



Board Agenda Item 24

DATE: November 5, 2019

TO: Board of Supervisors

SUBMITTED BY: Lisa A. Smittcamp, District Attorney
Robert W. Bash, Director of Internal Services/Chief Information Officer

SUBJECT: Amendment I to Lease of Office Space for District Attorney

RECOMMENDED ACTION(S):

1. **Approve and authorize the Chairman to execute Amendment I to Lease Agreement #15-585 with Joe Cooper for office space used by the District Attorney, 929 L Street, Fresno, CA 93721, amending the term of the Lease to continue on a month-to-month basis, with termination on or before September 30, 2020, and with fixed monthly rent of \$17,215; and**
2. **Authorize the County Administrative Officer or the Director of Internal Services/Chief Information Officer, or a designee of one of them, to give notice of termination and terminate Lease Agreement #15-585, as amended, upon 90 days' written notice.**

Lease Agreement #15-585 will expire November 30, 2019. The recommended Amendment will amend the Lease to continue on a month-to-month basis, effective December 1, 2019, which will allow for continued occupancy by the District Attorney until the District Attorney's Office is able to move into the Rowell Building. In addition, the recommended amendment authorizes the County Administrative Officer (CAO) or Director of Internal Services/Chief Information Officer, or a designee, to provide notice of termination, and terminate the month-to-month Lease, upon 90 days' written notice. The monthly rent for the office space, effective December 1, 2019, is \$17,215 per month, and the amended Lease will terminate on or before September 30, 2020, but not sooner than May 31, 2020.

ALTERNATIVE ACTION(S):

There is no alternative action, as the County has not located any available temporary space to relocate District Attorney staff at the Cooper Building while the construction of the Rowell Building is completed.

FISCAL IMPACT:

There is no increase in Net County Cost associated with the recommend actions. The monthly rent will increase 3%, from \$16,713 to \$17,215 per month, effective December 1, 2019. Grant funds cover approximately 82% of the lease and associated costs. Sufficient appropriations and estimated revenues for rent, janitorial, utilities and security are included in the Adopted FY 2019-20 District Attorney Budget, Org 2860 and District Attorney-Grants Org 2862.

DISCUSSION:

The District Attorney's Office currently leases 10,568 square feet of office space at 929 L Street in Fresno for its grant-funded units, including: Consumer Protection, Real Estate Fraud, Workers' Compensation Insurance Fraud, Automobile Insurance Fraud, Life and Disability Insurance Fraud, Rural Crimes, and ID

Theft.

The current Lease term ends on November 30, 2019. The recommended amendment changes the term of the existing Lease to a month-to-month term, effective December 1, 2019, and ending on or before September 20, 2020, but not sooner than May 31, 2020.

The recommended amendment will enable the District Attorney's Office to stay in its current location until the District Attorney's Office is able to move to the Rowell Building, which is scheduled to begin in late spring of 2020. The recommended amendment also updates the notice section of the Lease, and authorizes the CAO or the Internal Services Director/CIO, or designee, to provide notice of termination, and terminate the month-to-month lease, upon 90 days' written notice.

ATTACHMENTS INCLUDED AND/OR ON FILE:

On file with Clerk - Lease Amendment I

CAO ANALYST:

Jeannie Z. Figueroa