

# 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 2008-09 Capital Budget include an "Operating Budget Impact" statement. The following are brief descriptions of several planned new major lease projects:

- **Elk Grove Bureau** -- 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. Occupancy is expected by the third quarter of Fiscal Year 2011-12. The annual lease of the combined facility is estimated to be approximately \$2.3 million. **Estimated Total Cost: \$4,302,800**
- **Galt Bureau** -- A site has been selected and lease negotiations are proceeding to secure a new, larger leased facility for the Galt Bureau Office. The facility will be approximately 27,000 square feet and is expected to be available in the fourth quarter of Fiscal Year 2008-09. The Galt facility will be a full-service building providing services to Galt and the Delta communities. Lease costs are initially estimated at approximately \$1.1 million per year. **Estimated Total Cost: \$6,349,400**
- **Investigations and Information Systems Divisions** -- The original Investigations Division project expanded to include collocating with the department's Information Systems Division. A site has been selected and the two divisions will occupy approximately 50,000 square feet. Annual lease costs of approximately \$1.6 million per year for this facility would begin in the fourth quarter of Fiscal Year 2008-09. **Estimated Total Cost: \$8,464,400**
- **Research Bureau** -- DHA is planning to replace the current Research Bureau Office facility. The new facility will be approximately 60,000 square feet. The facility will provide the full-range of public assistance and employment services to the residents of Del Paso Heights. The building should be available in the third quarter of Fiscal Year 2010-11. Lease costs are expected to be approximately \$2.5 million per year. **Estimated Total Cost: \$7,870,800**

# HUMAN ASSISTANCE

## SUMMARY

PROJ #	PROJECT	PRIOR YEARS	FISCAL YEAR 2008-09	FISCAL YEAR 2009-10	FISCAL YEAR 2010-11	FISCAL YEAR 2011-12	FISCAL YEAR 2012-13	TOTAL
1	New Lease - Elk Grove Bureau	\$12,000	\$25,000	\$220,000	\$195,000	\$1,283,600	\$2,567,200	\$4,302,800
2	New Lease - Galt Bureau	322,100	500,400	1,321,600	1,361,300	1,401,200	1,443,200	6,349,800
3	New Lease - Investigations and Information Systems Divisions	130,000	612,000	1,847,000	1,896,600	1,958,400	2,020,400	8,464,400
4	New Lease - Research Bureau	0	152,500	400,000	1,637,700	2,806,000	2,874,600	7,870,800
<b>TOTAL</b>		<b>\$464,100</b>	<b>\$1,289,900</b>	<b>\$3,788,600</b>	<b>\$5,090,600</b>	<b>\$7,449,200</b>	<b>\$8,905,400</b>	<b>\$26,987,800</b>

## PRIOR-YEAR COMPLETED/CANCELLED PROJECTS SUMMARY

PROJ #	PROJECT	PRIOR YEARS	FISCAL YEAR 2007-08	FISCAL YEAR 2008-09	FISCAL YEAR 2009-10	FISCAL YEAR 2010-11	FISCAL YEAR 2011-12	TOTAL	REASON DROPPED
3	New Lease - Investigations Division	\$50,000	\$80,000	\$0	\$0	\$0	\$0	\$130,000	Name changed to include Information Systems Division

# CAPITAL IMPROVEMENT PLAN

## HUMAN ASSISTANCE

### New Lease – Elk Grove Bureau

Elk Grove or South Sacramento Area

Project #1

**Department:** Human Assistance

**Estimated Lease/Project Costs:** \$4,302,800

**Expected Occupancy Date:** 2012

**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 2008-09. Securing a site and preparing facility plans should occur by the middle of Fiscal Year 2009-10 with occupancy of the new facility by the third quarter 2012. The new bureau will be designed with space for a range of services for clients, including California's Work Opportunity and Responsibilities to Kids (CaWORKs), Medi-Cal, General Assistance, Food Stamps, employment services, counseling services that deal with barriers to employment, Shots for Tots, and play care. 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 2008-09	Fiscal Year 2009-10	Fiscal Year 2010-11	Fiscal Year 2011-12	Fiscal Year 2012-13	Total
Lease Costs	0	0	0	0	1,134,000	2,268,000	3,402,000
Facility Operating Cost	0	0	0	0	149,600	299,200	448,800
Project Management/Design	12,000	25,000	120,000	120,000	0	0	277,000
Misc. Project Costs	0	0	100,000	75,000	0	0	175,000
<b>TOTAL</b>	<b>12,000</b>	<b>25,000</b>	<b>220,000</b>	<b>195,000</b>	<b>1,283,600</b>	<b>2,567,200</b>	<b>4,302,800</b>

