

**REPORT/RECOMMENDATION TO THE BOARD OF SUPERVISORS
OF THE COUNTY OF SAN BERNARDINO
AND RECORD OF ACTION**

August 6, 2019

FROM

GARY MCBRIDE, Chief Executive Officer, County Administrative Office

SUBJECT

Capital Improvement Program Requests and Short-Term Leases

RECOMMENDATION(S)

Receive the list of County Administrative Office approved Capital Improvement Program requests and short-term leases for the period of April 3, 2019 through July 5, 2019.
(Presenter: Matthew Erickson, County Chief Financial Officer, 387-5423)

COUNTY AND CHIEF EXECUTIVE OFFICER GOALS & OBJECTIVES

Improve County Government Operations.

FINANCIAL IMPACT

There is no impact to Discretionary General Funding (Net County Cost) associated with this item. The use of the procedures adopted under County Policy No. 12-02 allows the Real Estate Services Department to more quickly and efficiently meet the space needs of the County by submitting written proposals whereby the Board can approve an Alternate Procedure via memo and follow up with Board action at a later date.

BACKGROUND INFORMATION

On November 7, 2000, the Board of Supervisors (Board) adopted County Policy No. 12-02 – Leasing Privately Owned Real Property for County Use. Paragraph 2B of the policy provides that the County Administrative Office (CAO) shall prepare a timely agenda item to the Board listing the CAO's approval of Capital Improvement Program (CIP) requests that authorize the commencement of any Formal Request for Proposal (RFP), Solicitation of Proposal (SOP), Short Term Proposal (STP) and/or alternative procedure process for the lease of privately owned real property for County use and the approval of any STP leases pursuant to the STP process.

The following requests were approved by the CAO for the period of April 3, 2019 through July 5, 2019 to begin the CIP process for these projects:

Date Approved/CIP #	Location	Department	Sq. Ft./Type Process	Funding Source
April 22, 2019 CIP #20-066	San Bernardino - 808 East Mill St.	Sheriff	21,446/Alternative Procedure	Operating Budget
April 22, 2019 CIP #19-206	Baker- 56755- 56788 Park Rd.	Sheriff	65,340/Alternative Procedure	Operating Budget

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Date Approved/CIP #	Location	Department	Sq. Ft./Type Process	Funding Source
June 13, 2019 CIP #20-094	San Bernardino- 295 Caroline St.	Registrar of Voters	20,000/Alternative Procedure	General Fund
June 27, 2019 CIP #19-225	Redlands- 800 East Lugonia Ave.	ARMC	5,880/Alternative Procedure	Operating Budget
June 27, 2019 CIP #20-096	San Bernardino- 658 East Brier St.	Behavioral Health	8,540/Alternative Procedure	Operating Budget
July 5, 2019 CIP #20-097	Barstow- 1841 East Main St.	Behavioral Health	4,236/Alternative Procedure	Operating Budget
July 5, 2019 CIP #20-098	San Bernardino- 412 Hospitality Ln.	Public Defender	13,368/Alternative Procedure	Operating Budget

There were no STP Leases approved by the County Chief Financial Officer for the period of April 3, 2019 through July 5, 2019.

PROCUREMENT

NA

REVIEW BY OTHERS

This item has been reviewed by Finance (Ginger Roosa, Principal Administrative Analyst, 387-4883) on July 8, 2019; and County Finance and Administration (Matthew Erickson, County Chief Financial Officer, 387-5423) on July 8, 2019.

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Record of Action of the Board of Supervisors
County of San Bernardino

APPROVED (CONSENT CALENDAR)

Moved: Robert A. Lovingood Seconded: Dawn Rowe

Ayes: Robert A. Lovingood, Janice Rutherford, Dawn Rowe, Curt Hagman, Josie Gonzales

Lynna Monell, CLERK OF THE BOARD

BY 
DATED: August 6, 2019



cc: File- Administrative Office
jr 08/13/2019