

HUMAN ASSISTANCE - EXECUTIVE SUMMARY

Executive Summary

Because of the unique nature of federal and state funding for facilities that support social services for clients, it is advantageous to lease, rather than own, those facilities. As a result, new leases for the Department of Human Assistance (DHA) are included in the Capital Improvement Plan if the monthly lease cost exceeds \$50,000. Projects proposed to be completed in the Fiscal Year 2006-07 Capital Budget include an "Operating Budget Impact" statement. The following are brief descriptions of several planned new major lease projects:

- **Elk Grove Bureau**--DHA received conceptual approval from the Board of Supervisors to relocate the existing Elk Grove Bureau office. The department is exploring replacing the Elk Grove and the Bowling Green facilities with a new common facility that would serve both communities. A facility of approximately 54,000 square feet would be required. Services will be provided for clients including California's Work Opportunity and Responsibilities to Kids (CalWORKs), Medi-Cal, General Assistance, Food Stamps, employment and counseling services, Shots for Tots, and child support services. The facility will include a community meeting room, conference rooms, a child waiting area, interview rooms, a Sheriff's security center, and secured parking for employees and county vehicles. Occupancy is expected by early 2011. The projected annual lease of the combined facility is estimated to be approximately \$2.0 million. **Estimated Total Cost: \$1,911,000.**
- **Galt Bureau**--A project is underway to secure a new, larger leased facility for the Galt Bureau Office. The Request for Proposal for this project should be issued in June 2006. The facility will be approximately 26,000 square feet and is expected to be available in Fiscal Year 2008-09. The Galt facility will be a full-service building providing services to Galt and the Delta communities. Expected annual lease costs are approximately \$900,000 in the early years of the lease. **Estimated Total Cost: \$3,485,594.**
- **Investigations Division**--The Board of Supervisors has provided conceptual approval to expand the DHA Investigations Division's existing space or to relocate the facility. As the current facility has experienced major structural damage, DHA is planning to relocate. Approximately 30,000 square feet will be required to adequately house this program. The larger space will allow DHA to consolidate its Investigations Division staff and provide investigators with a number of features they currently lack, including an evidence locker, a gun locker, and interview rooms. This Division has a confidential address and the selected site will allow the program to be located in an area where its anonymity will be maintained. Projected annual lease costs of approximately \$850,000 for this facility would begin in Fiscal Year 2007-08. **Estimated Total Cost: \$3,453,600.**
- **Research Bureau**--DHA is planning to replace the current Research Bureau Office facility. The new facility will be approximately 60,000 square feet and include a community meeting room, interview rooms, a child waiting area and Sheriff's security center. The building will provide the full-range of public assistance and employment services to the residents of Del Paso Heights. The building should be available in Fiscal Year 2009-10. Annual lease costs are expected to be in excess of \$2.0 million. **Estimated Total Cost: \$3,750,000.**

- **Senior Nutrition Services**--DHA is planning to replace the current Senior Nutrition Services facility. The new facility will be approximately 30,000 square feet and include a commercial kitchen, dry storage, and office space. The building should be available for occupancy in late fall 2006. Annual lease costs are estimated to be approximately \$600,000. **Estimated Total Cost: \$6,067,753.**

HUMAN ASSISTANCE

SUMMARY

PROJ. #	PROJECT	PRIOR YEARS	FISCAL YEAR 2006-07	FISCAL YEAR 2007-08	FISCAL YEAR 2008-09	FISCAL YEAR 2009-10	FISCAL YEAR 2010-11	TOTAL
1	New Lease - Elk Grove Bureau	\$0	\$0	\$125,000	\$125,000	\$275,000	\$1,386,000	\$1,911,000
2	New Lease - Galt Bureau	97,094	75,000	250,000	907,500	1,078,000	1,078,000	3,485,594
3	New Lease - Investigations Division	50,000	75,000	125,000	1,050,000	1,060,000	1,093,600	3,453,600
4	New Lease - Research Bureau	0	0	125,000	300,000	895,000	2,430,000	3,750,000
5	New Lease - Senior Nutrition Services	375,000	2,396,673	794,007	824,020	824,020	854,033	6,067,753
	TOTAL	\$522,094	\$2,546,673	\$1,419,007	\$3,206,520	\$4,132,020	\$6,841,633	\$18,667,947

