



One-Stop Career Center Descriptions and EDD Lease Requirements

North County Inland Career Center

The North County Inland Career Center is currently located at 463 North Midway Drive, Escondido, California, 92027. This center is a one-story facility operated by Arbor Education & Training ("Arbor E & T") and is co-located with Health and Human Services CalWORKS contractor (also "Arbor E & T").

Facility

Arbor E & T is the tenant under the existing lease for the 5,148 square foot facility, at a cost of \$2.26 per square foot. (Note: Currently Arbor E & T has sublease agreements with subtenants that occupy 1080 square feet of space in the facility. These subleases partially offset Arbor E & T's rent costs to the landlord. Bidders for the North County Inland One-Stop Career Center must either negotiate a new lease with the existing landlord or conduct a site search and lease new space to re-locate the One-Stop Career Center in the North County Inland area of the region.

Parking is shared with all complex tenants.

Landlord Contact Information:

Kurt Campbell
Merchant Property Management, Inc.
3773 30th Street, Suite B
San Diego, CA 92104
(619) 299-4024
(619) 299-9412 FAX
mpmcorp@cox.net

North County Coastal Career Center

The North County Coastal Career Center is located at 1949 Avenida Del Oro, Suite 106, Oceanside, California 92056. This center is operated by Arbor Education & Training ("Arbor E & T"). The Employment Development Department ("EDD") is co-located in the center.

Facility

EDD is the tenant under the existing master lease for the 16,000 square foot building housing the North County Coastal Career Center. EDD currently subleases 8,672 square feet of space to Arbor E & T at a cost of \$2.42 per square foot. EDD's current master lease expires on November 30, 2017. Bidders to the North region will be required to retain the One-Stop Career Center in the North County Coastal Career Center. A sub-

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lease agreement will be entered into between the successful respondent and EDD. (Note: Currently Arbor E & T has sublease agreements with sub-subtenants that occupy 1,208 square feet of space at the North County Coastal Career Center. These subleases partially offset Arbor E & T's rent costs to EDD.

Parking is shared with all complex tenants.

Metro Career Center

The Metro Career Center is located at 3910 University Avenue, San Diego, California 92105. This center is operated by JobWorks, Inc. ("JobWorks").

Facility

San Diego Workforce Partnership is the tenant under the existing lease for the Metro Career Center. JobWorks subleases 17,990 square feet from San Diego Workforce Partnership at a cost of \$2.29 per rentable square foot in base rent and approximately \$1.00 per rentable square foot in building maintenance costs per month for a total cost of approximately \$3.29 per rentable square foot per month. The base rent is increased by three percent per year. The successful respondent for the Metro region will be required to retain the current One-Stop Career Center location in the current facility and will be required to enter into a sub-lease agreement with the Workforce Partnership for this facility. (Note: Currently, JobWorks has sub-sublease agreements with sub-subtenants that occupy 1,417 square feet of space in the Metro Career Center. These sub-sublease agreements offset a portion of JobWorks' total rent responsibility to the Workforce Partnership).

A parking garage is shared with all tenants of the building.

South Metro Career Center

The South Metro Career Center is located at 4389 Imperial Avenue, San Diego, California 92113. This center is operated by JobWorks, Inc. ("JobWorks"). The Employment Development Department ("EDD") is co-located in the center.

Facility

The San Diego Workforce Partnership is the tenant under the existing lease at the South Metro Career Center and allocates 17,059 square feet at a cost of \$1.54 per square foot per month in base rent and approximately \$0.85 per square foot per month in building maintenance costs for a total cost of approximately \$2.39 per square foot per month to the One-Stop Career Center operation. Bidders to the Metro region will be required to retain the One-Stop Career Center in the current South Metro facility. The successful respondent will be required to enter into a sublease agreement with the Workforce Partnership. The base rent under the sublease will increase a minimum of five percent every five years. (Note: Currently, JobWorks has a sublease agreement with one subtenant that occupies 176 square feet of space at the South Metro Career Center. That sublease partially offsets JobWorks' total rent costs to the Workforce Partnership.

Parking is shared with all tenants of the building and neighboring buildings.

South County Career Center

The South County Career Center is located at 1111 Bay Boulevard, Suite E, Chula Vista, California 91911. This center is operated by Arbor Education & Training (“Arbor E & T”). The Employment Development Department (“EDD”) is co-located in the center.

