



Contra  
Costa  
County

To: Board of Supervisors  
From: Julia R. Bueren, Public Works Director/Chief Engineer  
Date: February 25, 2014

Subject: 3105 Willow Pass Road, Bay Point – Lease for the Employment and Human Services Department

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**RECOMMENDATION(S):**

APPROVE the Lease with Ambrose Recreation and Park District for a term beginning January 1, 2014 and ending December 31, 2016, with one three-year option to renew the Lease, for approximately 5,193 square feet of office space located at 3105 Willow Pass Road, Bay Point, as requested by the Employment and Human Services Department, under the terms and conditions set forth in the Lease. (WLP839)

AUTHORIZE the Public Works Director, or designee, to execute the Lease on behalf of Contra Costa County (County), and to exercise any options to extend the Lease term.

**FISCAL IMPACT:**

80% Federal and State funding; 20% General Fund.

**BACKGROUND:**

The County has been leasing the premises at 3105 Willow Pass Road in Bay Point since 1996. The County provides employment and career counseling services at that location for the local community. This Lease will provide

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **02/25/2014** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

**VOTE OF SUPERVISORS**

AYE: John Gioia, District I  
Supervisor  
Candace Andersen, District II  
Supervisor  
Mary N. Piepho, District III  
Supervisor  
Karen Mitchoff, District IV  
Supervisor

ABSENT: Federal D. Glover, District V  
Supervisor

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

ATTESTED: February 25, 2014

David Twa, County Administrator and Clerk of the Board of Supervisors

By: Stacey M. Boyd, Deputy

Contact: Dave Silva  
925-313-2132

cc:



BACKGROUND: (CONT'D)

for the continuation of those services.

The County will pay a monthly rent of \$6,090 during 2014, and a total of \$223,620 during the three-year term.

CONSEQUENCE OF NEGATIVE ACTION:

The Lease for these premises will not be renewed, the County will not provide employment and career counseling services from this location, and the County will incur additional expenses in finding a new location.

CHILDREN'S IMPACT STATEMENT:

Not applicable.

ATTACHMENTS

Lease 3105 Willow Pass Road