



COUNTY OF SAN MATEO
Inter-Departmental Correspondence

County Manager's Office

DATE: January 10, 2005
BOARD MEETING DATE: January 25, 2005
SPECIAL NOTICE/HEARING: None
VOTE REQUIRED: Majority

TO: Honorable Board of Supervisors

FROM: Steve Alms, Manager, Real Property

SUBJECT: Lease Agreement with the Poleselli Family Trust of warehouse and office space at 937 Bransten Road, San Carlos for the Sheriff's Office of Emergency Services (Lease No. 1269)

RECOMMENDATION:

Adopt a Resolution authorizing the President of the Board of Supervisors to execute a lease with the Poleselli Family Trust for warehouse and office space at 937 Bransten Road, San Carlos for the Sheriff's Office of Emergency Services, and authorizing the County Manager, or designee, at the discretion of the County Manager, to extend the term of the lease as set forth therein.

VISION ALIGNMENT:

Commitment: Ensure basic health and safety for all.

Goal(s): Maintain and enhance the public safety of all residents and visitors.

The Lease Agreement contributes to this goal by providing a centrally located facility for the equipment and staff of the Sheriff's Office of Emergency Services so that it can respond in an efficient and timely manner throughout the County.

PERFORMANCE MEASURES:

The negotiated industrial gross lease rate of \$0.65 per square foot per month compares favorably with the average asking rate in the San Carlos/Belmont Sub-Market of \$0.75 per square foot on a triple net basis.

Measure	Actual	San Carlos/Belmont Sub-Market
Average Asking Rate: San Carlos/Belmont	\$0.65 per sq. ft. Industrial Gross	\$0.75 per sq. ft. Triple Net

BACKGROUND:

The OES provides emergency response throughout San Mateo County. Personnel and vehicles must be centrally located to ensure effective response. In addition, the recent closure of the Men's Correction Facility leaves valuable equipment in an idle facility. Adequate warehouse space is available at 937 Bransten Road to accommodate the OES staff and equipment, and to provide secure storage for valuable equipment from the Men's Correction Facility.

The 4,000 square foot warehouse at 937 Bransten Road, which includes approximately 800 square feet of office area, will accommodate the personnel and equipment necessary for OES to respond County-wide, and will provide an alternative meeting site for OES staff.

DISCUSSION:

The Lease is for a term of four years at a fixed rent of \$2,600 per month (\pm \$0.65 per square foot per month). In addition, the County will be responsible for providing and paying the cost of utilities and services to the premises, and for a proportionate share of any annual increases in real property and insurance costs incurred by the landlord. The Lease provides the County the right to extend the term for an additional four years at the prevailing market rent.

County Counsel has reviewed and approved the Lease as to form. The Sheriff concurs in this recommendation.

FISCAL IMPACT:

The total rent of \$13,000 for the balance of Fiscal Year 2004-2005 is included in the Sheriff's 2004-2005 budget.

cc: Penny Bennett, w/ encl.
Sheriff Don Horsely
Capt. Don O'Keefe
Lee Lazaro