Funding Sources	Prior Years	Fiscal Year 2008-09	Fiscal Year 2009-10	Fiscal Year 2010-11	Fiscal Year 2011-12	Fiscal Year 2012-13	Total
State Funding 54%	6,480	13,500	118,800	105,300	693,144	1,386,288	2,323,512
Federal Funding 36%	4,320	9,000	79,200	70,200	462,096	924,192	1,549,008
County General Fund 10%	1,200	2,500	22,000	19,500	128,360	256,720	430,280
<b>TOTAL</b>	<b>12,000</b>	<b>25,000</b>	<b>220,000</b>	<b>195,000</b>	<b>1,283,600</b>	<b>2,567,200</b>	<b>4,302,800</b>

# CAPITAL IMPROVEMENT PLAN

## HUMAN ASSISTANCE

### New Lease – Galt Bureau

501 Amador Avenue, Galt, CA 95632

Project #2

**Department:** Human Assistance

**Estimated Lease/Project Costs:** \$6,349,800

**Expected Occupancy Date:** 2009

**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 Galt Bureau office. In July 2006, the County issued a Request for Proposal to construct a build-to-suit facility for DHA of approximately 27,000 square feet. A site was selected in December 2006, and occupancy is expected for the fourth quarter of Fiscal Year 2008-09. The new facility will be designed with space for a range of services for clients, including CalWORKs, Medi-Cal, General Assistance, Food Stamps, employment services, counseling services, Shots for Tots, and play care. This facility will also have a community meeting room, conference rooms, and secured parking.

#### New Lease - Galt Bureau

Project Costs	Prior Years	Fiscal Year 2008-09	Fiscal Year 2009-10	Fiscal Year 2010-11	Fiscal Year 2011-12	Fiscal Year 2012-13	Total
Lease Costs	0	275,400	1,101,600	1,134,700	1,167,800	1,202,800	4,882,300
Facility Operating Cost	0	75,000	220,000	226,600	233,400	240,400	995,400
Project Management/ Design	247,100	100,000	0	0	0	0	347,100
Misc. Project Costs	75,000	50,000	0	0	0	0	125,000
<b>TOTAL</b>	<b>322,100</b>	<b>500,400</b>	<b>1,321,600</b>	<b>1,361,300</b>	<b>1,401,200</b>	<b>1,443,200</b>	<b>6,349,800</b>

Funding Sources	Prior Years	Fiscal Year 2008-09	Fiscal Year 2009-10	Fiscal Year 2010-11	Fiscal Year 2011-12	Fiscal Year 2012-13	Total
State Funding 54%	173,934	270,216	713,664	735,102	756,648	779,328	3,428,892
Federal Funding 36%	115,956	180,144	475,776	490,068	504,432	519,552	2,285,928
County General Fund 10%	32,210	50,040	132,160	136,130	140,120	144,320	634,980
<b>TOTAL</b>	<b>322,100</b>	<b>500,400</b>	<b>1,321,600</b>	<b>1,361,300</b>	<b>1,401,200</b>	<b>1,443,200</b>	<b>6,349,800</b>

# CAPITAL IMPROVEMENT PLAN

## HUMAN ASSISTANCE

### New Lease – Investigations and Information Systems Divisions

3075 Prospect Park, Rancho Cordova, CA 95670

Project #3

**Department:** Human Assistance

**Estimated Lease/Project Costs:** \$8,464,400

**Expected Occupancy Date:** 2009

**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 Investigations Division expansion at the current site or the program's relocation. After an extensive analysis of the current location and review of several area site searches, a new site location was selected in November 2007. The department's space planning goals also included relocating the Information Systems Division to a larger facility with additional raised floor and warehouse areas. The project presented an opportunity to collocate the two divisions in an approximately 50,000 square foot space which will include shared areas; i.e., conference rooms, break room, restrooms, etc., in addition to each program's space. Occupancy is anticipated by the fourth quarter of Fiscal Year 2008-09.

