



0073

# County of Santa Cruz

DEPARTMENT OF CHILD SUPPORT SERVICES  
LYNN C. MILLER, DIRECTOR

P.O. BOX 1841  
SANTA CRUZ, CA 95061  
(831) 454-3700  
FAX (831) 454-3752

May 28, 2002

Agenda Date : June 11, 2002

Board of Supervisors  
County of Santa Cruz  
701 Ocean Street  
Santa Cruz, CA 95060

## APPROVE FINAL TENANT IMPROVEMENT COSTS

Dear Members of the Board:

On September 11, 2001 your Board approved a lease addendum providing for tenant improvements not to exceed \$53,800 at the 165 Westridge Drive office.

Due to unforeseen circumstances, the project has incurred additional costs for permits and changes to improve efficiency and safety of customers and staff in the amount of \$8,500. As with all operations of the Department of Child Support Services, there is no net County cost.

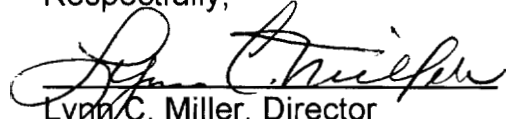
IT IS THEREFORE RECOMMENDED THAT YOUR BOARD:

1. Approve increase in project costs in the amount of \$8,500, and
2. Approve Request for Approval of Agreement (ADM-29), and
3. Authorize the Director Of Child Support Services to sign Lease Addendum #2 on behalf of the County.

RECOMMENDED:

  
Susan A. Mauriello, CAO

Respectfully,

  
Lynn C. Miller, Director  
Child Support Services

Attachment:  
ADM-29  
Lease Addendum #2

0074

**COUNTY OF SANTA CRUZ  
REQUEST FOR APPROVAL OF AGREEMENT**

TO: Board of Supervisors  
County Administrative Office  
Auditor **Controller**

FROM: Child Support Services (Department)  
BY: [Signature] (Signature) 5/23/02 (Date)  
Signature certifies that appropriations/revenues are available

AGREEMENT TYPE (Check One)

Expenditure Agreement ☒

Revenue Agreement ☐

The Board of Supervisors is hereby requested to approve the attached agreement and authorize the execution of same.

- Said agreement is between the Department of Child Support Services (Department/Agency)  
and Westridge 125 LLC 155 Westridge Drive, Watsonville, CA 95076 (Name/Address)
- The agreement will provide completion of tenant improvements in reception area, payment  
of tenant requested change orders after execution of contract.
- Period of the agreement is from September 1, 2001 to completion or June 30, 2002
- Anticipated Cost is \$ 8,500.00 ☐ Fixed ☐ Monthly Rate ☐ Annual Rate ☒ Not to Exceed  
Remarks: contract C012438-02 approved 9/11/01. Encumber additional \$8,500 for completion
- Detail: ☐ On Continuing Agreements List for FY \_\_\_\_ - \_\_\_\_ . Page CC-\_\_\_\_ Contract No: \_\_\_\_ OR ☐ 1<sup>st</sup> Time Agreement  
☐ Section II No Board letter required, will be listed under Item 8  
☐ Section III Board letter required  
☐ Section IV Revenue Agreement
- Appropriations/Revenues are available and are budgeted in 251000 (Index) 3810 (Sub object)

NOTE: IF APPROPRIATIONS ARE INSUFFICIENT, ATTACHED COMPLETED AUD-74 OR AUD-60

Appropriations are available and have been encumbered.  
are not will be

Contract No: C012438-02

By: P. Dillough Date: 5/28/02  
Auditor-Controller Deputy

Proposal and accounting detail reviewed and approved. It is recommended that the Board of Supervisors approve the agreement and authorize  
LYNN MILLER (Dept/Agency Head) to execute on behalf of the DEPARTMENT OF  
CHILD SUPPORT SERVICES (Department/Agency)

Date: 5/28/02

By: [Signature]  
County Administrative Office

Distribution:

Board of Supervisors - White  
Auditor Controller - Canary  
Auditor-Controller - Pink  
Department - Gold

State of California  
County of Santa Cruz

I, \_\_\_\_\_ ex-officio Clerk of the Board of Supervisors of the County of Santa Cruz,  
State of California, do hereby certify that the foregoing request for approval of agreement was ap-  
proved by said Board of Supervisors as recommended by the County Administrative Office by an  
order duly entered in the minutes of said Board on \_\_\_\_\_ 20\_\_

ADM - 29 (8/01)  
Title I, Section 300 Proc Man

By: Deputy Clerk

AUDITOR-CONTROLLER USE ONLY

CO	Document No.	\$ JE Amount	Lines	H/TL	Keyed By	Date
TC110			\$			
	Auditor Description		Amount	Index	Sub object	User Code

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LEASE ADDENDUM # 2

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This Lease Addendum #2 ("Addendum") is made to that Lease Agreement between **WESTRIDGE 125, LLC** ("Lessor"), and the **COUNTY OF SANTA CRUZ** ("Lessee") who agree as follows:

**1. RECITALS.** The parties agree upon the following facts and purposes:

a. **Lease.** The parties are Lessor and Lessee under that Lease Agreement dated June 12, 2001, (the "Lease") concerning the premises commonly known as 165 Westridge Drive, Watsonville, CA 95076, (the "Premises").

b. **Additional Leasehold Improvements.** To maximize Lessee's efficient use of the premises, the parties entered into Lease Addendum #1 September 2001 specifying additional improvements beyond those Lessor originally agreed to install in the Lease.

c. **Purpose.** The parties wish to amend the Lease to provide for Lessor to complete additional leasehold improvements incorporating change orders requested by Lessee.

**2. FINAL PROJECT COSTS.** The improvements incorporated under Addendum #1 are approximately 90% complete as of the week of May 27, 2002.

A. **Lessor's Cost.** The leasehold improvements included on the improvement plans include those leasehold improvements specified in Section 1.2 of the Lease which Lessor has installed at Lessor's expense, as agreed in the Lease.

B. **Lessee's Cost.** The additional leasehold improvements are Lessee's responsibility under the Lease. Lessor has installed such additional leasehold improvements as previously agreed in Addendum #1.

C. **Not To Exceed Amount.** Upon completion of the improvements and acceptance by Lessee, Lessor will invoice Lessee for final payment in an amount not to exceed \$8,500 by mutual agreement of the parties. Lessee agrees to remit final payment in the manner specified by Lessor.

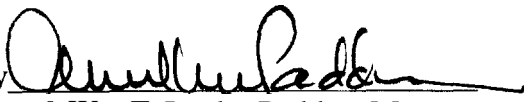
**3. CONFIRMATION.** Except as herein modified by this Addendum, all the other terms and provisions of the existing Lease, including the rent, will remain the same without change and are hereby confirmed.

**4. EXECUTION and SIGNATURES**

Executed in Santa Cruz County, California on May 29 2002.

**LESSOR**

WESTRIDGE 125, LLC  
by LR&G, its manager

By   
Wm F. Locke-Paddon, Manager

**LESSEE**

COUNTY OF SANTA CRUZ

By \_\_\_\_\_  
Lynn C. Miller, Director  
Child Support Services

**APPROVED AS TO FORM**

By   
County Counsel

5-30, 2002  
Date

**RECOMMENDED FOR APPROVAL**

By \_\_\_\_\_  
County Administrative Officer

\_\_\_\_\_, 2002  
Date