



**Contra
Costa
County**

To: Board of Supervisors
From: Brian M. Balbas, Interim Public Works Director/Chief Engineer
Date: October 17, 2017

Subject: Approve additional funding for relocation of District V Supervisor to 190 E. 4th Street, Pittsburg.

RECOMMENDATION(S):

APPROVE and AUTHORIZE additional funding in the amount of \$200,000 under the 4-year lease term signed on July 11, 2017, for 3,412 square feet of office space located at 190 E. 4th Street, Pittsburg, for use by the Supervisor, District V, as recommended by the Interim Public Works Director.

AUTHORIZE and direct the Auditor's Department to pay for total funding for County's share of constructing tenant improvements, architectural costs, communications, furniture and fixtures, fire and safety systems, security, signage, moving expenses, and staff time.

FISCAL IMPACT:

The County's share of the cost of tenant improvements will not exceed \$400,000. (100% General Fund.)

BACKGROUND:

On July 11, 2017, the Board of Supervisors approved a 4-year lease term for the relocation of District V Supervisor. The Board initially approved \$200,000 in funding for this project.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **10/17/2017** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: John Gioia, District I Supervisor
Candace Andersen, District II Supervisor
Diane Burgis, District III Supervisor
Karen Mitchoff, District IV Supervisor
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: October 17, 2017

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

By: Stephanie Mello, Deputy

Contact: David Silva, (925)
313-2132

cc:

The lessor is providing the County with tenant improvement allowance of \$100,000. Any costs in excess of that amount would be the responsibility of the County. The initial bid for constructing these premises came in at \$729,864 but was

BACKGROUND: (CONT'D)

later reduced to \$334,545. This additional funding will cover higher tenant improvement costs (\$43,000), architectural expenses (\$40,000), communication costs (\$32,000), furniture and fixtures (\$30,000), fire and safety systems (\$18,550), security (\$5,000), signage (\$5,000), moving expenses (\$7,500), staff time (\$18,000) and will complete the project with the relocation of the Supervisor's office.

CONSEQUENCE OF NEGATIVE ACTION:

If this additional funding is not approved, the lease will have to be terminated through negotiations resulting in additional expenses already incurred for this project.