



**Contra
Costa
County**

To: Contra Costa County Fire Protection District Board of Directors
 From: Lewis T. Broschard III, Chief, Contra Costa Fire Protection District
 Date: May 24, 2022

Subject: Lease and First Amendment with Seecon Commercial, LLC for Expansion of Fire District Administrative Offices

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Fire Chief, or designee, to execute a lease between the Fire District, as tenant, and Seecon Commercial, LLC, as lessor, for the lease of approximately 5,200 square feet of office space (Suite 260) in the building located at 405 Port Chicago Highway, Concord, for the term ending October 31, 2027 at an initial monthly rent of \$12,553.

APPROVE and AUTHORIZE the Fire Chief, or designee, to execute a lease amendment between the Fire District, as tenant, and Seecon Commercial, LLC, as lessor, to modify the terms of the lease of approximately 19,700 square feet of office space (Suite 250) located at 4005 Port Chicago Highway, Concord, to ensure that the lease of Suite 250 is coterminous with the lease of Suite 260, with no change in the previously negotiated rent.

FISCAL IMPACT:

Budgeted; 100% CCCFPD General Operating Fund. The rental cost for total new combined space for the first year is \$743,868 with annual increases thereafter.

BACKGROUND:

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY
ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **05/24/2022** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: John Gioia, Director
 Candace Andersen, Director
 Diane Burgis, Director
 Karen Mitchoff, Director
 Federal D. Glover, Director

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: May 24, 2022

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

Contact: Aaron McAlister, Deputy
 Fire Chief (925) 941-3300

By: June McHuen, Deputy

cc:

In 2017, Contra Costa County Fire Protection District Administration and Fire Prevention Bureau moved to its current location in Suite 250 at 4005 Port Chicago Highway in Concord. Since that time, a number of positions have been added to the District in order to meet the needs of the organization. While the original construction in 2017 included some expansion space, the majority of the expansion space is now occupied. In order to meet the future needs of the District, additional space is needed. The District will be annexing the East Contra Costa Fire Protection District on July 1, 2022. There are a number of staff members coming into the organization who will need office space. To meet this need, we are adding approximately 5,200 square feet to our space with the addition of Suite 260 which is adjacent to our existing space.

The long term vision is for the District to locate administration, dispatch and other District functions at the Public Safety Campus on the former Concord Naval Weapons site. This plan is not fully developed and will take several years to become formalized. Continuing to lease an office building to fill this gap is the best option for the District.

BACKGROUND: (CONT'D)

The District has worked with the Real Estate Division to negotiate the extension of the current lease and the expansion space for the property located at 4005 Port Chicago Highway in Concord.

CONSEQUENCE OF NEGATIVE ACTION:

If unapproved, Contra Costa County Fire Protection District would have to search for another suitable location for its administrative offices, resulting in potentially increased rental rates and associated moving expenses.