Facility

The Workforce Partnership is the tenant under the existing lease for the 19,867 square foot facility, at a base rent of approximately \$1.09 per square foot (PSF) per month, with an estimated operating expense of \$0.31 PSF per month in building maintenance costs for a total cost of approximately \$1.40 per square foot per month. The current One-Stop Operator, Arbor E & T, subleases 14,333 square feet of space from Workforce Partnership for the One-Stop Career Center operation. EDD subleases the remaining 5,534 square feet of the facility from Workforce Partnership. The South County Career Center is located in a one story building in a commercial / manufacturing / warehousing complex at the northeast corner of Bay Boulevard and Palomar Street. The Workforce Partnership’s current lease expires June 30, 2012. The successful respondent will be required to enter into a direct lease for the facility in which the One Stop Career Center will operate. However, the respondent is not obligated to maintain the One-Stop Career Center presence in the current facility. Bidders wishing to conduct a site search to relocate the facility will be obligated to work cooperatively with the Workforce Partnership and EDD on site selection. (Note: Currently, Arbor E & T has sub-lease agreements with subtenants that occupy 1,639 square feet space at the South County Career Center. Those subleases offset Arbor E & T’s rent costs to Workforce Partnership as sublandlord.

Space is shared with or subleased by Arbor E&T to the partners in the center.

The current facility has 10 exclusive parking spaces with access to an adjoining lot of over 150 parking spaces. It is located on a bus line, and within walking distance of the trolley line.

The landlord has expressed its willingness to provide substantial tenant improvements in the event that the successful respondent leases space in the current facility.

Landlord Contact Information:

Inland Industries
Geoffery Burgh
964 Fifth Avenue, San Diego 92101
(619) 544-1458

East County Career Center

The East County Career Center is currently located at 924 East Main Street, El Cajon, California, 92021. This center is currently leased and operated by the Grossmont Union High School District (“GUHSD”). The Employment Development Department (“EDD”) is co-located in the center.

Facility

GUHSD and San Diego County Board of Education share interest in a Joint Exercise of Powers Agreement and co-own the 21,208 square foot facility, which is currently leased to the One-Stop Career Center operator at a cost of approximately \$2.34 per square foot per month. Space within the facility is shared by the EDD, Grossmont Adult Education, Regional Occupation Programs (ROP), and several other partners (Partners). There is a large parking lot adjacent to the current facility. (Note: Currently GUHSD has agreements with subtenants that occupy 16,177 square feet of space. These subleases offset GUHSD's total rent costs associated with 21,208 square feet facility.

GUHSD has informed Workforce Partnership staff that it will not sublease the existing facility to a new operator in the event that GUHSD is not the successful respondent. Accordingly, bidders to this region (other than GUHSD) will need to conduct a site search to re-locate the East County One-Stop Career Center in an EDD-approved facility. The successful respondent may need to enter into a direct lease for the facility and may need to sublease a portion of the facility to EDD.

EDD Lease Requirements

As-Built Plans

Lessor must provide accurate electronic (CAD) drawings depicting the “as-built” condition of the space considered for lease, including common areas and paths of travel necessary for State tenancy. Lessor will be responsible for any rework, design changes or change orders caused by inaccuracies in plans or discrepancies between plans and physical premises.

Standard Lease

All leases are executed with the State's Standard Lease and Exhibits A, B and C.

<http://www.documents.dgs.ca.gov/RESD/RESStdForm1Lease.pdf>

Lease Exhibit A

Exhibit A is a CAD drawing of the floor plan, along with project notes of work to be completed.

Lease Exhibit B

Exhibit B is a document that outlines performance specifications for new construction, alterations, and existing construction.

<http://www.documents.dgs.ca.gov/RESD/ExhibitB.pdf>

Note: Unlike most private sector tenants who lease space on a rentable area basis that includes a load factor for common areas, leased space as defined in Exhibit B, Division 1.00 (E) is based on a modified version of the BOMA definition of Usable Area that excludes all rest rooms, utility rooms and common area.

Lease Exhibit C

Exhibit C is a list of requirements for compliance with the State Fire Marshal, California Building Code (CBC), Americans with Disabilities Act (ADA), and Sustainable Measure Procedures.

<http://www.documents.dgs.ca.gov/RESD/ExhibitC.pdf>

Americans with Disabilities Act (ADA) Compliance

As specified in Exhibit C, all leased space including path of travel from/to public transportation and public rights-of-way, parking and restroom areas shall meet ADA and California Building Code (CBC) requirements. Note that lessors are required to provide an Accessibility Survey as described in Exhibit C, Division 3. The survey must be completed using the approved checklist in one of two formats:

<http://www.documents.dgs.ca.gov/resd/psb/re/m/docs/consultant%20checklist.doc> (Word)

<http://www.documents.dgs.ca.gov/resd/psb/re/m/docs/consultant%20checklist.pdf> (pdf)

The Survey can be performed by any architect licensed by the State of California. In addition, a list of Consultants can be found on our Web site at:

http://www.documents.dgs.ca.gov/resd/psb/DSA_Consultants_for_Accessibility_Surveys.pdf

The International Code Council (ICC) also provides a list of Consultants at:

<https://av.iccsafe.org/EWEB/DynamicPage.aspx?Site=icc&WebKey=b7afd990-2e14-4013-a186-aeb405641a95&FromSearchControl=Yes>

(On their Web site, enter "CA" as the State and be sure to select "Accessibility Inspector/Plans Examiner" in the "Type" drop box).

