

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



ITEM: 3.10  
(ID # 21732)

MEETING DATE:  
Tuesday, July 11, 2023

FROM : FACILITIES MANAGEMENT:

SUBJECT: FACILITIES MANAGEMENT (FM): Approval of FY 23/24 – FY 27/28 Capital Asset Plan for FM Custodial Services Division; All Districts [\$0].

RECOMMENDED MOTION: That the Board of Supervisors:

1. Approve the Capital Asset/Project Plan for Facilities Management - \$868,088 for the use of restricted net position designated for capital asset replacement requirements, as permitted by the department's available budget for FY 23/24 – FY 27/28, and shown in Attachment A.
2. Approve and direct the Auditor-Controller to establish a sub-fund for Facilities Management in accordance with this Capital Asset/ Project Plan.

ACTION:Policy

Rose Salgado, Director of Facilities Management 4/17/2023

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MINUTES OF THE BOARD OF SUPERVISORS

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

Ayes: Jeffries, Spiegel and Perez  
Nays: None  
Absent: Washington, Gutierrez  
Date: July 11, 2023  
xc: FM

Kimberly A. Rector  
Clerk of the Board

By:   
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: No</b>	
			<b>For Fiscal Year: 23/24 – 27/28</b>	

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

**BACKGROUND:**

**Summary**

This Board item is for the establishment of Facilities Management Capital Asset/Project Plan.

With the need to be prepared for a county-wide emergency response and in accordance with Board Policy B-28 Charges for Internal Services, Riverside County Facilities Management (FM) Internal Service Funds including Custodial Division are requesting to establish a Capital Asset/Project Plan to set aside reserves as funding permits in the current and in future budgets for capital asset purchases and replacements. This plan is part of the department's overall management strategy to ensure FM's infrastructure and systems are properly maintained, managed, and kept up to date. The plan identifies necessary upgrades to address future infrastructure needs and equipment.

FM supports county departments and agencies occupying approximately 14.4 million square feet of county-owned and leased space. In accordance with Board Policy H-9, Management of Building Space, the Director of Facilities Management is the designated building official for county owned buildings and responsible for administering the countywide facilities management program and ensuring that county facilities are designed, constructed, operated, and maintained to standards established by the Board and in compliance with building code requirements and laws and statutes. This plan will help to finance the continued investment necessary to properly maintain, replace or upgrade equipment (e.g., mission critical equipment, vehicle replacements, FM facility capital improvements and deferred maintenance) to ensure the department meets expected service levels.

This plan does not increase rates and costs to the departments. Through more efficient management of resources, departmental restructuring, improved contract negotiations, financing whenever possible, and reserving a portion of unrestricted net assets, FM plans to fund this Capital Asset/Project Plan going forward as permitted by the department's budget and available reserves in accordance with Board Policy B-28. This plan is subject to change in terms of funding levels per fiscal year and assets to be purchased or replaced depending upon budget status, priorities and emergency needs not to exceed \$868,088 Custodial Budget.

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All future capital asset purchases will be purchased in accordance with all applicable procurement guidelines.

**Impact on Residents and Businesses**

This Capital Asset/Project Plan will positively impact the ability of our departments to serve the citizens and businesses of the County.

**Facilities Management Five-Year Capital Asset Plan**

Business Unit: FMARC  
 Fund-Dept ID: 47200-7200200000  
 Division: Custodial

<b>EQUIPMENT</b>	<b>FY 23/24</b>	<b>FY 24/25</b>	<b>FY 25/26</b>	<b>FY 26/27</b>	<b>FY 27/28</b>	<b>Total</b>
Industrial Vacuum Automation Equipment Project	-	30,000	30,000	30,000	36,364	126,364
<b>Total</b>	-	<b>30,000</b>	<b>30,000</b>	<b>30,000</b>	<b>36,364</b>	<b>126,364</b>

<b>VEHICLES</b>	<b>FY 23/24</b>	<b>FY 24/25</b>	<b>FY 25/26</b>	<b>FY 26/27</b>	<b>FY 27/28</b>	<b>Total</b>
FY23/24 replacement of 17 vehicles	741,724	-	-	-	-	741,724
<b>Total</b>	<b>741,724</b>	-	-	-	-	<b>741,724</b>

868,088