As this project will house DHA's Investigations Division, the program will continue to maintain a confidential address and anonymity in its location.

**New Lease - Investigations and Information Systems Divisions**

Project Costs	Prior Years	Fiscal Year	Fiscal Year	Fiscal Year	Fiscal Year	Fiscal Year	Total
		2008-09	2009-10	2010-11	2011-12	2012-13	
Lease Costs	0	405,000	1,620,000	1,670,000	1,725,000	1,780,000	7,200,000
Facility Operating Cost	0	55,000	220,000	226,600	233,400	240,400	975,400
Project Management/Design	55,000	82,000	7,000	0	0	0	144,000
Misc. Project Costs	75,000	70,000	0	0	0	0	145,000
<b>TOTAL</b>	<b>130,000</b>	<b>612,000</b>	<b>1,847,000</b>	<b>1,896,600</b>	<b>1,958,400</b>	<b>2,020,400</b>	<b>8,464,400</b>

Funding Sources	Prior Years	Fiscal Year	Fiscal Year	Fiscal Year	Fiscal Year	Fiscal Year	Total
		2008-09	2009-10	2010-11	2011-12	2012-13	
State Funding 54%	70,200	330,480	997,380	1,024,164	1,057,536	1,091,016	4,570,776
Federal Funding 36%	46,800	220,320	664,920	682,776	705,024	727,344	3,047,184
County General Fund 10%	13,000	61,200	184,700	189,660	195,840	202,040	846,440
<b>TOTAL</b>	<b>130,000</b>	<b>612,000</b>	<b>1,847,000</b>	<b>1,896,600</b>	<b>1,958,400</b>	<b>2,020,400</b>	<b>8,464,400</b>

# CAPITAL IMPROVEMENT PLAN

## HUMAN ASSISTANCE

### New Lease – Research Bureau

Proposed Search Area: North – Grand Avenue  
 East – Auburn Boulevard/Roseville Road  
 West – Rio Linda Boulevard  
 South – El Camino Avenue

Project #4

**Department:** Human Assistance

**Estimated Lease/Project Costs:** \$7,870,800

**Expected Occupancy Date:** 2011

**Funding Sources:** State, Federal, County  
 General Fund

**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 that occupancy of a new 60,000 square foot facility would occur in the third quarter of Fiscal Year 2010-11. 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**

<b>Project Costs</b>	<b>Prior Years</b>	<b>Fiscal Year 2008-09</b>	<b>Fiscal Year 2009-10</b>	<b>Fiscal Year 2010-11</b>	<b>Fiscal Year 2011-12</b>	<b>Fiscal Year 2012-13</b>	<b>Total</b>
Lease Costs	0	0	0	1,260,000	2,520,000	2,580,000	6,360,000
Facility Operating Cost	0	0	0	277,700	286,000	294,600	858,300
Project Management/ Design	0	120,000	300,000	75,000	0	0	495,000
Misc. Project Costs	0	32,500	100,000	25,000	0	0	157,500
<b>TOTAL</b>	<b>0</b>	<b>152,500</b>	<b>400,000</b>	<b>1,637,700</b>	<b>2,806,000</b>	<b>2,874,600</b>	<b>7,870,800</b>

  

<b>Funding Sources</b>	<b>Prior Years</b>	<b>Fiscal Year 2008-09</b>	<b>Fiscal Year 2009-10</b>	<b>Fiscal Year 2010-11</b>	<b>Fiscal Year 2011-12</b>	<b>Fiscal Year 2012-13</b>	<b>Total</b>
State Funding 54%	0	82,350	216,000	884,358	1,515,240	1,552,284	4,250,232
Federal Funding 36%	0	54,900	144,000	589,572	1,010,160	1,034,856	2,833,488
County General Fund 10%	0	15,250	40,000	163,770	280,600	287,460	787,080
<b>TOTAL</b>	<b>0</b>	<b>152,500</b>	<b>400,000</b>	<b>1,637,700</b>	<b>2,806,000</b>	<b>2,874,600</b>	<b>7,870,800</b>