New Lease – Elk Grove Bureau

Department: Human Assistance
 Expected Occupancy Date: 2011

Estimated Lease/Project Costs: \$1,911,000
 Funding Sources: State: 54%
 Federal: 36%
 County General Fund: 10%



Project Description:

The Department of Human Assistance (DHA) received conceptual approval from the Board of Supervisors to proceed with the relocation of the existing Elk Grove Bureau Office. DHA is researching combining the Elk Grove Bureau with the Bowling Green Bureau and relocating to a site centrally located for the combined client base. The County will seek a developer for a build-to-suit facility of approximately 54,000 square feet. It is anticipated that a Request For Proposal process would be completed by mid-Fiscal Year 2007-08. Securing a site and preparing facility plans should occur by the middle of Fiscal Year 2008-09 with occupancy of the new facility by January 2011. The new bureau will be designed with space for a range of services for clients, including California’s Work Opportunity and Responsibilities to Kids (CalWORKs), Medi-Cal, General Assistance, Food Stamps, employment services, counseling services that deal with barriers to employment, Shots for Tots, and Child Support Services. This facility will also have a community meeting room, conference rooms, and secured parking.

New Lease - Elk Grove Bureau

Project Costs	Prior Years	Fiscal Year 2006-07	Fiscal Year 2007-08	Fiscal Year 2008-09	Fiscal Year 2009-10	Fiscal Year 2010-11	Total
Lease Costs	0	0	0	0	0	1,016,000	1,016,000
Facility Operating Cost	0	0	0	0	0	220,000	220,000
Project Management/Design	0	0	100,000	100,000	250,000	125,000	575,000
Misc. Project Costs	0	0	25,000	25,000	25,000	25,000	100,000
TOTAL	0	0	125,000	125,000	275,000	1,386,000	1,911,000

Funding Sources	Prior Years	Fiscal Year 2006-07	Fiscal Year 2008-09	Fiscal Year 2008-09	Fiscal Year 2009-10	Fiscal Year 2010-11	Total
State Funding	0	0	67,500	67,500	148,500	748,440	1,031,940
Federal Funding	0	0	45,000	45,000	99,000	498,960	687,960
County General Fund	0	0	12,500	12,500	27,500	138,600	191,100
TOTAL	0	0	125,000	125,000	275,000	1,386,000	1,911,000

New Lease • Galt Bureau

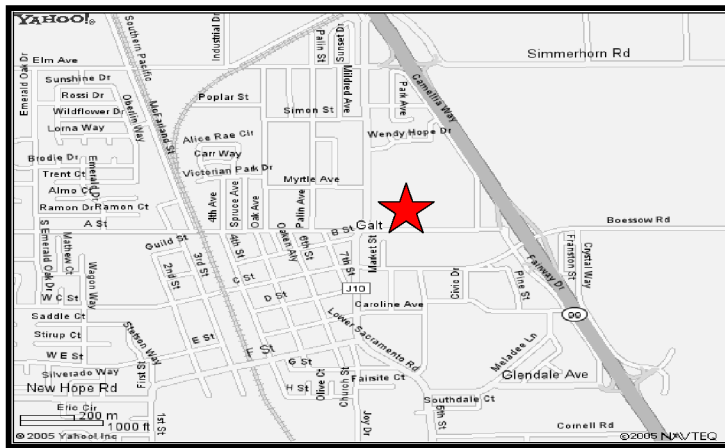
Greater Galt Area

Department: Human Assistance

Estimated Lease/Project Costs: \$3,485,594

Expected Occupancy Date: 2009

Funding Sources: State: 54%
Federal: 36%
County General Fund: 10%



Project Description:

The Department of Human Assistance received conceptual approval from the Board of Supervisors to proceed with the relocation of the existing Galt Bureau office. There is no room to expand at the current site. The County will seek a developer for a build-to-suit facility of approximately 26,000 square feet. It is anticipated that a Request For Proposal process will be completed in early Fiscal Year 2006-07. Securing a site should occur by the end of Fiscal Year 2006-07 with occupancy of the new facility in the third quarter of Fiscal Year 2008-09. The new bureau will be designed with space for a range of services for clients, including CalWORKs, Medi-Cal, General Assistance, Food Stamps, employment services, counseling services that deal with barriers to employment, Shots for Tots, and Child Support Services. This facility will also have a community meeting room, conference rooms, and secured parking.

