

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



ITEM: 3.20
(ID # 24597)

MEETING DATE:

Tuesday, June 11, 2024

FROM : FACILITIES MANAGEMENT

SUBJECT: FACILITIES MANAGEMENT - REAL ESTATE (FM-RE): Ratification and Approval of the Revenue Lease with RLM Wealth Group, Inc., Riverside, Five-Year Lease, California Environmental Quality Act (CEQA) Exempt, pursuant to State CEQA Guidelines Sections 15301 and 15061(b)(3); District 1. [\$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 RLM Wealth Group, Inc., a California corporation, 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 the State Clearinghouse within five (5) working days of approval by the Board.

ACTION:


Vincent Yzaguirre

5/9/2024


Rose Salgado, Director of Facilities Management

5/10/2024

MINUTES OF THE BOARD OF SUPERVISORS

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

Ayes: Jeffries, Spiegel, Washington and Gutierrez
Nays: None
Absent: Perez
Date: June 11, 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 to 28/29	

C.E.O. RECOMMENDATION: Approve

BACKGROUND:

Summary

Riverside Centre is a County-owned facility located at 3403 Tenth Street, Riverside and is occupied by both County departments and private sector tenants. RLM Wealth Group, Inc. (RLM Wealth), a California Corporation, has occupied Riverside Centre since 2014 and offers wealth management and retirement planning solutions to area residents. Facilities Management Real Estate (FM-RE) has negotiated a new lease for a total occupancy of 1,294 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 Lease, is the letting of property where no expansion of an existing use will occur.

FM-RE reached out to the California Department of Housing and Community Development (HCD), which opined that the subject property is not a disposition of surplus land as defined by the Surplus Land Act (SLA) and is therefore not subject to the SLA, as set forth in the attached email.

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: RLM Wealth Group, Inc.

Premises: Riverside Centre
3403 Tenth Street
Suite 820
Riverside, CA 92501

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STATE OF CALIFORNIA**

Size: 1,294 square feet

Term: Five years, commencing June 1, 2024, and terminating May 31, 2029.

Revenue
Rent: \$2.75 per square foot
\$3,558.50 per month
\$42,702.00 per year

Rent Increases: Three percent (3%) annually commencing June 1, 2025.

Parking: Up to but not exceeding three (3) parking stalls at \$65.00 per space, per month. One (1) of the allotted stalls will be a reserved space at an additional \$500.00 per year. Up to two (2) unreserved spaces may be converted to reserved spaces for an additional \$500.00 annual fee per space.

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

This lease will have a positive economic impact on the community and allows the County to offset operational costs and operate efficiently within this facility.

ATTACHMENTS:

- Revenue Lease
- Notice of Exemption
- Aerial
- HCD Correspondence

AG:il/RV564/03262024/40.052



Veronica Santillan, Principal Management Analyst

6/6/2024


Aaron Gettis, Chief of Deputy County Counsel

5/30/2024

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

FILED / POSTED		
County of Riverside		
Peter Aldana		
Assessor-County Clerk-Recorder		
E-202400640		
06/12/2024 08:00 AM Fee: \$ 50.00		
Page 1 of 2		
Removed:	By:	Deputy
		

NOTICE OF EXEMPTION

May 13, 2024

Project Name: Approval of Five-Year Revenue Lease Amendment with RLM Wealth Group, Inc. at the Riverside Centre, Riverside

Project Number: FM047611056400

Project Location: 3403 Tenth Street, Suite 820, west of Lime Street, Riverside, California 92501, Assessor's Parcel Number (APN): 215-120-005

Description of Project: Riverside Centre is a 147,565 square foot County-owned office building complex located at 3403 Tenth Street, Riverside that is occupied by both County departments and private sector organizations. RLM Wealth Group, Inc. (RLM Wealth), a California Corporation, has occupied Riverside Centre since 201 and offers wealth management and retirement planning solutions to area residents. RLM Wealth and Facilities Management Real Estate (FM-RE) have negotiated a new revenue lease under new terms for a total occupancy of 1,294 square feet (Revenue Lease).

The Revenue Lease Amendment with RLM Wealth Group, Inc. commences on June 1, 2024 and includes one, three-year option to extend. The Revenue Lease Amendment with RLM Wealth Group, Inc. 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 Amendment, which will result in the continued use of office space at the Riverside Centre, 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: 5-13-2024
Mike Sullivan,
County of Riverside, Facilities Management

REVENUE LEASE

County of Riverside and
RLM Wealth Group, Inc.,
3403 10th Street, Suite 820, Riverside, California

This Revenue Lease ("Lease") is entered into as of June 11, 2024 by and between The **COUNTY OF RIVERSIDE**, a political subdivision of the State of California, herein called "Lessor" or "County," leases to **RLM WEALTH GROUP, INC.**, a California corporation, herein called "Lessee."

RECITALS

WHEREAS, COUNTY is the building authority for the facility located at 3403 10th Street, Riverside, California 92501; and

WHEREAS, Lessee has been allocated and occupies a total of 1,294 square feet of space since 2014; and

WHEREAS, Lessee hereby leases from COUNTY, the premises (as defined below), upon all terms and conditions set forth in this Lease.

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

1. **Description.** The premises leased hereby consist of approximately 1,294 square feet located at 3403 10th Street, Suite 820, Riverside, California, as more particularly shown on Exhibit "A," attached hereto and by this reference made a part of this Lease (the "Premises").

2. **Use of Premises.**

2.1 **Permitted Use.** The Premises are leased hereby for the purpose of providing office space and wealth management services.

2.2 **Restrictions on Use.** The Premises shall not be used for any other purpose without first obtaining the written consent of County, which consent shall not be unreasonably withheld.

2.3 Exclusive Use. Lessee shall have the exclusive use of the Premises.

2.4 Rules and Regulations. Tenant shall comply with the Rules and Regulations attached hereto as Exhibit D and incorporated herein, and all reasonable, non-discriminatory modifications or additions thereto and shall use commercially reasonable and diligent efforts to cause Tenant's affiliates and others who use or access any portion of the facility with Tenant's express or implied permission to also comply with the Rules and Regulations. Any additions or modifications to the Rules and Regulations shall be binding on Tenant when delivered to Tenant. County shall not incur any liabilities to Tenant or Tenant's affiliates arising from or in connection with the nonperformance of any of the Rules and Regulations by any other tenants or occupants of the facility.

3. Term. This Lease shall be for a period of five (5) years, effective June 1, 2024, and terminating May 31, 2029.

4. Options to Extend. Lessee shall have one (1) three (3) year option to extend the term ("Option"). The Option shall be exercised upon Lessee providing County ninety (90) day written notice prior to the expiration of the Term. Option rent to follow regular annual increase set forth in Section 5.

4. Rent. Lessee shall pay the sum of Three Thousand Five Hundred Fifty-Eight Dollars and Fifty Cents (\$3,558.50) per month to County as rent for the Premises, payable, in advance, on the first day of the month.

5. Rent Adjustment. The monthly rent shall be increased annually on the anniversary date of this Lease by an amount equal to three percent (3%) of the then-current monthly rent rate, including any extended and Option terms.

6. Security Deposit. Lessee has a current security deposit on file in the amount of Two Thousand Seven Hundred Seventeen Dollars and Forty Cents (\$2,717.40).

7. Parking. County shall provide Lessee up to but not exceeding three (3) parking stalls at \$65.00 per space, per month. One (1) of the allotted stalls will be a reserved space at an additional \$500.00 per year. Up to two (2) unreserved spaces

may be converted to reserved spaces for an additional \$500.00 annual fee per space. County in its sole discretion will allocate parking in the structure. Parking rates subject to prevailing adjustments as approved by the Riverside County Board of Supervisors. All parking is subject to the terms and conditions set forth on Exhibit E (Parking Structure Regulations), attached hereto and incorporated herein.

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

9. On-Site Improvements by Lessee.

(a) Any alterations, improvements or installation of fixtures to be undertaken by Lessee shall have the prior written consent of County after Lessee has submitted proposed plans for such alterations, improvements or fixtures to County in writing.

(b) All alterations and improvements to be made, and fixtures installed, or caused to be made and installed by Lessee shall become the property of the County with the exception of trade fixtures as such term is used in section 1019 of the California Civil Code. At or prior to the expiration of this Lease, Lessee may remove such trade fixtures; provided, however, that such removal does not cause injury or damage to the Premises, or in the event it does, Lessee shall restore the premises to their original shape and condition as nearly as practicable. In the event such trade fixtures are not removed, County may, at its election, either: (1) remove and store such fixtures and restore the premises for the account of Lessee, and in such event, Lessee shall within thirty (30) days after billing and accounting therefore reimburse County for the costs so incurred, or (2) take and hold such fixtures as its sole property.

10. Signs. Lessee shall not erect, maintain or display any signs or other forms of advertising upon the Premises without first obtaining the written approval of County, which approval shall not be unreasonably withheld.

11. **Information Technology.** Lessee shall provide, at its sole cost and expense, all information technology and office equipment, including, but not limited to, copiers, fax machines, computers, telephone, and data equipment, and pay all related recurring charges for the operation of the same.

12. **Utilities.** County shall provide and pay for all utilities.

13. **Maintenance/Custodial/Utilities.** County shall provide interior/exterior reoccurring maintenance, custodial services, and utilities. Maintenance will be provided as per Exhibit "B", FM Building Maintenance Service Standard, attached hereto and by this reference made a part of this Lease. Custodial services will be provided as per Exhibit "C," FM Level of Cleaning Standards, attached hereto and by this reference made a part of this Lease. All other needs and requests or special requests for Maintenance and or Custodial Services will be provided as per a "Facilities Management Form 5" request from the Lessee. Lessee will be responsible for paying for any and all necessary and additional/special requests for maintenance and custodial services.

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

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

15. **Quiet Enjoyment.** Lessee shall have, hold, and quietly enjoy the use of the Premises so long as it shall fully and faithfully perform the terms and conditions that it is required to do under this Lease.

16. **Compliance with Government Regulations.** Lessee shall, at Lessee's sole cost and expense, comply with the requirements of all local, state, and federal statutes, regulations, rules, ordinances and orders now in force or which may be hereafter in force, pertaining to the Premises. The final judgment, decree, or order of any court of competent jurisdiction, or the admission of Lessee in any action or proceedings against Lessee, whether Lessee be a party thereto or not, that Lessee has violated any such statutes, regulations, rules, ordinances, or orders, in the use of the Premises, shall be conclusive of that fact as between County and Lessee.

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

18. **Nondiscrimination.** Lessee herein covenants by and for themselves, their heirs, executors, administrator, and assigns, and all persons claiming under or through them, that this Lease is made and accepted upon and subject to the following

conditions: That there shall be no discrimination or segregation of any person or group of persons on account of any basis listed in section 12955 of the Government Code, and also defined in sections 12926 and 12926.1 in the leasing, subleasing, transferring, use, occupancy, tenure or enjoyment of the Premises herein leased, nor shall the Lessee themselves, or any persons claiming under or through them, establish or permit any such practice or practices of discrimination or segregation with reference to the selection, location, number, use or occupancy of tenants, lessees, subtenants, subleases or vendees in the Premises herein conveyed. The foregoing covenants shall run with the land.

19. Default.

(a) Lessee shall be in default if the Premises is used for any purpose other than that authorized in the Lease, fails to maintain the Premises or the improvements in the manner provided for in the Lease, fails to pay any installment of rent or other sum when due as provided for in the Lease, fails to comply with or perform any other covenant, condition, provision or restriction provided for in the Lease, abandons the Premises, allows the Premises to be attached, levied upon, or seized under legal process; or, if the Lessee files or commits an act of bankruptcy, has a receiver or liquidator appointed to take possession of the Premises, or commits or permits waste on the Premises (collectively referred to as a "Default"), then the Lessee shall be deemed in default under the terms of the Lease.

(b) In case of Default, County shall provide a thirty (30) day written notice to Lessee to remedy any and all defaults. Upon the failure of Lessee to promptly remedy such Default, County shall have the right to terminate this Lease and retake possession of the Premises together with all additions, alterations, and improvements thereto. County shall also retain all rights to seek any and all remedies at law or in equity.

20. Termination by County. County shall have the right to terminate this Lease forthwith:

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

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

(c) In the event of abandonment of the Premises by Lessee.

(d) In the event Lessee fails or refuses to perform, keep, or observe any of Lessee's duties or obligations hereunder; provided, however, that Lessee shall have thirty (30) days in which to correct Lessee's breach or default after written notice thereof has been served on Lessee by County.

(e) In the event any, or all of Lessee's license(s) with the State of California to provide the services set forth in Section 2 herein is/are terminated or expires.

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

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

(a) Workers' Compensation:

If the Lessee has employees as defined by the State of California, the Lessee shall maintain statutory Workers' Compensation Insurance (Coverage A) as prescribed by the laws of the State of California. Policy shall include Employers' Liability (Coverage B) including Occupational Disease with limits not less than \$1,000,000 per person per accident. The policy shall be endorsed to waive subrogation in favor of The County of Riverside. Policy shall name the County as Additional Insureds.

(b) Commercial General Liability:

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

(c) Vehicle Liability:

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

(d) Waiver of Subrogation:

Lessee hereby grants to the County a waiver of subrogation which any insurer may acquire against the County, its officers, officials, employees, and volunteers from Lessee by virtue of the payment of any loss. Lessee agrees to obtain any endorsement that may be necessary to affect this waiver of subrogation, but this provision applies

regardless of whether or not the County has received a waiver of subrogation endorsement from the insurer. If such insurance contains a general aggregate limit, it shall apply separately to this Lease or be not less than two (2) times the occurrence limit. Policy shall name the County as Additional Insureds.

(e) General Insurance Provisions – All lines:

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

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

3) Lessee shall cause Lessee's insurance carrier(s) to furnish the County of Riverside with either 1) a properly executed original Certificate(s) of Insurance and certified original copies of Endorsements effecting coverage as required herein, and 2) if requested to do so orally or in writing by the County Risk Manager, provide original Certified copies of policies including all Endorsements and all attachments thereto, showing such insurance is in full force and effect. Further, said Certificate(s) and policies of insurance shall contain the covenant of the insurance carrier(s) that a minimum of thirty (30) days' written notice shall be given to the County of Riverside prior to any material modification, cancellation, expiration or reduction in

coverage of such insurance. If Lessee insurance carrier(s) policies do not meet the minimum notice requirement found herein, Lessee shall cause Lessee's insurance carrier(s) to furnish a 30-day Notice of Cancellation Endorsement.

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

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

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

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

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

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

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

Lessee shall indemnify and hold harmless the County of Riverside, its Agencies, Districts, Special Districts, and Departments, their respective directors, its officers, Board of Supervisors, agents, employees, elected or appointed officials, agents or representatives and independent contractors (individually and collectively hereinafter referred to as "Indemnitees") free and harmless from any liability whatsoever, based or asserted upon any act or omission of Lessee, its officers, agents, employees, subcontractors, and independent contractors for property damage, bodily injury, death or any other element of damage of any kind or nature relating to or in any way connected with or arising from Lessee's use, occupancy or operation of the Property.

Lessee, shall defend, at its expense, including attorneys' fees, Indemnitees in any legal action based upon such alleged acts or omissions. With respect to any action or claim subject to indemnification herein by Lessee, Lessee shall, at their sole cost, have the right to use counsel of their own choice and shall have the right to adjust, settle, or compromise any such action or claim without the prior consent of County;

provided, however, that any such adjustment, settlement or compromise in no manner whatsoever limits or circumscribes Lessee's indemnification to Indemnitees as set forth herein. Lessee's obligation hereunder shall be satisfied when Lessee has provided to County the appropriate form of dismissal relieving County from any liability for the action or claim involved. The specified insurance limits required in this Lease shall in no way limit or circumscribe Lessee obligations to indemnify and hold harmless the Indemnitees herein from third party claims.

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

25. Toxic Materials. During the term of the Lease and any extensions thereof, Lessee shall not violate any federal, state, or local law, ordinance or regulation, relating to industrial hygiene or to the environmental condition on, under or about the Premises, including, but not limited to, soil and groundwater conditions. Further, Lessee, its successors, assigns and sub lessees, shall not use, generate, manufacture, produce, store or dispose of on, under or about the Premises or transport to or from the Premises any flammable explosives, asbestos, radioactive materials, hazardous wastes, toxic substances or related injurious materials, whether injurious by themselves or in combination with other materials (collectively, "hazardous substances", "hazardous materials" or "toxic substances") in the Comprehensive Environmental Response, Compensation and Liability Act of 1980, as amended, 42 U.S.C. Section 9601, et seq; the Hazardous Materials Transportation Act, 49 U.S.C. Section 5101, et seq; the Resource Conservation and Recovery Act, 42 U.S.C. Section 6901, et seq; and those substances defined as "Hazardous Wastes" in Section 25117

of the California Health and Safety Code or as "Hazardous Substances" in Section 78075 of the California Health and Safety Code; and in the regulations adopted in publications promulgated pursuant to said laws.

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

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

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

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

30. Severability. The invalidity of any provision in this Lease as determined by a court of competent jurisdiction shall in no way affect the validity of any other provision hereof.

31. **Governing Law and Venue.** This Lease shall be construed in accordance with the laws of the State of California. Any action at law or in equity brought by either of the parties hereto for the purpose of enforcing a right or rights provided for by this Lease shall be tried in a court of competent jurisdiction in the County of Riverside, State of California, and the parties hereby waive all provisions of law providing for a change of venue in such proceedings to any other county.

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

County:

County of Riverside
Facilities Management Department
Real Estate Division
3450 Fourteenth Street, Suite 200
Riverside, California 92501
Attn: Deputy Director of Real Estate
(951) 955-4820

Lessee:

RLM Wealth Group, Inc.
3403 10th Street, Suite 820
Riverside, California 92501
(951)782-0276

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

33. **Amendments.** This Lease shall not be modified unless mutually agreed upon in writing by the County and the Lessee and shall be incorporated in executed amendments to this Lease.

34. **No Third-Party Beneficiaries.** This lease is made and entered into for the sole protection and benefit of the parties hereto. No other person or entity shall have any right of action based upon the provisions of this Lease.

35. **Permits, Licenses and Taxes.** Lessee shall secure and maintain, at its expense, all necessary permits and licenses as it may be required to obtain and/or hold, and Lessee shall pay for all fees and taxes levied or required by any authorized public entity. Lessee recognizes and understands that this Lease may create a

possessory interest subject to property taxation and that Lessee may be subject to the payment of property taxes levied on such interest.

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

37. **County's Representative.** County hereby appoints the Director of Facilities Management as its authorized representative to administer this Lease.

38. **Agent for Service of Process.** It is expressly understood and agreed that in the event Lessee is not a resident of the State of California or it is an association or partnership without a member or partner resident of the State of California, or it is a foreign corporation, then in any such event, Lessee shall file with the Director of Facilities Management, upon its execution hereof, a designation of a natural person residing in the State of California, giving his or her name, residence and business addresses, as its agent for the purpose of services of process in any court action arising out of or based upon this Lease, and the delivery to such agent of a copy of any process in any such action shall constitute valid service upon Lessee. It is further expressly understood and agreed that if for any reason service of such process upon such agent is not feasible, then, in such event, Lessee may be personally served with such process out of this County and that such service shall constitute valid service upon Lessee. It is further expressly understood and agreed that Lessee is amenable to the process so served, submits to the jurisdiction of the court so obtained and waives any and all objections and protests thereto.

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

40. **Authority to Execute.** The persons executing this Lease on behalf of the parties to this Lease hereby warrant and represent that they have the authority to execute this Lease and warrant and represent that they have the authority to bind the respective parties to this Lease and to the performance of its obligations hereunder.


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

(SIGNATURE ON NEXT PAGE)

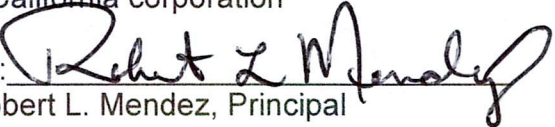
IN WITNESS WHEREOF, this Lease is hereby agreed to by COUNTY and RLM WEALTH GROUP, INC.

Dated: June 11, 2024

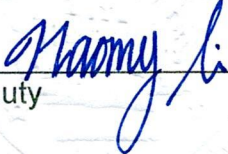
COUNTY OF RIVERSIDE, a political subdivision of the State of California

By: 
Chuck Washington, Chair
Board of Supervisors

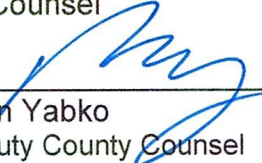
LESSEE:
RLM WEALTH GROUP, INC.,
a California corporation

By: 
Robert L. Mendez, Principal

ATTEST:
Kimberly A. Rector
Clerk of the Board

By: 
Deputy

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

By: 
Ryan Yabko
Deputy County Counsel

AG:il/RV564/03262024/40.052



Prepared
by
SPACE
MANAGEMENT

RV1044
Riverside Centre
3403 10th St, Riverside, CA

SHEET TITLE:
Suite 820
Exhibit A

REVISIONS

NO.	DESCRIPTION

FILE: RV1044_Bldg_FLR_Suite_820.dwg
PROJECT NO. SHEET
DRAWN BY:
DATE: 3/14/2024
SCALE: N/A
SP-8

Exhibit A

Suite 820

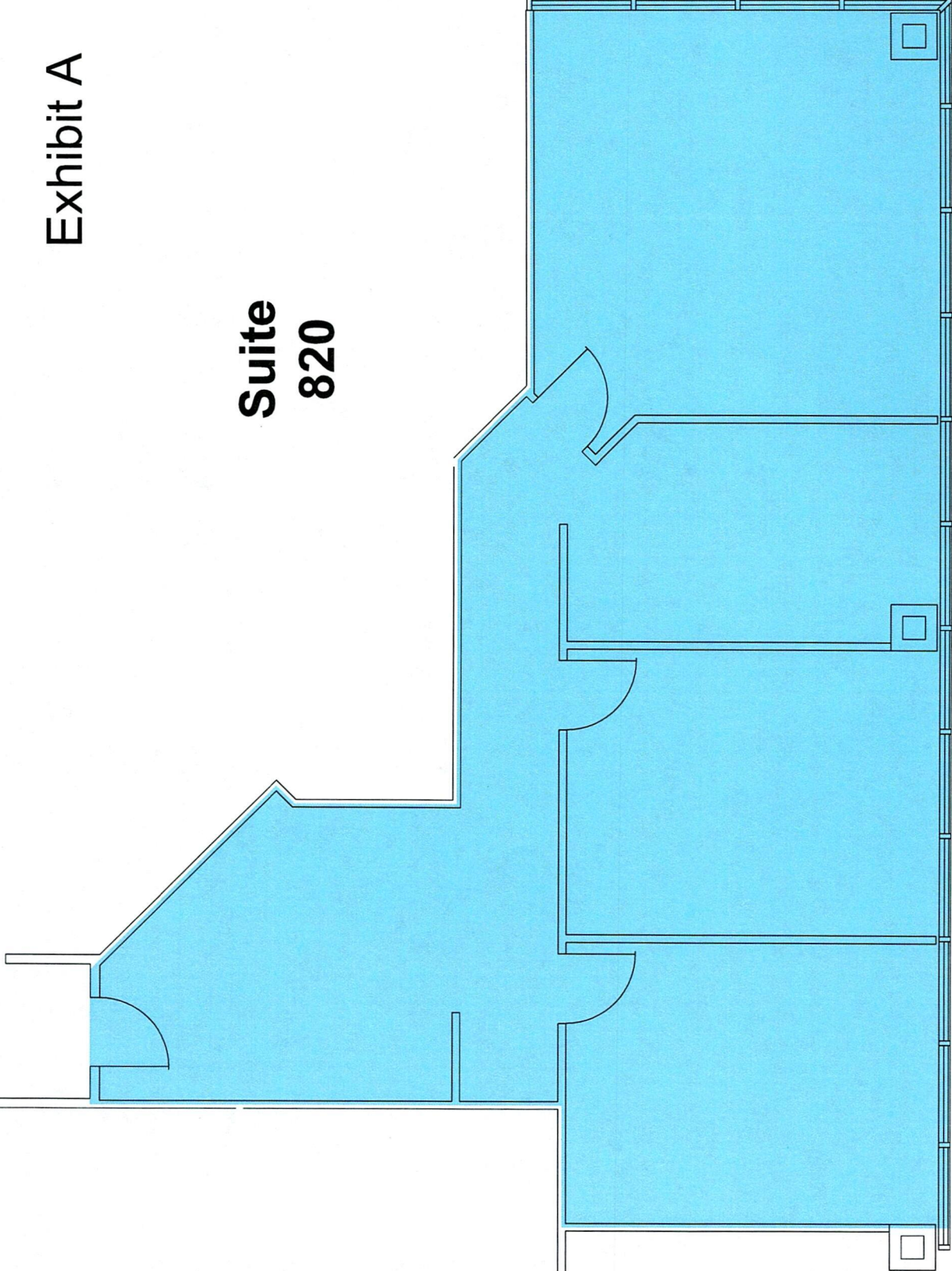


EXHIBIT B

RULES AND REGULATIONS OF PROJECT
WHICH CONSTITUTE A PART OF THE LEASE

- (a) Tenant and Tenant's employees shall not loiter in the entrance or corridors, or in any way obstruct the sidewalks, entry passages, halls or stairways, and shall use the same only as passageways and means of passage to and from their respective offices.
- (b) The sash doors, sashes, windows, glass doors, lights and skylights that reflect or admit light into the halls or other places of the Project shall not be covered or obstructed by Tenant and doors leading into the corridors shall not be left open by Tenant. The expense of any breakage, stoppage or damage resulting from a violation of this rule shall be borne by Tenant.
- (c) The water closets and urinals shall not be used for any purposes other than those for which they were constructed, and no rubbish, newspapers or other substances of any kind shall be thrown into them. The expense of any breakage, stoppage or damage resulting from a violation of this rule shall be borne by Tenant.
- (d) Tenant shall not mark, drive nails, screw or drill into, paint or in any way deface the walls, ceilings, partitions, floors, wood, stone or iron work. All maps or pictures placed on the walls of any of the rooms must be so attached as to create minimum damage. The expense of any breakage, stoppage or damage resulting from a violation of this rule shall be borne by Tenant.
- (e) No awning, shade, sign, advertisement or notice shall be inscribed, painted or affixed, on or to any part of the outside or inside of the building, except by the prior written consent of the County and unless it be of such color, size and style and in such place upon or in the Project as may be designated by County. If Tenant desires window coverings, the same must be of such uniform shape, color, material and make as may be prescribed by County and must be put up in the manner as directed by County and paid for by Tenant.
- (f) Electric wiring of every kind shall be introduced and connected by County and no boring or cutting the wires shall be allowed except with the prior written consent of County. Tenant shall pay for any damage incurred.
- (g) Tenant shall not use or install any machinery in the Premises which may cause any noise, jar or tremor the walls, or which by its weight might injure the floors of the Project.
- (h) County may limit the weight, size and position of all safes used in the Project and such safes shall in all cases stand on wood or metal of such size as shall be designated by County. All damages done to the Project by putting in, taking out, or maintaining a safe shall be repaired at the expense of Tenant.
- (i) Heat and air conditioning will be provided from 6:00 a.m. until 6:00 p.m., Monday through Friday and from 8:00 a.m. until 1:00 p.m. Saturdays (holidays excepted) whenever such heat or air conditioning shall, in County's judgment, be required for the comfortable occupation of said Project, but County shall not be liable in any manner to Tenant or to Tenant's agents or employees or licensees for any violations hereof.

- (j) Tenant and Tenant's officers, agents, and employees shall neither whistle, sing, nor play musical instruments or radio, nor make nor permit any improper noise in the building or interfere with any other tenants or those having business with them. Radio music that is audible only within the Premises is permitted.
- (k) Tenant must not bring on to the Project any vehicle, bicycle, scooter, or like item.
- (l) Except for service animals and approved support animals for persons with disabilities, no pets are allowed (even temporarily) anywhere in or about the Project without the prior written authorization of the County.
- (m) Tenant must observe strict care not to leave windows open and for any default or carelessness, Tenant shall make good all injuries sustained by other tenants and County.
- (n) No machinery of any kind (as opposed to the usual and customary office equipment such as copying machines and personal computers) which is so heavy or noisy that it may result in damage to the Premises, Project or property or to the quiet enjoyment of the same by other tenants, will be allowed in the Project without the prior written consent of the County.
- (o) Furniture, freight or equipment may only be moved into, within and out of the Project with the prior written consent and under the supervision of County. Any damage to the Project from such moving will be paid by the Tenant, and County shall not be responsible for the loss of, or damage to, such furniture, freight or equipment from any cause.
- (p) Employees of county shall not perform any work nor do anything outside of their regular duties unless under special instruction from the County, and no employee of the County shall admit any person (tenant or otherwise) to any office without specific instructions from County. Nothing herein or in any of these rules shall create any obligation on the part of County nor specifically provided in the foregoing lease.
- (q) All keys shall be obtained from Premises and all keys shall be returned to County upon the termination of this Lease. Tenant shall not change the locks or install other locking devices on the doors without prior written consent of County.
- (r) It is understood and agreed between County and Tenant that no assent or consent to any waiver of any party hereof by County in spirit or in letter shall be deemed or taken is made except the same is done in writing and attached to or endorsed hereon by County.
- (s) Use of the Premises before 6:00 a.m. or after 6:00 p.m. or at any time during Saturdays, Sundays and legal holidays, shall be subject to such rules and requirements as County may from time to time prescribe.
- (t) The bulletin board or directory of the Project will be provided exclusively for the display of the name and location of Tenants only and County reserves the right to exclude all other names therefrom.
- (u) No person shall be employed by Tenant to do janitorial work in any part of said Project without the prior written consent of County.
- (v) County reserves the right to exclude or expel from the Project any person who, in sole judgment of County is intoxicated or under the influence of alcohol or illegal drugs or who shall, in any manner, perform any act in violation of the rules and regulations of said Project.
- (w) County reserves the right to close and keep locked all entrances and exit doors of the Project or doors closing the stairways or elevators thereof; and to regulate access of all

persons to the halls and corridors thereof during such after-business hours as County may deem to be advisable for the adequate protection of the Project.

- (x) County reserves the right at any time to change or rescind any one or more of these rules or regulations or to make such other and further reasonable rules and regulations as in County's sole judgment may from time to time be necessary for the management, safety, care and cleanliness of the Project and/or Premises, and of the preservation of good order therein as well as for the convenience of other occupants and tenants herein. County shall not be responsible to Tenant herein or to any other person for the non-observance or violation of the rules and/or regulations by any other tenant or person. Tenant shall be deemed to have read these rules and to have agreed to abide by them as a condition to his occupancy of the space herein leased.
- (y) Tenant at all times agrees to abide by any additional rules or regulations which are ordered or required by any governmental or military authority.

EXHIBIT C

PARKING GARAGE RULES AND REGULATIONS

WHICH CONSTITUTE A PART OF THE LEASE

In addition to all other provisions of the Lease, Tenant's parking rights and obligations shall be subject the following terms and conditions.

1. Visitor Parking. So long as this Lease is in effect, Tenants' visitors and guests shall be entitled to use those specific parking areas which are designated for short-term visitor parking and which are located within the surface parking area(s), if any, and/or within the parking structure(s) which serve the Project. Visitor parking shall be made available at a charge established by County in its discretion from time to time. Tenant, at its sole cost and expense, may elect to validate such parking for its visitors and guests. All such visitor parking shall be on a non-exclusive, in-common basis with all other visitors and guests of the Project.
2. Tenant Parking. As consideration for use of the unreserved and reserved parking spaces specified in Section 2.10 of the Lease, Tenant shall pay to County, as additional rent under the Lease, the parking rate set forth in Section 2.10 of the Lease. Tenant shall pay County the additional rent for such unreserved parking spaces monthly in advance concurrently with each monthly payment of Base Rent. All unreserved parking spaces shall be made available to Tenant, its employees and all other tenants and employees of the Project entitled to use such parking facilities, on a non-exclusive, in-common basis.
3. Use of Unreserved and Reserved Parking Spaces. With respect to reserved parking, Tenant shall use only the parking space(s) specifically designated by county for use by Tenant. Tenant shall not use any parking spaces which have been specifically assigned by County to other tenants or occupants or for other uses such as visitor parking or which have been designated by any governmental entity as being restricted to certain uses. Tenant shall be obligated to lease the reserved and unreserved parking spaces specified herein throughout the Term of the Lease and shall not be entitled to any additional reserved or unreserved parking privileges applicable to the Premises for the remainder of the Term of the Lease. If, however, at any time Tenant desires to increase or reduce the number of reserved or unreserved parking spaces it leases under the terms of this Lease, Tenant shall notify County in writing of such desire and County shall have the right, in its sole and absolute discretion, to either (a) approve such requested increase in the number of parking spaces allocated to Tenant (with an appropriate increase to the additional rent payable by Tenant for such additional spaces based on the prevailing parking rates, (b) approve such requested decrease in the number of parking spaces allocated

to Tenant (with an appropriate reduction in the additional rent payable to Tenant to County for such eliminated parking spaces based on the rate Tenant would otherwise be obligated to pay pursuant to this Lease for the use of such parking spaces), or (c) disapprove such requested increase or decrease in the number of parking spaces leased to Tenant. Promptly following receipt of Tenant's written request, County shall provide Tenant with written notice of its decision including a statement of any applicable adjustments to the additional rent payable by County to Tenant for parking under the Lease.

