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**SUBMITTAL TO THE BOARD OF SUPERVISORS
COUNTY OF RIVERSIDE, STATE OF CALIFORNIA**



FROM: Riverside County Fire Department and Department of Facilities Management

SUBMITTAL DATE:
April 24, 2007

SUBJECT: In-Principle approval to seek leased space in the adjacent community (Perris, Hemet, San Jacinto) for Riverside County Fire Department Prevention and Hazard Abatement.

RECOMMENDED MOTION: That the Board of Supervisors grant in-principle approval to seek leased space in the surrounding community adjacent to the current Fire Headquarters located in the City of Perris.

BACKGROUND: In order to accommodate the current growth of the County Fire Department, the Fire Prevention and Hazard Abatement offices have been increasing their work force, thus outgrowing the space currently available in the existing facility located at Fire Headquarters in Perris. To remain in these existing locations approximately 12,000 square feet of office space would be required. (Continued.)

Departmental Concurrence

John Hawkins, Fire Chief
Riverside County Fire Department

Rob Field, Director
Facilities Management

FINANCIAL DATA	Current F.Y. Total Cost:	\$ N/A	In Current Year Budget:	N/A
	Current F.Y. Net County Cost:	\$ N/A	Budget Adjustment:	N/A
	Annual Net County Cost:	\$ N/A	For Fiscal Year:	06/07

SOURCE OF FUNDS: Structural Fire Taxes, Contract reimbursements and General Funds	Positions To Be Deleted Per A-30	<input type="checkbox"/>
	Requires 4/5 Vote	<input type="checkbox"/>

C.E.O. RECOMMENDATION:

APPROVE

County Executive Office Signature

BY Robert Tremaine

Policy
 Policy

Consent
 Consent

Dept's Recomm.:
Per Exec. Ofc.:

Prev. Agn. Ref.: | District: 5 | Agenda Number:

ATTACHMENTS FILED
WITH THE CLERK OF THE BOARD

3.32

BOARD OF SUPERVISORS

Form 11: In-Principle approval to seek leased space in surrounding community of the current Fire Headquarters located in the City of Perris for Riverside County Fire Prevention and Hazard Abatement.

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BACKGROUND: (Continued) – Currently staff operates in three offices located at Fire Dept. Headquarters. Additional staffing has stacked employees in small work areas with no room for storage, records and desk space. Hazard Abatement and Fire Prevention are expected to continue to grow in order to keep up with the tremendous growth.

Areas to conduct interviews pertaining to criminal investigations are not adequate. Evidence storage is at capacity and secure computer equipment with access to law enforcement sensitive information is not in a secure environment as desired. Weapons and file storage areas are also no longer adequate for projected growth and anticipated staffing additions.

The requested and required space will include offices, work area, file storage, conference room, reception, restrooms, secure computer room, and a break room. The requested space will also need to provide a secure area for evidence and firearms storage. There should be sufficient parking to accommodate staff and constituents in a safe manner.

The Riverside County Fire Department is determined to improve their fire protection services to the County and Contract Cities. The current space restrictions at Fire Headquarters in Perris prevent us from meeting this commitment due to the inability to provide any safe and reasonable work space for the newly authorized positions approved by the Board for this fiscal year. Although Fire is currently working with Facilities Management to develop a program for a new Fire Headquarters that we expect will accommodate our immediate as well as future space needs, realistically this facility will not be available for occupation for at least 48-60 months. Moving the Fire Prevention and Hazard Abatement Bureau into lease space is the only solution at this time to provide short-term relief to current space problems at Fire Headquarters prior to the new facility being constructed and ready for occupation.