New Lease - Galt Bureau

Project Costs	Prior Years	Fiscal Year 2006-07	Fiscal Year 2007-08	Fiscal Year 2008-09	Fiscal Year 2009-10	Fiscal Year 2010-11	Total
Lease Costs	0	0	0	357,500	858,000	858,000	2,073,500
Facility Operating Cost	0	0	0	300,000	220,000	220,000	740,000
Project Management/Design	97,094	50,000	200,000	200,000	0	0	547,094
Misc. Project Costs	0	25,000	50,000	50,000	0	0	125,000
TOTAL	97,094	75,000	250,000	907,500	1,078,000	1,078,000	3,485,594

Funding Sources	Prior Years	Fiscal Year 2006-07	Fiscal Year 2007-08	Fiscal Year 2008-09	Fiscal Year 2009-10	Fiscal Year 2010-11	Total
State Funding	52,431	40,500	135,000	490,050	582,120	582,120	1,882,221
Federal Funding	34,954	27,000	90,000	326,700	388,080	388,080	1,254,814
County General Fund	9,709	7,500	25,000	90,750	107,800	107,800	348,559
TOTAL	97,094	75,000	250,000	907,500	1,078,000	1,078,000	3,485,594

New Lease – Investigations Division

Department: Human Assistance **Estimated Lease/Project Costs:** \$3,453,600
Expected Occupancy Date: 2008 **Funding Sources:** State: 54%
 Federal: 36%
 County General Fund: 10%

Project Description:

The Department of Human Assistance received conceptual approval from the Board of Supervisors to proceed with either an expansion at the current site or the relocation of the Division office to a redevelopment area. The recently renewed lease expires December 31, 2008. The County plans to exercise the December 31, 2006, early cancel date to relocate to a new site to be selected in Fiscal Year 2006-07. The approximately 30,000 square feet facility will consolidate all of the division’s staff at one site.

This project will house DHA’s Investigations Division. It will have a confidential address and will be located in an area where the division’s anonymity will be maintained.

New Lease - Investigations Division

Project Costs	Prior Years	Fiscal Year 2006-07	Fiscal Year 2007-08	Fiscal Year 2008-09	Fiscal Year 2009-10	Fiscal Year 2010-11	Total
Lease Costs	0	0	0	840,000	840,000	873,600	2,553,600
Facility Operating Cost	0	0	0	200,000	220,000	220,000	640,000
Project Management/ Design	25,000	50,000	100,000	10,000	0	0	185,000
Misc. Project Costs	25,000	25,000	25,000	0	0	0	75,000
TOTAL	50,000	75,000	125,000	1,050,000	1,060,000	1,093,600	3,453,600

Funding Sources	Prior Years	Fiscal Year 2006-07	Fiscal Year 2007-08	Fiscal Year 2008-09	Fiscal Year 2009-10	Fiscal Year 2010-11	Total
State Funding	27,000	40,500	67,500	567,000	572,400	590,544	1,864,944
Federal Funding	18,000	27,000	45,000	378,000	381,600	393,696	1,243,296
County General Fund	5,000	7,500	12,500	105,000	106,000	109,360	345,360
TOTAL	50,000	75,000	125,000	1,050,000	1,060,000	1,093,600	3,453,600

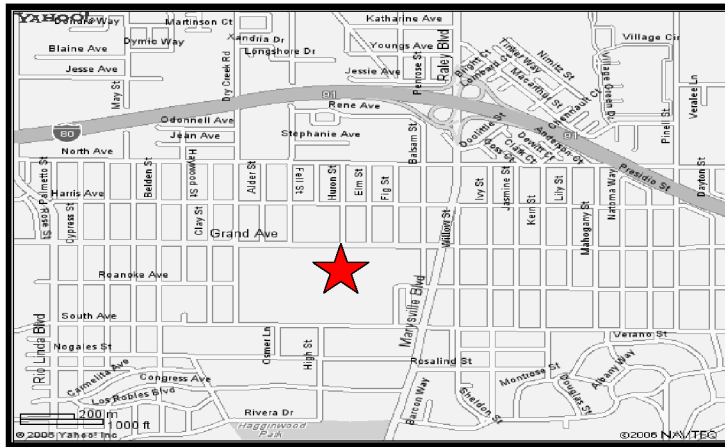
New Lease – Research Bureau

Department: Human Assistance

Estimated Lease/Project Costs: \$3,750,000

Expected Occupancy Date: 2009-10

Funding Sources: State: 54%
Federal: 36%
County General Fund: 10%



Project Description:

