

<h1 style="margin:0;">County Of Sonoma</h1> <h2 style="margin:0;">Agenda Item</h2> <h3 style="margin:0;">Summary Report</h3>		<p style="margin:0; font-size: small;">Clerk of the Board Use Only</p> <p style="margin:0; font-size: x-small;">Meeting Date Held Until</p> <p style="margin:0; font-size: x-small;"> / / / /</p> <p style="margin:0; font-size: small;">Agenda Item No: Agenda Item No:</p> <p style="margin:0; font-size: x-small;">_____</p>	
<p style="margin:0;">Department: General Services / Auditor-Controller-Treasurer-Tax Collector</p>		<p style="margin:0;">4/5 Vote Not Required</p>	
<p style="margin:0;">Contact: Mike Wagner</p>	<p style="margin:0;">Phone: (707) 565-2463</p>	<p style="margin:0;">Board Date: 11/17/2009</p>	<p style="margin:0;">Deadline for Board Action:</p>
<p>AGENDA SHORT TITLE: New Lease for Human Resources Management System (H.R.M.S.) Project.</p> <p>REQUESTED BOARD ACTION: Adopt a Resolution declaring intent to enter into a lease with CA-Fountaingrove Center Limited Partnership, for approximately 4,917 sq. ft. of office space located at 3550 Round Barn Boulevard, Suite 310, Santa Rosa, California.</p>			
<p>CURRENT FISCAL YEAR FINANCIAL IMPACT</p>			
<u>EXPENDITURES:</u>		<u>ADDITIONAL FUNDS REQUIRING BOARD APPROVAL:</u>	
Estimated Cost	\$45,114	Contingencies (Fund Name:)	\$0
Amount Budgeted	\$45,114	Unanticipated Revenue (Source:)	\$0
Other Available Appropriations (Explain Below)	\$0	Other Transfers (Source:)	\$0
Additional Requested	\$0	Additional Funds Requested	\$0
<p>Explanation (if required): Estimated rental expense totals \$45,114 (\$7,519 X 6 months) for FY 2009-2010.</p>			
<p>Prior Board Action: See attached summary of Prior Board Actions.</p>			
<p>Alternatives – Results of Non-Approval: The proposed lease is intended to facilitate the relocation of the H.R.M.S. staff currently housed at 3569 Round Barn Boulevard to allow Southwest Community Health Center (S.C.H.C.) , an important community health care partner to purchase the building. Not entering into a new lease for space at 3550 Round Barn may adversely impact or delay the sale of the 3569 property to S.C.H.C.</p>			

Background:

General. The County initiated the Human Resource Management System (H.R.M.S.) project after an internal review demonstrated that existing systems and processes were unable to facilitate the County’s short and long-term goals to share information across databases and provide for efficient and effective measurement and analysis on the use and management of County human resources. Detail findings and recommendations based on this review are contained in the Information Systems Department’s Strategic Plan for Technology (2005-2010) adopted by the Board in 2005. Specifically, the County found that it was unable to obtain a consistent and comprehensive view of employee skill and position data, support flexible payroll processing or employee self-service functions, nor provide support for user-defined queries and performance management initiatives.

On January 13, 2009, the Board authorized the Chair to execute an agreement with High Line Corporation for H.R.M.S. software implementation services. A project implementation team was formed which consists of 12 County staff F.T.E. and 3 High Line consultants. The implementation schedule is approximately 22 months in duration, during which time the H.R.M.S. implementation team will be required to train a large number of County staff.

Current H.R.M.S Team Premises. Because the H.R.M.S. project is underway and under critical implementation deadlines, it was necessary to find space to locate H.R.M.S. expediently. For the first phase of the implementation effort, the H.R.M.S. project team was housed at the La Plaza B building. With start up of Phase 2 activities, including the training of large groups of County employees, it was necessary to relocate the team from the crowded La Plaza B building to a more suitable work space. There was not sufficient County-owned space at the C.A.C. to accommodate the H.R.M.S. team and thus, it was determined that a leased space was necessary. On August 18, 2009, your Board approved execution of a sublease with Wells Fargo Bank, N.A. (“W.F.B.”) for approximately 4,557 sq. ft. of lease space located at 3569 Round Barn Boulevard, Santa Rosa (“Subleased Premises”). Since the execution of the Sublease, CA-Fountaingrove Center Limited Partnership (“Landlord”), the owner of the Subleased Premises has entered into a contract to sell the 3569 Round Barn Boulevard building to Southwest Community Health Center (S.C.H.C.).

S.C.H.C. is an important Department of Health Services health partner providing a variety of direct patient health care programs and clinics in addition to being a partner in the Santa Rosa Family Medical Residency Program. It is anticipated that pending Federal health care reform legislation will create a higher level of service demands at the local level, further adding to the need for service providers such as S.C.H.C. to have adequate program facilities. S.C.H.C. intends to expand its operations with the purchase of the building at 3569 Round Barn resulting in the use of the entire building including the space currently occupied by the H.R.M.S. team. Pursuant to the current Sublease for the H.R.M.S space, the Landlord cannot forcibly relocate H.R.M.S. operations and staff; however staff recommends that H.R.M.S. vacate the Subleased Premises and agree with the Landlord’s offer to relocate H.R.M.S. to 3550 Round Barn Boulevard (“New Premises”), at Landlord’s sole cost and expense and enter into a new lease featuring the same monthly consideration as the sublease, for the reasons stated above.

Proposed Lease Terms. Real Estate staff have negotiated a lease with the Landlord of the New Premises, the proposed terms of which follow:

- Premises: Approximately 4,917 sq. ft. of office space located at 3550 Round Barn Boulevard, Santa Rosa (commonly known as the Fountaingrove Executive Center). The New Premises have been custom-designed to meet H.R.M.S. needs and is more functional than the current Premises. Note: The New Premises is larger, however, the rent is the same as at the Current Premises.
- Initial Term: Two years.

Rent: Year 1 - \$1.53 psfpm, or \$7,519.05 per month
Year 2 - \$1.62 psfpm, or \$7,974.75 per month
(same as current sublease)

Termination: County may terminate the Lease upon 60 days' prior written notice for the following reasons: (a) non-appropriation of funds; (b) discontinuance of the program; (c) funding for the program is reduced or withdrawn; or (d) for any other reason.

Recommendation. Staff recommends that the Board adopt the attached Resolution, declaring intent to enter into a lease with CA-Fountaingrove Center Limited Partnership, for approximately 4,917 sq. ft. of office space located at 3569 Round Barn Boulevard, Suite 310, Santa Rosa, California.

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Attachments: Resolution; Prior Board Actions.

On File With Clerk: Copy of proposed Lease and Public Notice Request.

CLERK OF THE BOARD USE ONLY

Board Action (If other than "Requested")

Vote: