

COUNTY OF SACRAMENTO  
CALIFORNIA

For the Agenda of:  
September 14, 2006

To: Board of Supervisors  
From: Department of Neighborhood Services  
Subject: Report Back Regarding Use Of Outside Leasing Agents To Expedite Community Service Center Occupancy  
Contact: Victor Morrison-Vega: 874-5644

**BACKGROUND**

On Wednesday, September 6, during the final budget hearings, your Board requested information regarding the possible use of outside leasing agents to expedite occupancy of the Community Service Centers.

**DISCUSSION**

The process of acquiring a community service center includes:

<b>Community Service Center</b>	
<b>Process</b>	<b>Schedule</b>
Site Selection	2 Months
Lease Negotiation and Board Approval,	2 Months
Design and Construction of Tenant Improvements	4 Months

Lease negotiation is a standard county process conducted by the Department of Facilities, Planning, Architecture and Real Estate (FPARE). Using outside leasing agents would require the Department of Neighborhood Services (DNS) and FPARE to meet the standards of section 71-J. To use outside contractors four conditions must be met:

- No displacement of staff,
- Reasons of economy and/or efficiency,
- Competitive selection of outside contractor; and,
- Meet and confer with the affected labor organization(s).
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Using outside leasing agents would not significantly improve upon the timelines already established.

Respectfully submitted,

APPROVED:

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VICTOR MORRISON-VEGA, Director  
Department of Neighborhood Services

TERRY SCHUTTEN  
County Executive

By: \_\_\_\_\_  
CHERYL CRESON, Administrator  
Municipal Services Agency