Lease Exhibit C (continued)

Sustainable Measures

All State leased facilities are now subject to review and reporting procedures under Sustainable Measures/Authority sections of Exhibit C, Division 1 and Division 4.

Both Exhibits B and C will be attached to the State Lease along with the Space Plan (Exhibit A).

Seismic Requirement

All facilities the State occupies must be evaluated for the ability to meet a seismic performance objective of substantial life safety. All facilities will be subject to an initial screening. Those facilities not deemed acceptable in the screening process must undergo a structural evaluation performed by an independent licensed structural engineer.

<http://www.documents.dgs.ca.gov/resd/psb/RELM/docs/Certification%20of%20Applicable%20Code.doc>

Disabled Veterans Business Enterprise (DVBE) Participation Requirements

In recognition of the contribution disabled veterans have made to our country, State law and policy require that a good faith effort be made to ensure that at least 3% of the funds spent on the total monetary consideration of the following items in the lease contract be paid to Disabled Veterans Business Enterprises:

- a. Tenant improvements,

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- b. Janitorial services, maintenance and property management during the firm term of the lease,
- c. Capital improvements directly related to the State's specifications for space, and
- d. Architectural, engineering and consulting fees which are directly incurred as a result of the State's specifications.

DVBE contractors can be hired in any of the above areas in order to meet this requirement.

You can obtain documents and view information from the following Web addresses for a complete explanation and guide to meeting the DVBE Program Requirements:

Step-by-step guide to the DVBE program:

http://www.documents.dgs.ca.gov/resd/psb/RELPS/Requirements/DVBE_program_requirements.pdf

Additional information about the DVBE Participation Program:

<http://www.pd.dgs.ca.gov/dvbe/default.htm>

List of Disabled Veteran Business Enterprises (pdf file):

<http://www.documents.dgs.ca.gov/pd/smallbus/dvalldir.pdf>

DVBE Firm Database Search:

<https://www.apps.dgs.ca.gov/OSDCSearch/OSDCSearch.aspx>

Architectural Services

The State may request provision of architectural and design services by Lessor. If agreed, Lessor shall secure the services of a licensed Architect or Certified Interior Designer who shall prepare, after consultation with the State's Space Planner, a scope of work statement subject to review and approval by the State. A list of general requirements for the services will be provided subsequent to the request.

Construction Waste Management Job Site Recycling

If a project requires Tenant Improvements or other construction, a plan must be submitted for the recycling of waste materials.

<http://www.documents.dgs.ca.gov/resd/psb/ExhibitBJobSiteRecyclingFormFinal.doc>

Asbestos

Buildings built before calendar year 1979 must be certified in writing to be free from hazards from Asbestos Containing Material (ACM). The certification must be provided by an Industrial Hygienist certified by the American Board of Industrial Hygiene (ABIH) or an Environmental Protection Agency (EPA) Asbestos Hazard Emergency Response Act (AHERA) Certified Inspector. If the building was constructed subsequent to calendar year 1979, a photocopy of the Occupancy Certificate issued by the city or county building department is all that is required to be provided prior to the execution of the lease.

Reference for proper handling and removal of asbestos containing material

<http://www.dir.ca.gov/title8/1529.html>

Lead

Buildings built before 1980 must be certified as free of hazard from Lead Containing Materials (LCM). Paint chip samples must be collected by California Department of

Health Services (DHS) Lead Certified Project Designer for laboratory analysis to determine lead content.

See California Childhood Lead Poisoning Prevention
<http://www.dhs.ca.gov/childlead/> or contact 800-597-5323

Payee Data Record (Std 204)

Data provided in this form is used by State agencies to make rental payments on leased space and to prepare 1099 Information Returns.

<http://www.documents.dgs.ca.gov/osp/pdf/std204.pdf>

Ads for New Space

You can view all of the ads the State is currently running to advertise its needs for office space in the State Contracts Register. Click the heading of this paragraph to open the Web site, then type the word "wanted" (without the quotes) in the Search box near the middle of the page and click "Search" to view the ads.

http://www.bidsync.com/DPX?by=key&ac=powersearch&posting=1&p=&changeregion=&changeorg=&srchoid_override=&headoid=307818&sort=end&srchid=&clearsearch=&search=lease&title=td®ion=%2Fca&srchoid=307818&srchgroup=-1&cat=&cat_1=-1&cat_2=-1&pastbids=