



**Contra
Costa
County**

To: Board of Supervisors
From: Brian M. Balbas, Public Works Director/Chief Engineer
Date: November 10, 2020

Subject: Lease Amendment for 1320 Arnold Drive, Suite 266, Martinez, for the Health Services Department Personnel Division.

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Public Works Director, or designee, to execute a lease amendment with RPE MUIR, LLC, for the office space located at 1320 Arnold Drive, Suite 266, Martinez, to extend the term of the lease through October 30, 2022, at an annual rent of \$27,636, with no rent increases, for continued occupancy by the Health Services Department.

FISCAL IMPACT:

100% Hospital Enterprise Fund I Cost Center 6547

BACKGROUND:

This space has served as the office for Health Services Personnel staff since 2015, performing transactions for onboarding new hire Health Services employees, processing probation/merit increases, and exiting employees. The space also serves to conduct oral boards for the Personnel Department.

CONSEQUENCE OF NEGATIVE ACTION:

If the lease extension is not approved, the Health Services Department may experience

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **11/10/2020** ☒ 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: November 10, 2020

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

By: June McHuen, Deputy

Contact: Julin Perez, 925.
957-2460

cc:

interruptions in its ability to provide services to the County community.

ATTACHMENTS

Lease Amendment