



**Contra
Costa
County**

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

Subject: Lease Amendment 1340 Arnold Drive, Suite 125, Martinez, for the Contra Costa Health Plan Analysis and Reporting Unit.

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Public Works Director, or designee, to execute a lease amendment with RPE MUIR, LLC, for office space located at 1340 Arnold Drive, Suite 125, Martinez, to extend the term of the lease through March 31, 2022, at an annual rent of \$38,940, with no rent increases, for continued occupancy by Contra Costa Health Plan Analysis Unit.

FISCAL IMPACT:

100% HMO Enterprise Fund, Cost Center 6123

BACKGROUND:

This space has served as the office for Contra Costa Health Plan (CCHP) Analysis and Reporting unit of the Health Services Department since March of 2015. This operation continually provides valuable services to the County community. The space continues to meet the requirements for this operation. By extending the lease term and allowing this operation to remain active at this location, the County will save money in relocation expenses and rents.

☒ 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:

CONSEQUENCE OF NEGATIVE ACTION:

If the lease extension is not approved, the Health Services Department may experience interruptions in its ability to provide primary analysis and reporting for CCHP.

ATTACHMENTS

Lease Amendment