

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



ITEM: 3.10  
(ID # 14103)

MEETING DATE:  
Tuesday, January 12, 2021

FROM : ENVIRONMENTAL HEALTH:

SUBJECT: ENVIRONMENTAL HEALTH: In-Principle Approval for Lease of New Space for the  
Riverside County Department of Environment Health in Southwest Riverside  
County. District 3. [\$0]

RECOMMENDED MOTION: That the Board of Supervisors:

1. Authorize in-principle, Facilities Management (FM) to seek office space to lease approximately 13,500 square feet for the Department of Environmental Health.

ACTION: Policy

*Keith Jones*

Keith Jones, Director Environmental Health 12/7/2020

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MINUTES OF THE BOARD OF SUPERVISORS

On motion of Supervisor Jeffries, seconded by Supervisor Hewitt and duly carried by unanimous vote, IT WAS ORDERED that the above matter is approved as recommended.

Ayes: Jeffries, Spiegel, Washington, Perez and Hewitt  
Nays: None  
Absent: None  
Date: January 12, 2021  
xc: Environmental Health, FM

Kecia R. Harper  
Clerk of the Board

By *[Signature]*  
Deputy

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<b>FINANCIAL DATA</b>	<b>Current Fiscal Year:</b>	<b>Next Fiscal Year:</b>	<b>Total Cost:</b>	<b>Ongoing Cost</b>
<b>COST</b>	\$ 0	\$ 0	\$ 0	\$ 0
<b>NET COUNTY COST</b>	\$ 0	\$ 0	\$ 0	\$ 0
<b>SOURCE OF FUNDS: N/A</b>			<b>Budget Adjustment:</b>	No
			<b>For Fiscal Year:</b>	21/22

**C.E.O. RECOMMENDATION:** Approve

**BACKGROUND:**

**Summary**

The Department of Environmental Health (DEH) currently occupies a 13,500 square foot facility located at 800 S. Sanderson, Hemet, California. DEH must relocate since existing facility is up for sale by the owner and the lease is due to expire September 30, 2021. A 10-year lease term is not conducive to the daily operations of the Department. Furthermore, DEH requires a secured parking space for county vehicles as a prevention measure for vandalism. Therefore, in order to continue the services currently provided to the public and provide adequate room for staff, new office space in the Southwest County area of Riverside County is requested.

**Impact on Residents and Businesses**

DEH's continued presence in this region will provide a positive environmental impact to the community through continued implementation of programs and services throughout southwest Riverside County.

**Additional Fiscal Information**

No additional funding is required at this time relative to approval of this in-principle request.

**Contract History and Price Reasonableness**

DEH entered into a lease agreement at 800 S. Sanderson, Hemet, California on December 1, 2004. Since then, four amendments to renew the lease have been previously submitted and approved by the Board of Supervisors. The lease term for the current facility is due to expire on September 30, 2021. At this time, there is an immediate need for the Department to relocate to a new facility.

**ATTACHMENT A.** Endorsement DEH Leased Space in Riverside, Southwest County

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Jason Färin, Principal Management Analyst 1/5/2021



Rose Salgado  
Director of Facilities Management

**ENDORSEMENT**  
**Department of Environmental Health**  
**Leased Space in Riverside, Southwest County**

Facilities Management, Real Estate Department concurs with this request from the Department of Environmental Health to procure approximately 13,500 square feet of leased office space, in Riverside Southwest County, within close proximity to I-215. There is no County owned space available. This request meets County space standards.

The information listed below was used as an estimate in determining this Endorsement:

Lead Time;	Six (6) months
Size:	13,500 Square Feet
Term:	A minimum of Five (5) Years
Lease rate:	To be negotiated
Utilities:	To be determined
Custodial:	To be negotiated
Interior/Exterior Maintenance:	Provided by Landlord
Tenant Improvements:	To be negotiated
Voice/Data:	To be determined

  
**Rose Salgado,**  
**Director of Facilities Management**

HM029 DEH, Endorsement

**Facilities Management**

3133 Mission Inn Ave.  
Riverside CA 92507  
Main Line: 951.955.3345 Fax: 951.955.4828  
Facilities Emergency 24-Hour Line: 951.955.4850

**Project Management Office**  
**Maintenance & Custodial**  
**Real Estate & Parking**  
**Energy Efficiency**  
**Administration**

Success means exceeding our customer's expectations.