

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



ITEM: 3.23
(ID # 24441)

MEETING DATE:

FROM : FACILITIES MANAGEMENT

Tuesday, June 04, 2024

SUBJECT: FACILITIES MANAGEMENT - REAL ESTATE (FM-RE): Ratification and Approval of the Revenue Lease with Care-A-Van, Inc., Hemet, Five-Year Lease, California Environmental Quality Act (CEQA) Exempt, pursuant to State CEQA Guidelines Sections 15301 and 15061(b)(3); District 5. [\$0] (Clerk to file Notice of Exemption)

RECOMMENDED MOTION: That the Board of Supervisors:

1. Find that the project is exempt from the California Environmental Quality Act (CEQA) pursuant to State CEQA Guidelines Section 15301, Class 1 – Existing Facilities Exemption and Section 15061(b)(3), “Common Sense” Exemption;
2. Ratify and approve the attached Revenue Lease with Care-A-Van, Inc., a California non-profit, and authorize the Chair of the Board to execute the same on behalf of the County;
3. Authorize the Director of Facilities Management, or designee, to execute any other documents and administer all actions necessary to complete this transaction; and
4. Direct the Clerk of the Board to file the Notice of Exemption with the County Clerk and State Clearinghouse within five (5) working days of ratification and approval by the Board.

ACTION:


Vincent Yzaguirre

5/9/2024

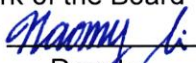

Rose Salgado, Director of Facilities Management

5/9/2024

MINUTES OF THE BOARD OF SUPERVISORS

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

Ayes: Jeffries, Spiegel, Washington, Perez and Gutierrez
Nays: None
Absent: None
Date: June 4, 2024
xc: FM-RE, Recorder/State Clearinghouse

Kimberly A. Rector
Clerk of the Board
By: 
Deputy

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

FINANCIAL DATA	Current Fiscal Year:	Next Fiscal Year:	Total Cost:	Ongoing Cost
COST	\$ 0	\$ 0	\$ 0	\$ 0
NET COUNTY COST	\$ 0	\$ 0	\$ 0	\$ 0
SOURCE OF FUNDS: Revenue Lease			Budget Adjustment:	No
			For Fiscal Year: 23/24 – 29/30	

C.E.O. RECOMMENDATION: Approve

BACKGROUND:

Summary

The Hemet Service Center is a County-owned facility located at 749 N. State Street, Hemet, and is occupied by two County departments and private non-profit sector tenants. Care-A-Van, Inc. (Care-A-Van), a California non-profit, has occupied Hemet Service Center since 2011 and offers low- and no-cost essential transportation services to seniors, low-income and disabled individuals in the Hemet/San Jacinto and Lake Elsinore areas. Facilities Management Real Estate (FM-RE) has negotiated a new lease for Care-A-Van for a total occupancy of 409 square feet (Lease).

Pursuant to the State California Environmental Quality Act (CEQA), the Lease was reviewed and determined to be categorically exempt from CEQA under State CEQA Guidelines Section 15301, Class 1 – Existing Facilities exemption and Section 10561(b)(3) “Common Sense” Exemption. The proposed project, the new Lease, is the letting of property where no expansion of an existing use will occur.

County Counsel has reviewed and approved the Lease as to legal form.

The Lease terms are as follows:

Landlord: County of Riverside
3450 14th Street, Suite 200
Riverside, CA 92501

Tenant: Care-A-Van, Inc.

Premises: Hemet Service Center
749 N. State Street
Hemet, CA 92543

Size: 409 square feet

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

Term: Five years, commencing January 1, 2024, and terminating December 31, 2029.

Revenue
Rent: \$2.75 per square foot
\$1,124.75 per month
\$13,497.00 per year

Rent Increases: Three percent annually commencing January 1, 2025.

Interior/Exterior Maintenance: Provided by County

Custodial: Provided by County

Utilities: County pays electric, water, gas, sewer, and trash removal.

Impact on Residents and Businesses

The new Lease with Care-A-Van at Hemet Service Center will provide a vital service to some of the most vulnerable populations in the Hemet and San Jacinto regions. These individuals will continue to be able to attend health appointments, grocery shop, etc. with the aid of Care-A-Van's low- and no-cost transportation options.

ATTACHMENTS:


- Care-A-Van Office Lease Executed
- Aerial Map
- Notice of Exemption (NOE)

AG:sc/04032024/HM048/40.XXX


Veronica Santillan, Principal Management Analyst 5/29/2024


Aaron Gettis, Chief of Deputy County Counsel 5/21/2024

County of Riverside
Facilities Management
3450 14th Street, Riverside, CA

FILED / POSTED		
County of Riverside		
Peter Aldana		
Assessor-County Clerk-Recorder		
E-202400605		
06/05/2024 08:52 AM Fee: \$ 50.00		
Page 1 of 2		
Removed:	By:	Deputy
		

NOTICE OF EXEMPTION

March 27, 2024

Project Name: Approval of Revenue Lease Amendment with Care-A-Van, Inc., at the Hemet Service Center

Project Number: FM047310004800

Project Location: 749 North State Street, north of Menlo Avenue, Hemet, California 92543, Assessor's Parcel Numbers (APN)s: 439-060-013-439-060-025

Description of Project: Hemet Service Center is a County-owned facility located at 749 North State Street, Hemet and is occupied by both County departments and private sector tenants. Care-A-Van, Inc. (Care-A-Van), a California non-profit, has occupied space at the Hemet Service Center since 2011 and offers low- and no-cost essential transportation services to seniors, low income and disabled individuals in the Hemet/San Jacinto and Lake Elsinore areas. Care-A-Van and Facilities Management Real Estate (FM-RE) have negotiated a new revenue lease under new terms for a total occupancy of 409 square feet (Revenue Lease).

The five-year Revenue Lease Agreement with Care-A-Van commences on January 1, 2024, and terminates on December 31, 2029. The Revenue Lease Agreement is identified as the proposed project under the California Environmental Quality Act (CEQA). No expansion of an existing use will occur. The operation of the facility will continue to provide services to the public. The Revenue Lease will not result in an increase in capacity or the intensity of the use of the site. No additional direct or indirect physical environmental impacts are anticipated.

Name of Public Agency Approving Project: Riverside County

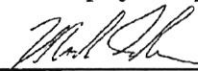
Name of Person or Agency Carrying Out Project: Riverside County Facilities Management

Exempt Status: State CEQA Guidelines Section 15301, Class 1, Existing Facilities Exemption; Section 15061(b) (3), "Common Sense" Exemption. Codified under California Code of Regulations Title 14, Article 5, Section 15061.

Reasons Why Project is Exempt: The proposed project is categorically exempt from the provisions of CEQA specifically by the State CEQA Guidelines as identified below. The project will not result in any specific or general exceptions to the use of the categorical exemption as detailed under State CEQA Guidelines Section 15300.2. The project will not cause an impact to an environmental resource of hazardous or critical concern nor would the project involve unusual circumstances that could potentially have a significant effect on the environment. The project would not result in impacts to scenic highways, hazardous waste sites, historic resources, or other sensitive natural environments, or have a cumulative effect to the environment. No significant environmental impacts are anticipated to occur with the Revenue Lease.

- **Section 15301 – Class 1 Existing Facilities Exemption:** This categorical exemption includes the operation, repair, maintenance, leasing, or minor alteration of existing public or private structures or facilities, provided the exemption only involves negligible or no expansion of the previous site’s use. The project, as proposed, is limited to an extension of term for the existing Revenue Lease to continue services at an existing facility. The continuation of these services will result in the ongoing use, operation, and maintenance of the facility. The use of the facility would not result in any changes as a result of the occupancy and no expansion of public services would occur. Therefore, the project is exempt as the project meets the scope and intent of the Class 1 Exemption identified in Section 15301, Article 19, Categorical Exemptions of the CEQA Guidelines.
- **Section 15061 (b) (3) – “Common Sense” Exemption:** In accordance with CEQA, the use of the Common Sense Exemption is based on the “general rule that CEQA applies only to projects which have the potential for causing a significant effect on the environment.” State CEQA Guidelines, Section 15061(b) (3). The use of this exemption is appropriate if “it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment.” *Ibid.* This determination is an issue of fact and if sufficient evidence exists in the record that the activity cannot have a significant effect on the environment, then the exemption applies and no further evaluation under CEQA is required. See *No Oil, Inc. v. City of Los Angeles* (1974) 13 Cal. 3d 68. The ruling in this case stated that if a project falls within a category exempt by administrative regulation or 'it can be seen with certainty that the activity in question will not have a significant effect on the environment', no further agency evaluation is required. With certainty, there is no possibility that the project may have a significant effect on the environment. The proposed Revenue Lease, which will result in the continued use of 409 square feet of office space at the Hemet Service Center, will not result in any direct or indirect physical environmental impacts. The use and operation of the facility will be substantially similar to the existing use and will not create any new environmental impacts to the surrounding area. No impacts beyond the ongoing, existing use of the site would occur. Therefore, in no way, would the project as proposed have the potential to cause a significant environmental impact and the project is exempt from further CEQA analysis.

