



Agenda Date: 12/6/2005
Agenda Placement: 6R

NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

TO: Board of Supervisors
FROM: Michael Stoltz for Robert Peterson - Director
Public Works
REPORT BY: Gladys Coil, Staff Services Analyst, 259-8603
SUBJECT: Space License Agreement with Community Resources for Independence at 650 Imperial Way

RECOMMENDATION

Director of Public Works requests approval of and authorization for the Chair to sign a Space License Agreement with Community Resources for Independence (CRI) for reimbursement to County of copier and fax machine costs for the term beginning November 4, 2005 and continuing until terminated by either party for sublease of space at 650 Imperial Way, Suite 101, for the public-private One-Stop partnership at the Job Connection facility, managed through the Health and Human Services Agency.

EXECUTIVE SUMMARY

Community Resources for Independence (CRI) provides benefits counseling and support for consumers with disabilities around work incentives. It needs office space and equipment to house a counselor to meet with individual clients and perform routine office tasks as part of the Napa County's Job Connection Program's "One Stop Shop". CRI shall pay the County a monthly fee comprised of the prorated cost of the copier and fax machine used for the public-private One-Stop partnership at the Job Connection facility.

FISCAL IMPACT

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	Yes
Where is it budgeted?	Training and Employment Center - There is no negative impact on the General Fund. Equipment use expenses will be charged to the space licensees on a pass-through basis. These agreements will benefit and enhance the Job Connection program.
Is it Mandatory or Discretionary?	Discretionary

Discretionary Justification: The goal of the Napa County One-Stop System at the Job Connection is to provide a variety of services to maximize opportunity for job seekers and employers. By subleasing this space to CRI in this manner, this goal can be met and further enhance the Job Connection program.

Is the general fund affected? No

Future fiscal impact: This agreement will continue until terminated by either party.

Consequences if not approved: The Job Connection will not function as efficiently as a One-Stop system and will not provide the variety of services to maximize opportunities for job seekers and employers.

Additional Information:

ENVIRONMENTAL IMPACT

ENVIRONMENTAL DETERMINATION: The proposed action is not a project as defined by 14 California Code of Regulations 15378 (State CEQA Guidelines) and therefore CEQA is not applicable.

BACKGROUND AND DISCUSSION

The Napa County Department of Health and Human Services' Training and Employment Center (TEC) wishes to lease space to CRI to offer employment counseling and training services to job seekers in a convenient central location. The term of this agreement is a month to month space lease and shall continue until terminated by either party by giving the other party no less than thirty (30) days prior written notice or by mutual agreement of the parties.

CRI is a human services organization that provides benefits counseling and support for consumers with disabilities around work incentives. A counselor will be located four hours a week at 650 Imperial Way. CRI shall pay the County a monthly fee comprised of the prorated cost of the copier and fax machine to reimburse the County for expenses incurred in providing CRI with use of the premises during the term of this agreement.

SUPPORTING DOCUMENTS

None

CEO Recommendation: Approve

Reviewed By: Andrew Carey