation (hereinafter referred to as the "LESSOR"); is hereby amended as follows:

WHEREAS, on March 9, 1999, a lease agreement ("Lease") was entered into between the **COUNTY OF EL DORADO**, a political subdivision of the State of California ("Lessee") and **El Dorado County Job One** a non-profit public benefit corporation ("Lessor"), for that certain real property know as: **4535 Missouri Flat Road, Suite A1, Placerville, Ca 95667** (Premises); and

WHEREAS, on September 19, 2000, Amendment #1 to Lease #307-L9911 was executed to reflect a change in address and a change in utility costs; and

WHEREAS, the Lessor and Lessee desire to amend said Lease Agreement to increase the size of leased Premises, monthly lease payments and to reflect the change in the percentage of said utility costs the Lessee is obligated to pay.

NOW THEREFORE, it is mutually agreed as follows:

- 1. Paragraph 1, PREMISES**, is hereby amended to add an additional 1,861 sq. ft. of office space to the existing 1,861 sq. ft. of office space said Premises shall hereinafter, consist of 3,722 square feet.
- 2. Paragraph 2, TERM**, is hereby amend to revise the term as follows:
The term of this Lease shall commence on July 1, 2006 and ending February 28, 2009, subject however, to earlier termination as hereinafter more particularly provided in Paragraph 20.
- 3. Paragraph 4, PAYMENT**, is hereby amended to increase the monthly lease payments to **Four Thousand Seven Hundred Twenty-Six Dollars and Ninety Four cents (\$4,726.94)** per month, which shall commence upon occupancy of the

additional space on July 1, 2006.

4. **Paragraph 5, OPTIONS FOR ADDITIONAL TERMS**, shall have the option to commence with the second option per the terms of the original lease agreement on March 1, 2009.


5. **Paragraph 13, UTILITIES**, is hereby amended to reflect the following:
 - A. Water and sewer suitable for the intended use of the Premises shall be provided and paid by Lessor.
 - B. Gas and/or electric utilities shall be paid by Lessee (ie, the County) at a rate equal to 70% of the total cost thereof.
 - C. Janitorial services shall be paid by the Lessee (ie, the County) at a rate equal to 70% of the total cost thereof.
 - D. Garbage removal shall be provided and paid by the Lessor.
 - E. Lessee shall pay for the cost of the telephone.

6. Exhibit "A" attached hereto shall be deemed a part of the Lease Agreement.

Except as herein amended, all other terms of said Lease Agreement shall remain unchanged and in full force and effect.

DEPARTMENT CONCURRENCE:

Dated: 10/4/06

Signed: 
John Litwinovich, Director
Department of Human Services

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IN WITNESS WHEREOF, the parties hereto have executed this Agreement the day and year first below written.

**LESSORS: EI DORADO COUNTY JOB ONE
A NON-PROFIT CALIFORNIA CORPORATION**

Dated: _____

Signed: *Vicki Barber*
**Dr. Vicki Barber, President
Executive Board of Directors**

LESSEE: COUNTY OF EL DORADO

Dated: _____

Signed: _____
**, Chairman
Board of Supervisors**

**Attest: Cindy Keck, clerk of the
Board of Supervisors**

Dated: _____

By: _____
Deputy Clerk

EXHIBIT A

**Missouri Station
4535 Missouri Flat Road, Suite 1A
Placerville, CA 95667**

Description	Total Square Footage	WIA %	DHS - WIA Square Footage	WTW%	DHS - WTW Square Footage
Public Restrooms	327	33%	109	33%	109
Re/Bus Center	1332	33%	444	33%	444
Workshop A	492	33%	164	33%	164
Workshop B	328	50%	164	50%	164
Workshop C	184	100%	184	0%	0
Staff Area	2120	35%	742	35%	742
EDD Manager	106	0%	0	0%	0
Janitor/Supply	99	33%	33	33%	33
Employee Room	234	33%	78	33%	78
Tel/Elec/Data Closet	105	33%	35	33%	35
Total Sqft	5327		1953		1769
Percent Total Sqft	100%		37%		33%

DHS - WIA: El Dorado County Department of Human Services, Community Services Division Workforce Investment Act
DHS -WTW: El Dorado County Department of Human Services, Social Services Division, Welfare to Work