Therefore, the County of Riverside Facilities Management hereby concludes that no physical environmental impacts are anticipated to occur and the project as proposed is exempt under CEQA. No further environmental analysis is warranted.

Signed:  Date: 3-27-2024
Mike Sullivan,
County of Riverside, Facilities Management

1 **REVENUE LEASE**

2 County of Riverside and

3 Care-A-Van Transit System, Inc.

4 749 N. State St., Hemet, California 92543

5
6 This Revenue Lease ("Lease") is entered into as of June 04, 2024
7 by and between The **COUNTY OF RIVERSIDE**, a political subdivision of the State of
8 California, herein called "County," leases to **CARE-A-VAN TRANSIT SYSTEM, INC.**, a
9 California non-profit corporation, herein called "Lessee."

10 **RECITALS**

11 WHEREAS, Lessee desires to lease a portion of a County owned building
12 located at 749 N. State St., Hemet California, and known to the County as the Hemet
13 Service Center, for the purpose of providing services to the community;

14 WHEREAS, Pursuant to Section 26227 of the Government Code, the Board of
15 Supervisors of the County deems that the services to be provided by Lessee are
16 necessary to meet the needs of the residents of the County by leasing a portion of said
17 building to Lessee the County can ensure those needs continue to be served.

18 NOW, THEREFORE, in consideration of the mutual covenants contained herein
19 and other good and valuable consideration, the parties do hereby agree as follows:

20 **1. Description.** The premises leased hereby consist of approximately
21 usable square feet located at 749 N. State St., Hemet, California, and consists of two
22 offices, one workstation, and an allocation of common core space to total 409 assigned
23 square feet as more particularly shown on Exhibit "A," attached hereto and by this
24 reference made a part of this Revenue Lease.

25 **3. Use.**

26 (a) The premises are leased hereby for the purpose of providing
27 transportation within the city of Hemet to senior citizens, disabled and low-income
28 individuals.

JUN 04 2024 3.23

1 (b) The leased premises shall not be used for any other purpose
2 without first obtaining the written consent of County, which consent shall not be
3 unreasonably withheld.

4 **4. Term.** This Revenue Lease shall be for a period of five (5) years,
5 effective upon the date of its full execution but applied retroactively to January 1, 2024,
6 and terminating December 31, 2029.

7 **5. Rent.** Lessee shall pay the sum of \$1,124.75 per month to County as
8 rent for the leased premises, payable, in advance, on the first day of the month.

9 **6. Rent Adjustment.** The monthly rent shall be increased on each
10 anniversary of the effective date of this Lease by an amount equal to three (3) percent
11 of the then-current monthly rent rate.

12 **7. Furnishings/Equipment.** All furniture within the office space and
13 workstations are included in the monthly rent with the exclusion of all task chairs.
14 County will not assume liability for any ergonomic issues; furnishings may be modified
15 as deemed necessary at the sole costs of Lessee. Lessee shall provide written consent
16 to County for modifications or removal of any leased furniture.

17 **8. INFORMATION TECHNOLOGY.** Lessee shall provide, at its sole cost
18 and expense, all information technology and office equipment, including, but not limited
19 to, copiers, fax machines, computers, telephone, and data equipment, and pay all
20 related recurring charges for the operation of the same.

21 **9. Utilities.** County shall provide and pay for all utilities.

22 **10. Maintenance/Custodial/Utilities.** County shall provide interior/exterior
23 reoccurring maintenance, custodial services, and utilities. Maintenance will be provided
24 as per Exhibit "B", FM Building Maintenance Service Standard, attached hereto and by
25 this reference made a part of this Lease. Custodial services will be provided as per
26 Exhibit "C," FM Level of Cleaning Standards, attached hereto and by this reference
27 made a part of this Lease. All other needs and requests or special requests for
28 Maintenance and or Custodial Services will be provided as per a "Facilities

1 Management Form 5" request from the Lessee. Lessee will be responsible for paying
2 for any and all necessary and additional/special requests for maintenance and
3 custodial services.

4 (a) County shall be responsible for all maintenance of the leased
5 premises.

6 (b) County shall be responsible for providing routine monitoring and
7 maintenance of the fire alarm system, fire extinguishers, and the fire sprinkler system,
8 if applicable.

9 (c) County shall maintain the mechanical room and other major
10 equipment connected to this facility.

11 (d) In the event any damage or injury to the leased premises is
12 caused by the negligent acts of Lessee, its officers, employees, clients, agents, guests,
13 invitees, subcontractors or independent contractors, any repairs made, or caused to be
14 made by County as may be necessary to restore the leased premises as a result of
15 such damage or injury, shall be paid forthwith by Lessee to County upon a billing and
16 accounting thereof, in writing, by County to Lessee.

17 **11. Inspection of Premises.** County, through its duly authorized agents,
18 shall have the right to enter the leased premises for the purpose of inspecting,
19 monitoring, and evaluating the obligations of Lessee hereunder and for the purpose of
20 doing any and all things which it is obligated and has a right to do under this Revenue
21 Lease.

22 **12. Quiet Enjoyment.** Lessee shall have, hold, and quietly enjoy the use of
23 the leased premises so long as it shall fully and faithfully perform the terms and
24 conditions that it is required to do under this Revenue Lease.

25 **13. Compliance with Government Regulations.** Lessee shall, at Lessee's
26 sole cost and expense, comply with the requirements of all local, state, and federal
27 statutes, regulations, rules, ordinances and orders now in force or which may be
28 hereafter in force, pertaining to the leased premises. The final judgment, decree, or

1 order of any court of competent jurisdiction, or the admission of Lessee in any action or
2 proceedings against Lessee, whether Lessee be a party thereto or not, that Lessee
3 has violated any such statutes, regulations, rules, ordinances, or orders, in the use of
4 the leased premises, shall be conclusive of that fact as between County and Lessee.

5 **14. CASp Disclosure.** To the extent California Civil Code section 1938 may
6 apply to the premises, Lessor represents that the premises have not undergone
7 inspection by a Certified Access Specialist (CASp). A Certified Access Specialist
8 (CASp) can inspect the subject premises and determine whether the subject premises
9 comply with all of the applicable construction-related accessibility standards under
10 state law. Although state law does not require a CASp inspection of the subject
11 premises, the commercial property owner or lessor may not prohibit the lessee or
12 tenant from obtaining a CASp inspection of the subject premises for the occupancy or
13 potential occupancy of the lessee or tenant, if requested by the lessee or tenant. The
14 parties shall mutually agree on the arrangements for the time and manner of the CASp
15 inspection, the payment of the fee for the CASp inspection, and the cost of making any
16 repairs necessary to correct violations of construction-related accessibility standards
17 within the premises. Lessee shall be responsible for compliance with government
18 regulations as provided in Section 15.

19 **15. Termination by County.** County shall have the right to terminate this
20 Revenue Lease forthwith:

21 (a) In the event a petition is filed for voluntary or involuntary
22 bankruptcy for the adjudication of Lessee as debtors.

23 (b) In the event that Lessee makes a general assignment, or Lessee's
24 interest hereunder is assigned involuntarily or by operation of law for the benefit of
25 creditors.

26 (c) In the event of abandonment of the leased premises by Lessee.

27 (d) In the event Lessee fails or refuses to perform, keep, or observe
28 any of Lessee's duties or obligations hereunder; provided, however, that Lessee shall

1 have thirty (30) days in which to correct Lessee's breach or default after written notice
2 thereof has been served on Lessee by County.

3 (e) Without cause upon ninety (90) days' written notice served upon
4 the Lessee.

5 (f) In the event any, or all of Lessee's license(s) with the State of
6 California to provide the services set forth in Paragraph 3 herein is/are terminated or
7 expires.

8 **16. Termination by Lessee.** Lessee shall have the right to terminate this
9 Revenue Lease in the event County fails to perform, keep or observe any of its duties
10 or obligations hereunder; provided, however, that County shall have thirty (30) days in
11 which to correct its breach or default after written notice thereof has been served on it
12 by Lessee; provided, however, that in the event such breach or default is not corrected,
13 Lessee may elect to terminate this Revenue Lease in its entirety or as to any portion of
14 the premises affected thereby, and such election shall be given by an additional fifteen
15 (15) days written notice to County. Licensee shall have the right to terminate this
16 Revenue Lease without cause with sixty (60) days' written notice to County.

17 **17. Insurance.** Without limiting or diminishing the Lessee's obligation to
18 indemnify or hold the County harmless, Lessee shall procure and maintain or cause to
19 be maintained, at its sole cost and expense, the following insurance coverages during
20 the term of this Agreement. As respects to the insurance section only, the County
21 herein refers to the County of Riverside, its Agencies, Districts, Special Districts, and
22 Departments, their respective directors, officers, Board of Supervisors, employees,
23 elected or appointed officials, agents, or representatives as Additional Insureds.

24 (a) Workers' Compensation:

25 If the Lessee has employees as defined by the State of California, the Lessee
26 shall maintain statutory Workers' Compensation Insurance (Coverage A) as prescribed
27 by the laws of the State of California. Policy shall include Employers' Liability
28 (Coverage B) including Occupational Disease with limits not less than \$1,000,000 per

1 person per accident. The policy shall be endorsed to waive subrogation in favor of The
2 County of Riverside.

3 (b) Commercial General Liability:

4 Commercial General Liability insurance coverage, including but not limited to,
5 premises liability, unmodified contractual liability, products and completed operations
6 liability, personal and advertising injury, and cross liability coverage, covering claims
7 which may arise from or out of Lessee's performance of its obligations hereunder.
8 Policy shall name the County as Additional Insured. Policy's limit of liability shall not be
9 less than \$2,000,000 per occurrence combined single limit. If such insurance contains
10 a general aggregate limit, it shall apply separately to this agreement or be no less than
11 two (2) times the occurrence limit.

12 (c) Vehicle Liability:

13 If vehicles or mobile equipment are used in the performance of the obligations
14 under this Agreement, then Lessee shall maintain liability insurance for all owned, non-
15 owned or hired vehicles so used in an amount not less than \$1,000,000 per occurrence
16 combined single limit. If such insurance contains a general aggregate limit, it shall
17 apply separately to this agreement or be no less than two (2) times the occurrence
18 limit. Policy shall name the County as Additional Insureds.

19 (d) Waiver of Subrogation:

20 Lessee hereby grants to the County a waiver of subrogation which any insurer
21 may acquire against the County, its officers, officials, employees, and volunteers from
22 Lessee by virtue of the payment of any loss. Lessee agrees to obtain any endorsement
23 that may be necessary to affect this waiver of subrogation, but this provision applies
24 regardless of whether or not the County has received a waiver of subrogation
25 endorsement from the insurer. If such insurance contains a general aggregate limit, it
26 shall apply separately to this Lease or be not less than two (2) times the occurrence
27 limit. Policy shall name the County as Additional Insureds.

28 (e) General Insurance Provisions - All lines:

1 1) Any insurance carrier providing insurance coverage
2 hereunder shall be admitted to the State of California and have an A M BEST rating of
3 not less than A: VIII (A:8) unless such requirements are waived, in writing, by the
4 County Risk Manager. If the County's Risk Manager waives a requirement for a
5 particular insurer such waiver is only valid for that specific insurer and only for one
6 policy term.

7 2) The Lessee must declare its insurance self-insured retention
8 for each coverage required herein. If any such self-insured retention exceeds \$500,000
9 per occurrence each such retention shall have the prior written consent of the County
10 Risk Manager before the commencement of operations under this Agreement. Upon
11 notification of self-insured retention unacceptable to the County, and at the election of
12 the County's Risk Manager, Lessee's carriers shall either; 1) reduce or eliminate such
13 self-insured retention with respect to this Revenue Lease with the County, or 2)
14 procure a bond which guarantees payment of losses and related investigations, claims
15 administration, and defense costs and expenses.

16 3) Lessee shall cause Lessee's insurance carrier(s) to furnish
17 the County of Riverside with either 1) a properly executed original Certificate(s) of
18 Insurance and certified original copies of Endorsements effecting coverage as required
19 herein, and 2) if requested to do so orally or in writing by the County Risk Manager,
20 provide original Certified copies of policies including all Endorsements and all
21 attachments thereto, showing such insurance is in full force and effect. Further, said
22 Certificate(s) and policies of insurance shall contain the covenant of the insurance
23 carrier(s) that a minimum of thirty (30) days' written notice shall be given to the County
24 of Riverside prior to any material modification, cancellation, expiration or reduction in
25 coverage of such insurance. If Lessee insurance carrier(s) policies do not meet the
26 minimum notice requirement found herein, Lessee shall cause Lessee's insurance
27 carrier(s) to furnish a 30-day Notice of Cancellation Endorsement.

28

1 4) In the event of a material modification, cancellation,
2 expiration, or reduction in coverage, this Revenue Lease shall terminate forthwith,
3 unless the County of Riverside receives, prior to such effective date, another properly
4 executed original Certificate of Insurance and original copies of endorsements or
5 certified original policies, including all endorsements and attachments thereto
6 evidencing coverages set forth herein and the insurance required herein is in full force
7 and effect. Lessee shall not commence operations until the County has been furnished
8 original Certificate(s) of Insurance and certified original copies of endorsements and, if
9 requested, certified original policies of insurance including all endorsements and any
10 and all other attachments as required in this Section. An individual authorized by the
11 insurance carrier to do so on its behalf shall sign the original endorsements for each
12 policy and the Certificate of Insurance.

13 5) It is understood and agreed to by the parties hereto that the
14 Lessee's insurance shall be construed as primary insurance, and the County's
15 insurance and/or deductibles and/or self-insured retentions or self-insured programs
16 shall not be construed as contributory.

17 6) If, during the term of this Revenue Lease or any extension
18 thereof, there is a material change in the scope of services; or, there is a material
19 change in the equipment to be used in the performance of the scope of work; or, the
20 term of this Agreement, including any extensions thereof, exceeds five (5) years; the
21 County reserves the right to adjust the types of insurance and the monetary limits of
22 liability required under this Agreement, if in the County Risk Management's reasonable
23 judgment, the amount or type of insurance carried by the Lessee has become
24 inadequate.

25 7) Lessee shall pass down the insurance obligations contained
26 herein to all tiers of sublessee's working under this Agreement.

27 8) The insurance requirements contained in this Revenue Lease
28 may be met with a program(s) of self-insurance acceptable to the County.

1 9) Lessee agrees to notify County of any claim by a third party
2 or any incident or event that may give rise to a claim arising from the performance of
3 this Agreement.

4 **18. Hold Harmless.** Except as otherwise provided herein, Lessee
5 represents that it has inspected the Property and accepts the condition and fully
6 assumes any and all risks incidental to the use thereof. County shall not be liable to
7 Lessee, its agents, employees, subcontractors, or independent contractors for any
8 personal injury or property damage suffered by them which may result from hidden,
9 latent or other dangerous conditions in, on, upon or within the property unknown to the
10 County, its officers, agents or employees.

11 Lessee shall indemnify and hold harmless the County of Riverside, its Agencies,
12 Districts, Special Districts, and Departments, their respective directors, its officers,
13 Board of Supervisors, agents, employees, elected or appointed officials, agents or
14 representatives and independent contractors (individually and collectively hereinafter
15 referred to as "Indemnitees") free and harmless from any liability whatsoever, based or
16 asserted upon any act or omission of Lessee, its officers, agents, employees,
17 subcontractors, and independent contractors for property damage, bodily injury, death
18 or any other element of damage of any kind or nature relating to or in any way
19 connected with or arising from Lessee's use, occupancy or operation of the Property.
20 Lessee, shall defend, at its expense, including attorneys' fees, Indemnitees in any legal
21 action based upon such alleged acts or omissions. With respect to any action or claim
22 subject to indemnification herein by Lessee, Lessee shall, at their sole cost, have the
23 right to use counsel of their own choice and shall have the right to adjust, settle, or
24 compromise any such action or claim without the prior consent of County; provided,
25 however, that any such adjustment, settlement or compromise in no manner
26 whatsoever limits or circumscribes Lessee's indemnification to Indemnitees as set forth
27 herein. Lessee's obligation hereunder shall be satisfied when Lessee has provided to
28 County the appropriate form of dismissal relieving County from any liability for the

1 action or claim involved. The specified insurance limits required in this Revenue Lease
2 shall in no way limit or circumscribe Lessee obligations to indemnify and hold harmless
3 the Indemnitees herein from third party claims.

