



SAN BENITO COUNTY AGENDA ITEM TRANSMITTAL FORM

Dom Zanger
District No. 1

Kollin Kosmicki
District No. 2

Mindy Sotelo
District No. 3
Vice-Chair

Angela Curro
District No. 4
Chair

Bea Gonzales
District No. 5

Item Number: 1.22

MEETING DATE: 06/18/2024

DEPARTMENT: HEALTH AND HUMAN SERVICES AGENCY

AGENDA ITEM PREPARER: Yolanda Beltran

DEPT HEAD/DIRECTOR: Tracey Belton

SUBJECT:

HEALTH AND HUMAN SERVICES AGENCY - T.BELTON

Approve Lease Amendment One (1) with Community Services Development Corporation (CSDC) for Suite 107 which is the site for American Job Center of California (AJCC) on the premises of 1111 San Felipe Road, Hollister, extending the lease term from June 30, 2024 to June 30, 2025, adding \$94,080.60 to the lease, and authorize the Board Chair to sign.
SBC FILE NUMBER: 939

AGENDA SECTION:

CONSENT AGENDA

BACKGROUND/SUMMARY:

The American Job Center of California (AJCC) office space (Suite #107) is located in the Community Services Development Corporation (CSDC) building at 1111 San Felipe Road which currently houses most of the Health & Human Services Agency offices and the Department of Child Support Services. In 1992, the County entered into a thirty (30) year lease (master lease) with CSDC for approximately 37,000 square feet at 1131 and 1111 San Felipe Road in Hollister. The AJCC office space was not originally part of the master lease and has its own separate lease agreement. The County sublets part of this office space to the State Employment Development Department (EDD) which is also housed inside the AJCC. Workforce services are provided at the AJCC by the County, EDD and other partners.

The HHSA, Community Services & Workforce Development (CSWD), through the Workforce Development Board (WDB) operates the AJCC and provides the On-the-Job Training, Work Experience Program, Individual Training Account (Vocational Training), conducts Rapid Response activities in response to local lay-offs and provides other workforce services to dislocated workers, unemployed

residents, youth ages 18-24, seniors, justice involved individuals and other populations.

Amendment #1: Lease for Suite 107 1111 San Felipe Road housing the America's Job Center of California (AJCC).

Original term: September 01, 2023 to June 30, 2024, amendment extends the end term to June 30, 2025.

Original contracted rent was \$9,187.56. Amended rent from September 01, 2024 through June 30, 2025 is \$9,408.06.

RESOLUTION OR ORDINANCE NEEDED FOR THIS ITEM:

No

CONTRACT NEEDED FOR THIS ITEM:

Yes

LAST CONTRACT AMOUNT OR N/A:

\$101,063.16

STATE IF THIS IS A NEW CONTRACT/ HOW MANY PAST AMENDED CONTRACTS/ OR N/A:

First amendment to original contract completed on September 1, 2023.

STRATEGIC PLAN GOALS: 1. Operational Development & Excellence

No

STRATEGIC PLAN GOALS: 2. Planning And Sustainable Growth

Yes

STRATEGIC PLAN GOALS: 3. Technology

No

STRATEGIC PLAN GOALS: 4. Community Engagement

No

STRATEGIC PLAN GOALS: 5. Health & Safe Community

Yes

BUDGETED:

Yes

BUDGET ADJUSTMENT NEEDED:

No

SOURCE OF FUNDING:

Non-general Fund

UNFUNDED MANDATE:

No

SBC BUDGET LINE ITEM NUMBER:

221.80.2285.1000 and 221.80.2555.1000

CURRENT FY COST:

\$ 91,875.60

STAFF RECOMMENDATION:

Approve Lease Amendment One (1) with Community Services Development Corporation (CSDC) for Suite 107 which is the site for American Job Center of California (AJCC) on the premises of 1111 San Felipe Road, Hollister, extending the lease term from June 30, 2024 to June 30, 2025, adding \$94,080.60 to the lease, and authorize the Board Chair to sign.

BOARD ACTION RESULTS:

Approved lease amendment #1 per staff recommendation. (5/0 vote)

ATTACHMENTS:

[Amendment #1 - CSDC Suite 107 A01](#)

[Fully Executed Lease Agreement - CSDC Suite #107 Amendment #1](#)