

South Bay Cities Council of Governments

June 27, 2019

TO: SBCCOG Board of Directors

FROM: SBCCOG Steering Committee

RE: Office Move

Adherence to the Strategic Plan

Goal D: Organizational Stability. Be a high performing organization with a clear path to long-term financial health, staffing continuity and sustained board commitment.

BACKGROUND

The current lease for the SBCCOG office expires on November 30. It is essential that we secure a new place as soon as possible so that there is time to build it out to our specifications before we need to move.

We have toured several sites and have determined that there is one site that can best meet our needs. It is in the Plaza Del Amo business park at the corner of Sepulveda & Crenshaw Blvds.

Staff has also contacted other agencies to see if they would like to have a desk in our office and help us defray the rent. We are currently waiting for responses from Caltrans and Supervisor Hahn's office.

The configuration of the space will be available at the meeting as well as the price per square foot which we would like to negotiate down. The current price is \$2.45 per square foot which is the least expensive of the properties that we have seen.

Part of the issue of finding additional space is whether or not to accommodate the Board meetings. We also need conference rooms as we have a lot of meetings with city, agency, and partner staff that require large meeting space. At the direction of the Steering Committee, we are in contact with the Southern California Regional Occupational Center (SCROC) which is right across the street to see what renting their Board room would cost as a possible option.

Updated information will be provided at the meeting as well as a possible request for action.

RECOMMENDATION:

Review, comment, and approve moving forward with the lease for the proposed site if that is the staff recommendation.