4 **19. Assignment.** Lessee cannot assign, sublet, mortgage, hypothecate, or
5 otherwise transfer in any manner any of its rights, duties, or obligations hereunder to
6 any person or entity without the written consent of County first being obtained, which
7 consent shall be in the absolute discretion of County. In the event of any such transfer,
8 as provided in this Paragraph, Lessee expressly understands and agrees that it shall
9 remain liable with respect to any and all of the obligations and duties contained in this
10 Revenue Lease.

11 **20. Toxic Materials.** During the term of the Revenue Lease and any
12 extensions thereof, Lessee shall not violate any federal, state, or local law, ordinance
13 or regulation, relating to industrial hygiene or to the environmental condition on, under
14 or about the leased premises, including, but not limited to, soil and groundwater
15 conditions. Further, Lessee, its successors, assigns and sub lessees, shall not use,
16 generate, manufacture, produce, store or dispose of on, under or about the leased
17 premises or transport to or from the leased premises any flammable explosives,
18 asbestos, radioactive materials, hazardous wastes, toxic substances or related
19 injurious materials, whether injurious by themselves or in combination with other
20 materials (collectively, "hazardous substances", "hazardous materials" or "toxic
21 substances") in the Comprehensive Environmental Response, Compensation and
22 Liability Act of 1980, as amended, 42 U.S.C. Section 9601, et seq; the Hazardous
23 Materials Transportation Act, 49 U.S.C. Section 5101, et seq; the Resource
24 Conservation and Recovery Act, 42 U.S.C. Section 6901, et seq; and those
25 substances defined as "Hazardous Wastes" in Section 25117 of the California Health
26 and Safety Code or as "Hazardous Substances" in Section 78075 of the California
27 Health and Safety Code; and in the regulations adopted in publications promulgated
28 pursuant to said laws.

1 **21. Free From Liens.** Lessee shall pay, when due, all sums of money that
2 may become due for any labor, services, material, supplies, or equipment, alleged to
3 have been furnished or to be furnished to Lessee, in, upon, or about the leased
4 premises, and which may be secured by a mechanic's, material man's or other lien
5 against the leased premises or County's interest therein, and will cause each such lien
6 to be fully discharged and released at the time the performance of any obligation
7 secured by such lien matures or becomes due; provided, however, that if Lessee
8 desires to contest any such lien, it may do so, but notwithstanding any such contest, if
9 such lien shall be reduced to final enforcement thereof is not promptly stayed, or if so
10 stayed, and said stay thereafter expires, then and in such event, Lessee shall forthwith
11 pay and discharge said judgment.

12 **22. Employees and Agents of Lessee.** It is understood and agreed that all
13 persons hired or engaged by Lessee shall be considered to be employees or agents
14 only of Lessee and not of County.

15 **23. Binding on Successors.** Lessee and its assigns and successors in
16 interest shall be bound by all the terms and conditions contained in this Revenue
17 Lease, and all the parties thereto shall be jointly and severally liable hereunder.

18 **24. Waiver of Performance.** No waiver by County at any time of any of the
19 terms and conditions of this Revenue Lease shall be deemed or construed as a waiver
20 at any time thereafter of the same or of any other terms or conditions contained herein
21 or of the strict and timely performance of such terms and conditions.

22 **25. Severability.** The invalidity of any provision in this Revenue Lease as
23 determined by a court of competent jurisdiction shall in no way affect the validity of any
24 other provision hereof.

25 **26. Governing Law and Venue.** This Revenue Lease shall be construed in
26 accordance with the laws of the State of California. Any action at law or in equity
27 brought by either of the parties hereto for the purpose of enforcing a right or rights
28 provided for by this Revenue Lease shall be tried in a court of competent jurisdiction in

1 the County of Riverside, State of California, and the parties hereby waive all provisions
2 of law providing for a change of venue in such proceedings to any other county.

3 **27. Notices.** Any notice required or desired to be served by either party
4 upon the other shall be addressed to the respective parties as set forth below:

5 <u>County:</u>	<u>Lessee:</u>
6 County of Riverside	Care-A-Van Transit System, Inc.
7 Facilities Management Department	749 N. State Street
8 Real Estate Division	Hemet, California 92543
9 3450 Fourteenth Street, Suite 200	(951)765-6955
Riverside, California 92501	
Attn: Deputy Director of Real Estate	
(951) 955-4820	

10 or to such other addresses as from time to time shall be designated by the respective
11 parties.

12 **28. Permits, Licenses and Taxes.** Lessee shall secure and maintain, at its
13 expense, all necessary permits and licenses as it may be required to obtain and/or
14 hold, and Lessee shall pay for all fees and taxes levied or required by any authorized
15 public entity. Lessee recognizes and understands that this Revenue Lease may create
16 a possessory interest subject to property taxation and that Lessee may be subject to
17 the payment of property taxes levied on such interest.

18 **29. Paragraph Headings.** The paragraph headings herein are for the
19 convenience of the parties only, and shall not be deemed to govern, limit, modify or in
20 any manner affect the scope, meaning or intent of the provisions or language of this
21 Revenue Lease.

22 **30. County's Representative.** County hereby appoints the Director of
23 Facilities Management as its authorized representative to administer this Revenue
24 Lease.

25 **31. Agent for Service of Process.** It is expressly understood and agreed
26 that in the event Lessee is not a resident of the State of California or it is an association
27 or partnership without a member or partner resident of the State of California, or it is a
28

1 foreign corporation, then in any such event, Lessee shall file with the Director of
2 Facilities Management, upon its execution hereof, a designation of a natural person
3 residing in the State of California, giving his or her name, residence and business
4 addresses, as its agent for the purpose of services of process in any court action
5 arising out of or based upon this Revenue Lease, and the delivery to such agent of a
6 copy of any process in any such action shall constitute valid service upon Lessee. It is
7 further expressly understood and agreed that if for any reason service of such process
8 upon such agent is not feasible, then, in such event, Lessee may be personally served
9 with such process out of this County and that such service shall constitute valid service
10 upon Lessee. It is further expressly understood and agreed that Lessee is amenable
11 to the process so served, submits to the jurisdiction of the court so obtained and
12 waives any and all objections and protests thereto.

13 **32. Entire Revenue Lease.** This Revenue Lease is intended by the parties
14 hereto as a final expression of their understanding with respect to the subject matter
15 hereof and as a complete and exclusive statement of the terms and conditions thereof
16 and supersedes any and all prior and contemporaneous leases, agreements, and
17 understandings, whether oral or written, in connection therewith. The Revenue Lease
18 may be changed or modified only upon the written consent of the parties hereto.

19 **33. Approval.** This Revenue Lease shall not be binding or consummated
20 until its approval by the Director of Facilities Management.

21 (SIGNATURE ON NEXT PAGE)
22
23
24
25
26
27
28

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28

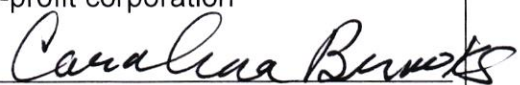
IN WITNESS WHEREOF, this Lease is hereby agreed to by COUNTY and CARE-A-VAN.

Dated: June 04, 2024

COUNTY OF RIVERSIDE, a political subdivision of the State of California INC.,

LESSEE:
CARE-A-VAN TRANSIT SYSTEM,
a non-profit corporation


By: 
Chuck Washington, Chair
Board of Supervisors

By: 
Carolina Brooks,
Program Representative

ATTEST:
Kimberly A. Rector
Clerk of the Board

By: 
Deputy

APPROVED AS TO FORM:
MINH. C. Tran
County Counsel

By: 
Braden Holly
Deputy County Counsel

AG: i1/02282024/HM048/40.019



Prepared by
**SPACE
MANAGEMENT**

HM0618 Hemet Service Center

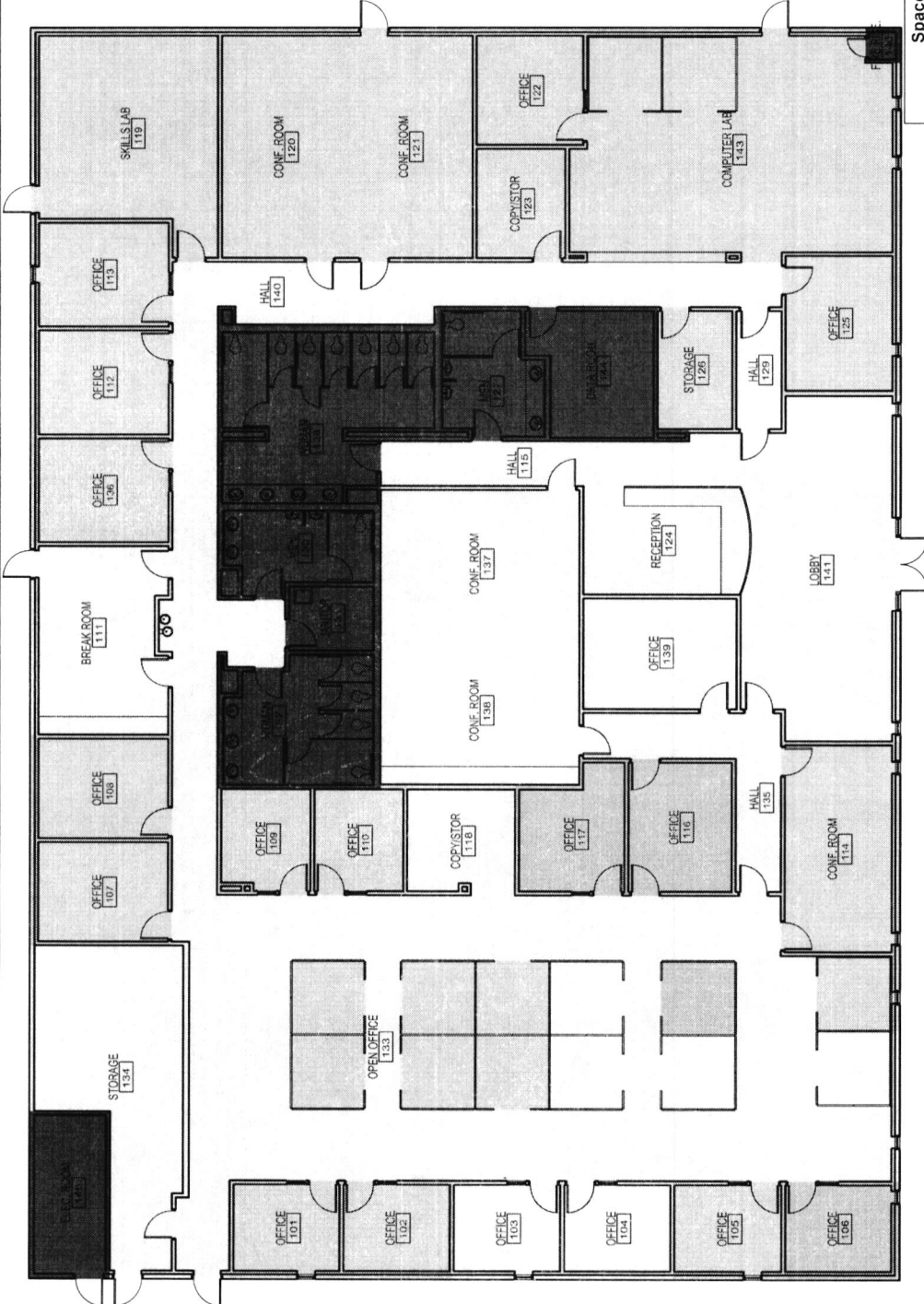
479 N. State St., Hemet, CA

SHEET TITLE

1st Floor
Space Plan

REVISIONS

FILE: HM0618_1st_FLR_SP_20231017.dwg	SHEET
PROJECT NO.	SP-1
DRAWN BY	
DATE: 10/17/2023	
SCALE: N/A	



Space Management Legend		
Department	Actual Sq. Ft.	Assigned Sq. Ft.
Building Core		
Common Core		
WDC		
CAP		
Care-A-Van	209	408.84
Veteran's Services		
Total	13,248	13,248

EXHIBIT A

FM BUILDING MAINTENANCE SERVICE STANDARD**General Guidelines:**

- A. The Maintenance Service Division (MSD) will be responsible to review and deliver a diverse range of frequent, periodic and annual maintenance services by preventive, corrective and predictive methods as required for County facilities.
- B. The MSD will coordinate service adjustments with each department from one fiscal year to the next to maintain building systems and related component operations, perform building repairs and/or implement facility renewal projects in the collective effort of sustaining buildings effectively and under the guise of facility health and safety standards.
- C. Building maintenance service needs and schedules may vary from one facility to another due to location, age, construction type, condition and use of facility to maintain appropriate operation, safety, and appearance.
- D. The MSD will provide service in identifying building maintenance needs and project requirements regarding building systems.
- E. Consistent with the Board's mission of sustaining County Assets, department heads are expected to encourage, establish, and raise building awareness to partner in reporting corrective maintenance issues. This will aid in promoting healthy and safe building conditions, work environments and public service areas.
- F. Preventive Maintenance (PM) is a planned interval-based surveillance/inspection method of mechanical, electrical, plumbing, HVAC, building envelope and other facility systems. PM's determine equipment wear and tear, perform general; lubrication, adjusting, cleaning, replacing, tightening, testing of system components and equipment. Such as; filters, fans, motors, electrical contractors, heat exchangers, pumps, valves, bearings, boilers, electrical distribution, lift-stations, generators, air conditioners, etc.
- G. Predictive Maintenance (PdM) identifies facility equipment that has potential for imminent failure. PdM is a condition-based system process whereby facility equipment output, Functionality is measured through various processes such as vibration analysis, oil analysis, thermography and ultrasonic detection. The measured response to these processes produces a definitive internal or external condition of the equipment being tested to help predict system and or equipment failure, before it occurs, to mitigate catastrophic failure and or significant system downtime.
- H. Corrective Maintenance (CM) can be unplanned or planned facility equipment repair process. Unplanned CM are minor day to day "fix-it" repairs that occur within any given facility, such as minor leaks, plumbing, electrical and air conditioning issues.

FM BUILDING MAINTENANCE SERVICE STANDARD

Planned CM are larger, costly, or more complicated repairs that generally require coordination efforts. In some cases, identification of a funding source may be required via Form V.

Responsibilities:**A. Maintenance Service Division**

1. Will maintain staffing levels and expertise to fulfill the obligations of maintenance service standards consistent with the required service levels.
2. Will conduct monthly site inspections to ensure each facility is within acceptable standards.
3. Will provide and coordinate service adjustments for facilities in a responsible and appropriate manner.
4. Will provide management oversight regarding contractual services related to regulatory-compliance, mechanical, electrical, plumbing, and other building systems in accordance with industry best practices and health / safety standards.
5. Will maintain a 24-hour call center and reporting mechanisms to ensure customer needs are received and addressed in a timely manner.
6. Provide service response categories:
 - A. Emergency – response one-hour, completion within 24 hours
 - Entire Building Hot
 - Roof Leaks
 - No Water
 - B. Urgent – response 4-8 hours, completion within 48 hours
 - Lights out in office
 - Ceiling tile stained or wet
 - Adjust Room Air Temperature (Too Hot or Too Cold)
 - C. Routine – response 3-5 days, completion within 30 days
 - Paint Wall
 - Hang pictures in office
 - Replace old Plumbing Fixtures

FM BUILDING MAINTENANCE SERVICE STANDARD

Maintenance Service Standard Notes:

- A. Facilities located in environmentally challenged areas may require more frequent services.
- B. Outlying or partially occupied facilities may require less service to meet minimum standards. High-use locations, or 24/7/365 day-per-year facilities may need additional services to meet minimum standards.
- C. Aged facility infrastructure and abundance of corrective maintenance activities are indicators that additional preventive, predictive, facility renewal services are required.
- D. Facility maintenance activities are driven by numerous regulatory compliance agencies and industry standards, examples are:
- South Coast Air Quality Management District (SCAQMD)
 - Environmental Protection Agency (EPA)
 - Office of Statewide Health Planning and Development (OSHPD)
 - California Occupational Safety and Health Administration (CalOSHA)
 - California Division of Occupational Safety and Health (DOSH)
 - The Joint Commission (TJC)
 - National Fire Protection Association (NFPA)
 - California Uniform Building Code (UBC)
 - American Society of Heating/Refrigeration/AC/ Engineers (ASHRAE)
 - State Water Control Resource Board (SWCRB)
 - Department of Environmental Health (DEH)
 - Building Owners and Managers Association (BOMA)
 - National Electrical Code (NEC)
 - Uniform Plumbing Code (UPC)

FM BUILDING MAINTENANCE SERVICE STANDARD

Facility HVAC	Frequencies	Service Requirements	Specific Components	Comments
Air Handlers	Weekly Monthly Annually	Inspect/Lubricate motor/fan bearings Inspect/Adjust/ Replace belts and sheaves Inspect/Adjust/ Lubricate Dampers Inspect/Clean Coils/Verify Valve Op Inspect/Clean/ Disinfect Pan and Drain Inspect/Replace Filters/Check Safeties Clean Plenum and Walls	Supply/Return Fan Motor Assemblies Supply/Return /Make Up Air Dampers Heating/Cooling Coils and Valves Condensate Pan Assembly Filter Rack Assembly Smoke Detectors/Safeties Plenum Floor/Walls/Duct	Highly Critical for environmental control and indoor air quality (IAQ) compliance
Cooling Towers	Daily Weekly Monthly Annually	Inspect/Lubricate motor/fan bearings Inspect/Adjust/ Replace belts and sheaves Inspect/Clean Distribution Assembly Inspect/Clean/Verify Water Operation Inspect/Clean/ Disinfect Sump Pan Drain/Clean Strainers and Sump Remove/Inspect/ Clean Drift Eliminators Inspect/Verify Proper Water Treatment Values and Operation. Check proper operation of all Safeties	Fan Blade/Pulley Assembly Motor/Pulley Assembly Water Distribution/Nozzle Assembly Drift Eliminator Assembly Strainer/Float/Sump Assemblies Verify Water Treatment Station Op	Highly Critical for energy efficiency, proper safe operation of cooling system and mitigation of microbiological development.

FM BUILDING MAINTENANCE SERVICE STANDARD

Exhaust Fans	Monthly	Inspect/Clean/Adjust Fan/Pulley Assembly Inspect/Adjust/Replace Belt Assembly Check and adjust for vibration and revolutions per minute Inspect/Correct Electrical/Air flow switch as required	Fan Blade/Pulley Assembly Motor/Belt/Sheave Assembly Fan Housing/Electrical/Air flow Assembly	Significant for proper building air exchange, ventilation and indoor air quality
Circulating Pumps / Strainers	Monthly Annually	Inspect/Lubricate bearings Inspect Coupling/Seal for leaks/vibration Inspect/Verify Op of Pump Impeller Inspect condition of safety guards Verify Op of all gauges/ Clean Strainer	Motor/Bearing Assembly Pump Coupling/Seal Assembly Pump Housing/Impeller/ Assembly Pump Temp/Pressure/ Strainer Assembly	Significant for proper, efficient water flow and pressure to all air conditioning, heating and plumbing fixture devices
Building Automation System	Daily Weekly	Verify proper programming, trends, alarm status condition statements. Verify integrity of communication network Verify Building Temperature and schedule set points and Trending	User Interface Program Integration Controllers Field-level Controllers Field Sensors/Actuators/ Tstats	Critical for energy efficiency, environmental control, indoor air quality and building comfort

FM BUILDING MAINTENANCE SERVICE STANDARD

Water Treatment System	Daily Weekly Monthly Annually	Verify proper Ph/TDS/Cycle set points Perform sensor calibration and testing Inspect level of chemical drums Operate all safeties and Eye Wash	Water Controller Water Pumping assembly Chemical Feeder System Flow Control / Safety assembly	Critical for energy efficiency, HVAC equipment lifecycle, proper cooling, and mitigation of fouling, scaling, corrosion microbiological growth.
Plant / Mechanical Room Inspections	Daily Weekly Monthly	Inspect all seismic bracing Inspect all electrical distribution Inspect all plumbing connections Inspect for cleanliness / safety hazards	Mechanical, Electrical, Plumbing devices and systems	Significant to ensure proper, safe operation of Mechanical, Electrical, Plumbing equipment rooms for operational continuity/ safety/efficiency
Fan Coils / Common Area Computer Room AC Units	Monthly Quarterly	Clean Blower and Lubricate Bearings Adjust Replace Belt as needed Clean Coil/Change Filters/ Inspect/Clean Condensate Pan/Drain Check Refrigerant Charge/Pressures and Delta T. Check for leaks Clean Condenser as required Check Electrical Control/Voltage/Amp.	Fan/Blower Assembly Coil/Valve/ Condensate Assembly Compressor/Heat Exchanger/ Condenser Electrical Controls	Significant to ensure proper, safe operation of IT / Data equipment rooms for operational continuity/ safety/efficiency

FM BUILDING MAINTENANCE SERVICE STANDARD

<p>Air-Cooled / Water-Cooled Chillers</p>	<p>Weekly Monthly Annually</p>	<p>Inspect chiller for refrigerant/oil leaks Inspect chiller Op pressures/temps Verify proper Op set points and limits Verify proper approach and Delta T Verify proper flow and pressure rates Ensure proper operation of fans/pumps</p>	<p>Chiller Compressors Chiller Condenser and Evaporator Chiller Fans and Pumps</p>	<p>Highly Critical to provide energy efficiency, system reliability, useful life, adequate cooling capacity, mitigate failure and ensure code compliance</p>
<p>Rooftop Package Units / Split-System Units</p>	<p>Weekly Monthly Annually</p>	<p>Inspect compressor units for oil/refrigerant leaks. Verify proper refrigerant charge/temps Inspect clean all heat exchanges Change filters as needed Clean and inspect condensate pan/drain Inspect all electrical connections/safety</p>	<p>Compressor Units Condenser and Evaporator Assemblies Indoor and Outdoor Fan Assemblies Refrigerant Piping Electrical Controls/Safeties</p>	<p>Significant for proper, efficient, safe operation of cooling system, Increase useful life and energy efficiency</p>
<p>Negative Pressure Room Systems</p>	<p>Quarterly</p>	<p>Verify Negative Room Safety Status Inspect Fan Housing Assembly Ensure Motor and Belt Functionality Certify Op via Credentialed Vendor</p>	<p>Fan Blade/Pulley Assembly Motor/Belt/Sheave Assembly Fan Housing/Electrical/Air flow Assembly</p>	<p>Critical for health safety and welfare of area occupants to ensure negative pressure and mitigate cross-contamination.</p>

FM BUILDING MAINTENANCE SERVICE STANDARD

Facility Plumbing	Frequencies	Service Requirements	Specific Components	Comments
Boiler System / Heat Exchangers	Weekly Monthly Annually	Verify water delivery Temperature Verify proper gas delivery pressure Verify function of all safety devices Verify proper combustion and flue Op Verify water flow and water make-up Ensure proper heat water deliver temperatures	Boiler Unit and Gas Assembly Combustion/Flue Assembly Control and Safety Assemblies Water System Assemblies Heat Exchanger/Control Assemblies	Critical to ensure consistent hot water for facility and proper temperatures per code. Ensure safe efficient and code compliant operation of gas-fired appliance
Circulating Pump System / Domestic Water Pump System	Weekly Monthly Annually	Inspect/Lubricate motor/bearings Inspect coupling/seal for leaks Inspect impeller for proper Op Clean strainer ensure proper flow/temp Ensure Variable Frequency Drives (VFD) is modulating/holding Pounds for Square Inch (PSI)	Motor/Bearing Assembly Pump Coupling/Seal Assembly Pump Housing/Impeller/ Assembly Pump Temperature/ Pressure/ Strainer Assembly VFD	Significant to ensure proper volume and pressure rates of water delivery to facility, fixtures and devices.
Building Common Area Interior Fixtures	Daily Weekly Monthly	Inspect devices for leaks Inspect devices for proper function Verify proper gpf/hands-free operator Ensure fountain is clean/sanitized Inspect/Replace seats as required	Facility Devices / Fixtures; commode, sink, faucet, water fountains	Significant to ensure proper, safe, efficient plumbing fixture use for health

FM BUILDING MAINTENANCE SERVICE STANDARD

Drain - Waste Line Inspection and Cleaning	Monthly Annually	Inspect for leaks Inspect and Verify proper drainage Auger line as required Camera line as required	Waste and Vent Line System	Significant to ensure proper drain wastewater from facility and mitigate black/gray/ water intrusion health and safety issues.
Plumbing Area Room and Pipe Chase Inspection	Monthly Annually	Inspect plumbing for leaks Clean pipe-chase and disinfect Inspect/Test flush actuators/devices Inspect/Replace Pins as required	Waste and Vent Line System Water flush actuators Ancillary drain pins/baffles/plumbing Trap-Primer Devices	Critical to ensure proper drainage of waste system without leaks. Reduce water usage, minimize black/gray water intrusion. Mitigate health/safety issues
Facility Emergency Power	Frequencies	Service Requirements	Specific Components	Comments
Emergency Power / Generator Systems	Monthly Quarterly Annually	Run system per facility level requirement. Record all operating temperatures and voltage/kw output Inspect for oil and coolant leaks, check levels. Inspect batteries and gravity test	Diesel Engine/Generator Assembly Battery Assembly System Dashboard Display	Highly Critical for Fire Life Safety of occupants and facility systems as designed. Vary per functionality of facility.

FM BUILDING MAINTENANCE SERVICE STANDARD

		Monitor/Record/Log all output values		
Emergency Power / Generator Fuel Systems	Daily Monthly Quarterly Annually	Check and Inspect fuel level/integrity Inspect tank for leaks and proper function. Inspect/log monitor alarms/status. Relay issues to Environmental Team.	Fuel Monitoring System Above/Underground Fuel Systems	Critical to ensure proper function of E-power and ensure health, safety and environmental code compliance
Power System Switchgear / Panels / Distribution	Monthly Quarterly Annually	Check and inspect switch control operation, wire and connection integrity and proper operation	Distribution panels switch gear	Critical to ensure proper function of E-power and ensure health, safety and environmental code compliance
Facility Electrical	Frequencies	Service Requirements	Specific Components	Comments
Interior Lighting Systems	Weekly Monthly	Ensure proper function of panel Check ballast for overheating/odor Check electrical connections and	Lighting Control Panel Light fixture Electrical Switching	Significant to ensure proper illumination level and color rendition per code

FM BUILDING MAINTENANCE SERVICE STANDARD

		switch Replace lamp as needed with proper Color Render Index. Dispose of lamp per EPA code		
Exterior Lighting Systems	Weekly Monthly	Verify proper and safe operation of control circuit. Replace light fixture as needed with suitable CRI/Wattage lamp Dispose of lamp per EPA code	Lighting Control Circuit Light fixture	Significant to ensure proper illumination level, color rendition per code and promote safe environment
Emergency Lighting Systems	Monthly	Testing operation of light fixture Replace rechargeable battery as needed Ensure ample lumens per safety code	E Lighting Fixture	Significant to ensure proper illumination in facility during an emergency
Electrical Area / Room Inspection	Monthly	Inspect all seismic bracing Inspect all wiring to integrity, hot spots, and proper connection. Use infrared per type of system Ensure room clear of debris and hazards	Electrical Distribution Panel and Gear	Significant to ensure continuity of utility, reliable power, and safe working conditions

FM BUILDING MAINTENANCE SERVICE STANDARD

Facility Fire Life Safety	Frequencies	Service Requirements	Specific Components	Comments
Elevator Emergency Phone System	Monthly	Test phone for proper operation. Document results with Customer Service. Repair any malfunction immediately.	Emergency Phone in elevator	Highly Critical as emergency phone in elevator should always be functional for health safety and welfare
Fire Suppression System Sprinklers / Pumps / Controls	Weekly Monthly Annually	Perform inspections per NFPA code Utilize certified vendor as applicable Perform pump flow/pressure testing Inspect visual and audible devices Perform frequency per NFPA code	Fire System Piping Fire System Pumping Ancillary Fire Life Safety Devices	Highly Critical for the Fire Life Safety of occupants and facility structure/ contents
Fire Extinguishers	Monthly Annually	Inspect verify pressure indicator in zone Document label accordingly Replace device as needed Recharge annually	Extinguishers / Cabinets	Highly Critical for the Fire Life Safety of occupants and facility structure/ contents
Fire-Hood Suppression Systems	Semi-Annual Annually	Inspect per NFPA code with certified vendor. Document and Repair as needed	Hood Plenum Suppression Assembly	Critical for proper mitigation of fire within a commercial cooking environment.

FM BUILDING MAINTENANCE SERVICE STANDARD

<p>Fire / Exit / Emergency / Egress Signage</p>	<p>Monthly</p>	<p>Inspect proper operation and illumination of applicable signage Repair/Replace as required</p>	<p>Signage Devices</p>	<p>Critical for effective egress of facility occupants during an emergency egress situation.</p>
<p>Fire Monitoring / Panel Systems</p>	<p>Daily Weekly Monthly Annually</p>	<p>Inspection of Fire Panel for alarm or trouble conditions Verify secondary line continuity Inspect battery power backup Perform inspection per NFPA compliance</p>	<p>Fire Panel Communication lines - Vendor</p>	<p>Highly Critical for effective response and annunciation of fire within facility. To promote proper egress for the life safety of occupants.</p>
<p>Building Fire Inspection</p>	<p>Annually Five Years</p>	<p>Annual and Five-Year Building Inspections with certified vendor and Fire Life Safety agency per NFPA compliance</p>	<p>Fire Life Safety System</p>	<p>Highly Critical for effective response, suppression and annunciation of fire within facility. To promote proper egress for the life safety of occupants.</p>

FM BUILDING MAINTENANCE SERVICE STANDARD

Facility Building Envelope	Frequencies	Service Requirements	Specific Components	Comments
Roof Inspection / Roof Drains	Monthly Annually	Clear all debris from drain cover Verify proper water flow to grade level Clean all drains as needed Inspect roof membrane for breach Inspect substrate condition	Roof Drains - Primary/Secondary Roof Drain Lines Roof Gutters/Downspout	Significant as water intrusion within structures are conductive for relocation of services, disruption of services and environment for mold propagation.
Exterior Finish Inspection	Daily Weekly Monthly	Visually inspect for superficial deficiencies, document for follow up Inspect for water intrusion points Inspect exterior finish to glazing joints Inspect for building sag or compaction issues.	Various Building Construction Materials	Significant to ensure rudimentary building observation over time for structural issues and address aesthetic enhancements.
Exterior Door / Gate Operation and Maintenance / Window Inspection	Monthly	Inspect for proper ADA function and compliance Ensure weather integrity Ensure for proper operation/security Inspect all mechanical components Lubricate as needed and verify safety control devices.	Door Hardware / System Entry Points Glazing Systems Gate Systems	Critical to ensure proper ADA accessibility and compliance. Security of premises and integrity of devices against water intrusion.

FM BUILDING MAINTENANCE SERVICE STANDARD

<p>Knox-Box Inspection / Flag Inspection / Building Signage</p>	<p>Daily Weekly Monthly</p>	<p>Ensure proper key is contained in knox-box. Ensure flag is in good condition per flag etiquette. Ensure hardware is functioning properly Ensure building signage is in appropriate condition, updated.</p>	<p>Know container Flagpole and devices Building Signage</p>	<p>Significant to ensure first responders have access to facility. Along with proper stewardship of State/Federal flags.</p>
<p>Facility Hardscape / Landscape / Grounds</p>	<p>Frequencies</p>	<p>Service Requirements</p>	<p>Specific Components</p>	<p>Comments</p>
<p>Perform grounds landscaping and debris removal</p>	<p>Daily Weekly Monthly</p>	<p>Ensure grounds are reasonably free of trash and debris Trees are maintained by arborist and do not pose a safety risk Shrubs and lawns are properly cared Irrigation methods are in line with local and State Water Control Board</p>	<p>Plants, Trees, Shrubs, Irrigation Systems</p>	<p>Significant to display county facilities in an aesthetically appropriate manner. To facilitate and sustain water wise environment for the community</p>

