



0063

County of Santa Cruz

COUNTY ADMINISTRATIVE OFFICE

701 OCEAN STREET, SUITE 520, SANTA CRUZ, CA 95060-4073

(831) 454-2100 FAX: (831) 454-3420 TDD: (831) 454-2123

SUSANA. MAURIELLO, J.D., COUNTY ADMINISTRATIVE OFFICER

October 9, 2001

Agenda: October 16, 2001

BOARD OF SUPERVISORS
701 Ocean Street
Santa Cruz, CA 95060

RATIFICATION OF SUBLEASE AGREEMENTS FOR TEMPORARY RELOCATION OF 1400 EMELINE STREET SERVICES

Dear Board Members:

Your Board's approval is requested for the ratification of sublease agreements to provide temporary office space for the relocation of Human Resources Agency and Health Services Agency staff and services during the remediation of Building K at 1400 Emeline Street. The sublease agreements, which are on file with the Clerk of the Board, provide for a total of 64,000 square feet in two buildings of approximately equal size located in very close proximity to each other in the Harvey West Park area of the City of Santa Cruz. The adjacency of the buildings allows for the continued benefits of co-locating related services for the public and staff, and provides maximum flexibility for parking. The buildings require a minimum of improvements for the health and human services activities. We were very fortunate to be able to secure these subleases from three companies that were consolidating their services in this area.

The buildings are located at 100 Pioneer Street and 320/324/330 Encinal Street. The sublease agreements for the two buildings range in price from \$1.10/sq. ft. for the Pioneer Street site to \$1.20 and \$1.35/sq. ft. for the two subleases at the Encinal site. Triple net charges are anticipated to be approximately \$.18/sq. ft. In addition, the square footage cost for the Pioneer Street building and a portion of the Encinal building include systems furniture in a majority of the areas, making these very favorable lease rates. The Encinal building consists of three units and will house the Health Services Agency, including children's and adult mental health services. The term of the sublease is one year. The 100

SERVING THE COMMUNITY -WORKING FOR THE FUTURE

RELOCATION LEASES FOR 1400 EMELINE
Page 2Agenda: October 16, 2001

Pioneer Street site will house Human Resources Agency services, including Child Welfare Services. This building was available for a minimum two year term. Although it is anticipated that the remediation and reuse of 1400 Emeline will be completed in approximately one year, the Human Resources Agency has indicated that the availability of this cost-efficient space will allow them to relieve their current overcrowding at the Emeline campus while they complete their longer term space needs planning process which is currently underway. These costs will be fully borne by the agency and will be charged to their federal and State funding sources.

In order to meet the target time line of October 31, 2001 for the relocation of staff and services from 1400 Emeline, the Real Property Division of Public Works, County Counsel, Risk Management and the County Administrative Office have completed the execution of lease agreements for the identified sites. This was required to provide for the necessary access to the buildings and to undertake the improvements required for service delivery. At this time it is anticipated that the Human Resources Agency will be moving during the weekend of October 27-28 and the Health Services Agency will be moving the following weekend of November 3-4. Advance notice to the public will be done through mailers, flyers, the County's website and press releases.

It is therefore Recommended that your Board ratify sublease agreements at 100 Pioneer Street and 320/324/330 Encinal Street in the City of Santa Cruz to provide temporary office space for the Human Resources Agency and Health Services Agency during the remediation of Building K at 1400 Emeline Street.

Very truly yours,



Susan A. Mauriello
County Administrative Officer

cc. Auditor- Controller
County Counsel
Human Resources Agency
Health Services Agency
General Services
Real Property Division of Public Works

S:\Emeline\1400RelocationBdltr.wpd

SERVING THE COMMUNITY - WORKING FOR THE FUTURE