



**COUNTY OF SAN MATEO**  
Inter-Departmental Correspondence  
County Manager



**Date:** June 12, 2014  
**Board Meeting Date:** August 5, 2014  
**Special Notice / Hearing:** None  
**Vote Required:** Majority

**To:** Honorable Board of Supervisors

**From:** John L. Maltbie, County Manager

**Subject:** License for the use of commercial property at 1320 Marshall Street in Redwood City for the Information Services Department

**RECOMMENDATION:**

Adopt a Resolution authorizing the County Manager or his designee to negotiate the terms of and execute a license with Arch Light, LLC, a California Limited Liability Company, for the use of up to 15,000 square feet of data center, office and warehouse space at 1320 Marshall Street in Redwood City for the Information Services Department, for a term of no more than five years and a total monthly rent of no more than \$90,000.

**BACKGROUND:**

The Information Services Department (ISD) currently occupies 5,000 square feet of raised floor space at the County Government Center (the "Campus") to support the County's computational infrastructure, including computing servers, network connectivity, and data storage (the "Data Center"), as well as 2,300 square feet of shop space on the Campus for the low-voltage radio shop (the "Radio Shop") and 3,000 square feet of storage space in the basement of 455 County Center. A data center is a facility used to house computer systems and associated components, such as telecommunications and storage systems. It generally includes redundant or backup power systems, redundant data communications connections, environmental controls (e.g., air conditioning, fire suppression) and various security devices.

Due to planned changes in and around the County Center Campus, and the lack of additional electrical and cooling capacity in the Data Center, ISD desires to relocate the Data Center, Radio Shop and storage in order to continue providing optimal service and allow for continued growth of the computing infrastructure. There is limited availability for data center facilities in the County, and the up front development costs of a new data center are extremely high. Real Property Services and ISD conducted a thorough search of the County and located a site in Redwood City that can provide the necessary

specialized data center services, as well as accommodate ISD's radio shop and storage needs at the same location.

**DISCUSSION:**

Real Property Services and the Information Services Department are currently negotiating a license agreement with Arch Light LLC (the "Licensor"), whereby the County shall use up to 15,000 square feet of data center, office and warehouse space located at 1320 Marshall Street in Redwood City, for a term of no longer than five years, commencing upon Licensor's delivery of an acceptable premises, at a monthly base rent of no more than \$90,000, including annual increases. The County would have a right to terminate the agreement after the third year of the term. The County would be responsible for interior maintenance and utilities related to its operations in the premises, and Licensor would be responsible for the structural portions of the premises and building, as well as providing the specialized services associated with data center facilities. There will be no public access to the facility.

County Counsel has reviewed and approved the Resolution as to form and will continue to review the terms of the negotiated license agreement. The County's Chief Information Officer concurs in this recommendation.

Approval of the license contributes to the Shared Vision 2025 outcome of a Collaborative Community by establishing an agreement that allows the County of San Mateo to provide essential functions from a centralized location near to other County departments and ISD's main offices.

**FISCAL IMPACT:**

The total costs associated with this agreement should not exceed \$5.5 million over the proposed five year term. The monthly license fee of no more than \$90,000 is included in the adopted FY 2014-15 and FY 2015-16 budget of the Information Services Department.