FM BUILDING MAINTENANCE SERVICE STANDARD

Inspect / Clean / Storm Drains and Gutters	Monthly Annually	Inspect and clean Storm drains, curbs and gutters. Dispose of debris appropriately. Ensure grates are positioned correctly	Storm Drains Curb and Gutter Systems	Significant to ensure proper drainage of water runoff, mitigate flooding and per compliance of Water Quality Management Plans
Inspect condition of curb painting	Monthly	Inspect curb for proper and reasonable painting (Fire Lane etc.) Inspect painting within parking structure Develop plan to rectify any deficiencies	Curb and Gutter	Proper painting is required for code compliance and adds an aesthetic component to any given facility.
Facility Regulatory Compliance	Frequencies	Service Requirements	Specific Components	Comments
Water Quality Management Plan (WQMP / BMP) Inspections & Management	Monthly Quarterly Annually	Perform inspections per WQMP guidelines. Document and report findings. Develop plan to rectify deficiencies. Record all activities.	Retention Basins Curb and Gutter Gravel Lots	Significant for compliance of applicable regulatory agencies

FM BUILDING MAINTENANCE SERVICE STANDARD

Department of Environmental Health (DEH) / Hazardous Materials Building Plan - Training Documentation	Monthly Annually	Perform Training per shop/region to ensure understanding and implementation. Document accordingly	Training Documents	Significant for compliance of applicable regulatory agencies
Spill Prevention Control and Countermeasure-Training / On-site Materials / Documentation	Monthly Annually	Perform Training per shop/region to ensure understanding and implementation. Document accordingly	Training Documents	Significant for compliance of applicable regulatory agencies
Parking Lot Cleaning and Inspection	Quarterly Annually	Clean lot accordingly per WQMP plan. Document accordingly	Structure / Lot	Significant for compliance of applicable regulatory agencies
Boiler source Testing (SCAQMD)	Annually	Utilize certified vendor to test, analyze, document and record per regulatory agencies	Boiler Unit and Gas Assembly Combustion/Flue Assembly Control and Safety Assemblies	Significant for compliance of applicable regulatory agencies
Chiller Leak Testing (SCAQMD / EPA)	Annually	Utilize certified vendor to test, analyze, leak test, document and record per regulatory agencies	Chiller Compressors and Units All refrigeration devices and or circuits containing 50# or more	Significant for compliance of applicable regulatory agencies

FM BUILDING MAINTENANCE SERVICE STANDARD

Condenser Tube Bundle Inspection and Cleaning	Semi-Annual Annually	Inspect and clean heat exchangers and tube bundles. Record and photograph condition of inspection and cleaning	Water cooled and Air-cooled chillers	Significant to ensure reliable operation and ability to perform as needed. Energy efficiency component due to efficient heat transfer areas.
Fire Extinguisher Testing and Certification	Monthly Annually	Inspect and recharge all fire extinguishers via certified vendor. Document and Record	Fire Extinguishers	Per NFPA regulatory compliance and Fire Life Safety best practices
Generator Full-Load Testing	Monthly Quarterly Annually	Perform certified Level 1 and Level 2 testing per facility mandate via vendor.	Generator Units	Per NFPA regulatory compliance and Fire Life Safety best practices.

EXHIBIT "C"
FM LEVEL OF CLEANING STANDARDS

I. GENERAL HOUSEKEEPING, PRIVATE OFFICES, LOBBIES AND LOUNGES	DAILY	EVERY OTHER DAY	WEEKLY	MONTHLY	QUARTERLY	SEMI-ANNUAL Form 5 (SPECIAL REQUEST, EXTRA COST)	ANNUAL Form 5 (SPECIAL REQUEST, EXTRA COST)
1. Empty wastebaskets	X						
2. Clean and service cigarette urns, sweep entrances	X						
3. Dust furniture as needed in first impressions areas			X				
4. Clean and sanitize drinking fountains	X						
5. Spot clean reception lobby glass, including front door	X						
6. Low dust horizontal surfaces, including sills, ledges, molding, and shelves				X			
7. Clean counter tops	X						
8. Remove dust and cobwebs from ceiling areas				X			
9. Wash wastebaskets as needed			X				
10. Spot clean wall surfaces					X		
11. Clean entire wall surfaces							X
II. FLOORS AND CARPET							
1. Spot vacuum	X						
2. Detail vacuum				X			
3. Inspect for minor spots and remove	X						
4. Deep restoration extraction						X	
III. FLOORS, RESILIENT AND HARD SURFACES							
1. Dust mop	X						
2. Spot mop	X						
3. Damp mop	X						
4. High speed burnishing (resilient tile)				X			
5. Strip and refinish resilient tile with 3 coats of sealer and 5 coats of finish							X
6. Clean and polish baseboards							X
7. Hard tile (machine scrub)						X	

EXHIBIT "C"
FM LEVEL OF CLEANING STANDARDS

IV. WASHROOMS, EMPLOYEE & PUBLIC LOUNGES	DAILY	EVERY OTHER DAY	WEEKLY	MONTHLY	QUARTERLY	SEMI- ANNUAL Form 5 (SPECIAL REQUEST, EXTRA COST)	ANNUAL Form 5 (SPECIAL REQUEST, EXTRA COST)
1. Clean, sanitize and polish porcelain fixtures including sinks, toilet, urinals, and showers	X						
2. Clean and sanitize all flush rings, drain and over-flow outlets	X						
3. Clean and polish all chrome fittings	X						
4. Clean and sanitize toilet seats	X						
5. Clean and polish mirrors	X						
6. Empty all containers and disposal units, insert liners	X						
7. Clean and sanitize exterior of all containers	X						
8. Dust metal partitions				X			
9. Dust/clean lounge furniture				X			
10. Remove spots, stains, splashes from wall area adjustments	X						
11. Remove fingerprints from doors, frames, light switches, handles, push plates, etc.	X						
12. Refill all dispensers to normal limits- soaps, tissue, paper towels and seat covers	X						
13. Low dust horizontal surfaces including sills, molding, ledges, shelves, etc.				X			
14. Spot clean metal partitions	X						
15. Wash and sanitize metal partitions				X			
16. High dust horizontal surfaces including ledges, shelves, pipes and vents						X	
17. Dust diffuser outlets in ceiling				X			
18. Sweep and clean debris from floors	X						
19. Damp mop all floor surfaces	X						
20. Machine scrub restroom					X		

EXHIBIT "C"
FM LEVEL OF CLEANING STANDARDS

V. REGULAR SERVICES EXTERIOR WINDOWS	DAILY	EVERY OTHER DAY	WEEKLY	MONTHLY	QUARTERLY	SEMI- ANNUAL Form 5 (SPECIAL REQUEST, EXTRA COST)	ANNUAL Form 5 (SPECIAL REQUEST, EXTRA COST)
1. Clean exterior							X
2. Clean interior							X
VI. ELEVATORS							
1. Clean/polish interior surfaces	X						
2. Clean/polish exterior door	X						
3. Sweep, damp mop and/or vacuum floor surface	X						
4. Clean elevator tracks as needed			X				
VII. ENTRANCES							
1. Sweep walkways	X						
2. Clean glass/doors	X						
3. Sweep patio, side, or rear doors	X						
VIII. PARKING							
1. Empty trash receptacles	X						
2. Sweep/clean lot							X
IX. PARKING STRUCTURE							
1. Empty trash receptacles	X						
2. Sweep/clean structure							X
3. Clean Elevators	X						
4. Clean stairwells							X
X. MISCELLANEOUS							
5. Sweep emergency stairwells			X				
6. Mop emergency stairwells				X			
3. Empty trash from exterior break/picnic areas	X						
4. Wipe down exterior furniture		X					
5. Sweep and clean smoking areas and ash cans	X						
6. Empty recycle bins	X						
7. Dusting interior plants							X

Care-A-Van, Inc. Lease Aerial

749 State Street, Hemet, CA 92543



Legend

- County Boundary
- City Boundaries
- Parcels, County
- County Centerline Names
- Blueline Streams



IMPORTANT Maps and data are to be used for reference purposes only. Map features are approximate, and are not necessarily accurate to surveying or engineering standards. The County of Riverside makes no warranty or guarantee as to the content (the source is often third party), accuracy, timeliness, or completeness of any of the data provided, and assumes no legal responsibility for the information contained on this map. Any use of this product with respect to accuracy and precision shall be the sole responsibility of the user.

0 202 404 Feet

REPORT PRINTED ON... 3/15/2024 12:56:53 PM

© Riverside County GIS

Notes

District 5
Blue dot indicates location of Lease
APN 439-060-025