



Agenda Date: 5/22/2007  
Agenda Placement: 6G

## NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

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**TO:** Board of Supervisors  
**FROM:** Michael Stoltz for Robert Peterson - Director  
Public Works  
**REPORT BY:** Nancy Oweyong, STAFF SERVICES ANALYST I , 253-4603  
**SUBJECT:** Space License Agreement with Bay Area Community Resources

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### **RECOMMENDATION**

Director of Public Works requests approval of and authorization for Chair to sign a Space License Agreement with Bay Area Community Resources, at no cost, for the term May 22, 2007 until terminated by either party by providing no less than thirty days prior written notice, or by mutual agreement of the parties, for use of space in Buildings A, B and F at the Health & Human Services Agency campus, 2344 Old Sonoma Road, to provide rehabilitation services for the Driving Under the Influence Program.

### **EXECUTIVE SUMMARY**

Approval of this space license agreement will allow Bay Area Community Resources (BARC) to operate within county facilities on an interim basis as the sole licensee to provide rehabilitation services for the Driving Under the Influence Program within Napa County.

### **FISCAL IMPACT**

Is there a Fiscal Impact?                      No

### **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 County of Napa is legally mandated to provide, either directly or indirectly through a contractor, a Driving Under the Influence rehabilitation program. On April 17, 2007, the Board approved the request of Health and Human Services Agency (HHS) to recommend to the State Department of Alcohol and Drug Programs, that BACR become the sole licensee to provide these services in Napa County.

HHS has operated this program in Napa County for many years. However, as a result of rising labor and operating costs, the Program has continued to generate operating losses. HHS implemented several cost cutting measures to try to bring the program to a fiscal break-even point, but has not been successful.

Reluctantly, HHS has made the decision to discontinue the Program at the end of the current fiscal year and contract for services with BARC. BARC will be operating the program in County facilities on an interim basis as it completes the acquisition of its own space. HHS will discontinue direct operation of services no later than June 30, 2007, at which time BARC will be expected to be ready for full, independent operation.

The following is a breakdown of the space being leased by BARC:

- | Building A - office space and conference rooms
- | Building B - conference room
- | Building F- conference room and common area facilities

The total area is approximately 5,435 square feet excluding the common area. The Program will operate during the day and evening hours to provide counseling and group sessions to clients. BARC will occupy the same space HHS utilized in providing the Driving Under the Influence rehabilitation program. It is in the economic interest of BARC to relocate from the HHS campus and obtain another location where it can provide services to larger groups of clients in a single location. Once BARC obtains alternative space, this will allow the space provided for under this agreement to be used for other HHS purposes.

Approval of this space license agreement will allow BARC to temporarily provide services in County office space, as part of the transition plan until suitable program facilities can be found in the community. No space license fee will be charged in consideration of the services that will be provided to clients, and the County's legal obligation to provide this program.

This timely transition will provide continuity of services to clients currently attending the program under court orders in the most cost effective manner for the County of Napa. HHS has requested that this space management agreement be made effective on May 22, 2006 to allow sufficient time for BARC to transition into full and independent operation no later than July 1, 2007. The agreement may be terminated by either party upon 30 day notice.

## **SUPPORTING DOCUMENTS**

None

CEO Recommendation: Approve

Reviewed By: Helene Franchi