



**Contra
Costa
County**

To: Board of Supervisors

From: Brian M. Balbas, Interim Public Works Director/Chief Engineer

Date: December 19, 2017

Subject: Execute a Lease for office space at 3024 Willow Pass Road, Suite D, Concord, for the Health Services Department, ABCD program.

RECOMMENDATION(S):

APPROVE the Interim Public Works Director, or designee, to execute a lease with 3052 Willow Pass Road LLC, for a term of 5 years for 1,463 square feet of rentable office space at 3024 Willow Pass Road, Suite D, Concord, for the Health Services Department - Autism, Behavior and Child Development Center (ABCD) program, at an initial annual rent of \$35,988 for the first year with annual increases thereafter, with two five-year renewal terms, under the terms and conditions set forth in the lease.

AUTHORIZE the Interim Public Works Director, or designee, to execute the lease on behalf of Contra Costa County, and any renewal options under the terms and conditions set forth in the lease.

FISCAL IMPACT:

100% Enterprise 1 Fund

BACKGROUND:

The space that the Health Services Department - ABCD program occupies must be licensed under Contra Costa Regional Medical Center (CCRMC) to see patients associated with

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/19/2017** ☒ 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: December 19, 2017

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

By: Stephanie Mello, Deputy

Contact: Julin Perez, (925)
313-2010

cc:

outpatient service clinics. This lease will allow ABCD Program to consolidate their operations from CCRMC to one location at the Concord Health Center. The County is responsible for the cost of tenant improvements in the premises.

CONSEQUENCE OF NEGATIVE ACTION:

If this lease is not approved, the Health Services Department will continue to operate from multiple locations, and not be able to hire staff to support the growth of the ABCD Program and the County will incur additional expenses in finding a new location.

ATTACHMENTS

Exhibit C

Exhibit C #2

Lease #2

Lease