The Department of Human Assistance received conceptual approval from the Board of Supervisors to proceed with the relocation of the existing Research Drive Bureau office. The Department anticipates relocating to a site near Marysville Boulevard. It is anticipated occupancy of a new 60,000 square foot facility would occur in Fiscal Year 2009-10. The new Bureau will be designed with space for a range of services for clients, including CalWORKs, Medi-Cal, employment services, counseling services that deal with barriers to employment, Shots for Tots, and Child Support Services. This facility will also have a community meeting room, conference rooms, and secured parking.

New Lease - Research Bureau

Project Costs	Prior Years	Fiscal Year 2006-07	Fiscal Year 2007-08	Fiscal Year 2008-09	Fiscal Year 2009-10	Fiscal Year 2010-11	Total
Lease Costs	0	0	0	0	540,000	2,160,000	2,700,000
Facility Operating Cost	0	0	0	0	55,000	220,000	275,000
Project Management/Design	0	0	100,000	250,000	250,000	25,000	625,000
Misc. Project Costs	0	0	25,000	50,000	50,000	25,000	150,000
TOTAL	0	0	125,000	300,000	895,000	2,430,000	3,750,000

Funding Sources	Prior Years	Fiscal Year 2006-07	Fiscal Year 2007-08	Fiscal Year 2008-09	Fiscal Year 2009-10	Fiscal Year 2010-11	Total
State Funding	0	0	67,500	162,000	483,300	1,312,200	2,025,000
Federal Funding	0	0	45,000	108,000	322,200	874,800	1,350,000
County General Fund	0	0	12,500	30,000	89,500	243,000	375,000
TOTAL	0	0	125,000	300,000	895,000	2,430,000	3,750,000

New Lease – Senior Nutrition Services

Department: Human Assistance

Estimated Lease/Project Costs: \$6,067,753

Expected Occupancy Date: 2006-07

Funding Sources: County General Fund: 28%
Tobacco Litigation Settlement Funds: 33%
Area 4 Agency on Aging and Donations: 39%



Project Description:

The Department of Human Assistance received approval from the Board of Supervisors to proceed with the relocation of the existing Senior Nutrition Services kitchen and offices. A site in West Sacramento has been selected through the Request for Proposal process, and occupancy is expected in late fall 2006. This facility will provide approximately 30,000 square feet of space which will be used for a commercial kitchen, dry storage, and office space.

Operating Budget Impact:

First year lease costs of approximately \$2.2 million consists of additional rent and capital equipment purchases. Of these costs, \$2.0 million in Tobacco Litigation Settlement Funds will be used for the purchase of additional kitchen equipment, installation, and other capital equipment. Facility operating costs are estimated to increase by \$183,333.

New Lease - Senior Nutrition Services

Project Costs	Prior Years	Fiscal Year 2006-07	Fiscal Year 2007-08	Fiscal Year 2009-09	Fiscal Year 2009-10	Fiscal Year 2010-11	Total
Lease Costs	0	2,178,340	574,007	604,020	604,020	634,033	4,594,420
Facility Operating Cost	200,000	183,333	220,000	220,000	220,000	220,000	1,263,333
Project Management/Design	175,000	25,000	0	0	0	0	200,000
Misc. Project Costs	0	10,000	0	0	0	0	10,000
TOTAL	375,000	2,396,673	794,007	824,020	824,020	854,033	6,067,753

Funding Sources	Prior Years	Fiscal Year 2006-07	Fiscal Year 2007-08	Fiscal Year 2008-09	Fiscal Year 2009-10	Fiscal Year 2010-11	Total
County General Fund	21,000	195,068	222,322	230,726	230,726	239,129	1,138,971
Tobacco Litigation Funds	300,000	1,700,000	0	0	0	0	2,000,000
Other Funding	54,000	501,605	571,685	593,294	593,294	614,904	2,928,782
TOTAL	375,000	2,396,673	794,007	824,020	824,020	854,033	6,067,753