



**Contra
Costa
County**

To: Board of Supervisors
From: Brian M. Balbas, Public Works Director/Chief Engineer
Date: March 2, 2021

Subject: Lease with J. Mortz Limited Partnership for office space at 3755 Alhambra Avenue, Suite 6, Martinez, for Health Services - Public Administration

RECOMMENDATION(S):

APPROVE a lease with J. Mortz Limited Partnership, for approximately 1,788 square feet of office space for Health Services Department – Public Administration at 3755 Alhambra Avenue, Suite 6, Martinez. The term of the lease is one year with one 1-year renewal term. The annual rental payment for the first year is \$27,672 with no rental increases.

AUTHORIZE the Public Works Director, or designee, to execute the lease and any renewal options.

FISCAL IMPACT:

100% General Fund. The lease will obligate the County to pay rent of approximately \$27,672 annually over the lease term.

BACKGROUND:

Health Services Department – Public Administration has been operating at this location since December 2015. The Office of the Public Administrator investigates and may administer the estates of persons who are residents of Contra Costa County at the time of death and who die without a qualified person willing or able to assume the responsibility.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY
ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **03/02/2021** ☒ 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: March 2, 2021

Monica Nino, County Administrator and Clerk of the Board of Supervisors

By: June McHuen, Deputy

Contact: Stacey Sinclair, 925.
957-2464

cc:

This lease provides for the County's continued occupancy of the premises by Health Services.

CONSEQUENCE OF NEGATIVE ACTION:

Not authorizing the lease for the continued operations of Health Services – Public Administration at this location would require finding another suitable location, at increased rent, together with the associated expenses of moving and constructing new tenant improvements.

ATTACHMENTS

Lease