4. General Provisions. County reserves the right to set and increase monthly fees and/or daily and hourly rates for parking privileges from time to time during the Lease Term. County may assign any unreserved and unassigned parking spaces and/or make all or any portion of such spaces reserved, if County reasonably determines that it is necessary for orderly and efficient parking. Failure to pay for the lease of any particular parking spaces may be treated by County as a failure to pay rent as required under the Lease, and, in addition to all other remedies available to county under the Lease, at law or in equity, County may elect to recapture such parking spaces for the balance of the Term of this Lease if Tenant does not cure such failure to pay within the applicable cure period. Tenant's parking rights and privileges described herein are personal to Tenant and may not be assigned or transferred, or otherwise conveyed, without County's prior written consent, which consent County may withhold in its sole and absolute discretion. In any event, under no circumstances may Tenant's parking rights and privileges be transferred, assigned or otherwise conveyed separate and apart from Tenant's interest in the Lease.
5. Rules and Regulations for Parking. The following rules and regulations shall govern the use of the parking facilities which serve the Project. Tenant shall be bound by such rules and regulations and all reasonable modifications or additions thereto and shall use its best efforts to cause Tenant's affiliates and others who use the parking facilities with Tenant's express or implied permission to also comply with the parking rules and regulations. Any modification or additions to the following rules and regulations shall be binding on Tenant when delivered to Tenant. County shall not incur any liabilities to Tenant or Tenant's affiliates arising from or in connection with the non-performance of any of the following rules and regulations by any other tenants or occupants of the Project.
 - (a) Tenant shall not permit or allow any vehicles that belong to or are controlled by Tenant or Tenant's affiliates to be loaded, unloaded or parked in areas other than those designated by County for such activities. No vehicles shall be left in the parking areas overnight and no vehicles shall park in the parking areas other than automobiles, motorcycles and four wheeled trucks. No extended term storage of vehicles shall be permitted.
 - (b) Vehicles must be parked entirely within painted stall line lines of a single parking stall.

- (c) All directional signs and arrows must be observed.
- (d) The speed limit within all parking areas shall be five (5) miles per hour.
- (e) Parking is prohibited:
 - 1. In areas not striped for parking;
 - 2. In aisles;
 - 3. Where "No Parking" signs are posted;
 - 4. On ramps;
 - 5. In cross-hatched areas; and
 - 6. In such other area as may be designated from time to time by County or County's parking operator.
- (f) Washing, waxing cleaning or servicing of any vehicle in any area not specifically reserved for such purpose is prohibited.
- (g) County may refuse to permit any person who violates these rules with unreasonable frequency to park in the parking facilities, and any violation of these rules shall subject the violator's car to removal, at such vehicle owner's expense. Tenant agrees to use its' best efforts to acquaint its affiliates with these parking provisions, rules and regulations.
- (h) Parking access cards or any other device or form of identification supplied by County as a condition of use of the parking facilities shall remain the property of the County. Such parking identification device must be displayed as requested and may not be mutilated in any manner. The serial number of the parking identification device may not be obliterated. Devices are not transferable and any device in the possession of an unauthorized holder will be void. County reserves the right to refuse the sale of monthly stickers or other parking identification devices to Tenant or any of its agents, employees or representatives who willfully refuse to comply with these rules and regulations and all unposted city, state or federal ordinances, laws or agreements. Parking access card holders who do not have their card present at time of exit of the parking facility will be subject to hourly charges or a lost ticket fee.
- (i) Loss, damage or theft of parking identification devices must be reported to the County Parking Division immediately, and a lost, stolen or damaged card will require a twenty-five (\$25.00) dollar replacement fee. County has the right to exclude any car from the parking facilities that does not have an identification device.
- (j) All damage or loss claimed to be responsibility of County must be reported prior to leaving the parking facility and the damage or loss must be itemized in writing and delivered to County within ten (10) business days after any claimed damage or loss occurs. Any claim not so made is waived. Landlord is not responsible for damage by water or fire, for the acts or omissions of others, or for articles left in vehicles. In any event, the total liability of County, if any, is limited to Two

Hundred Fifty Dollars (\$250.00) for all damages or loss to any car. County is not responsible for loss of use.

- (k) Tenant agrees to use its reasonable, good faith efforts to cooperate in traffic mitigation programs which may be undertaken by County independently, or in cooperation with local municipalities or governmental agencies or other property owners in the vicinity of Project. Such programs may include, but shall not be limited to, carpools, vanpools and other ridesharing programs, public and private transit, flexible work hours, preferential assigned parking programs and programs to coordinate tenants within the Project with existing or proposed traffic mitigation programs.

County of Riverside Ordinance 626 is strictly enforced in all County of Riverside parking structures and lots.

EXHIBIT "D"

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.

EXHIBIT "B"

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

<p>Exhaust Fans</p>	<p>Monthly</p>	<p>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</p>	<p>Fan Blade/Pulley Assembly Motor/Belt/Sheave Assembly Fan Housing/Electrical/Air flow Assembly</p>	<p>Significant for proper building air exchange, ventilation and indoor air quality</p>
<p>Circulating Pumps / Strainers</p>	<p>Monthly Annually</p>	<p>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</p>	<p>Motor/Bearing Assembly Pump Coupling/Seal Assembly Pump Housing/Impeller/ Assembly Pump Temp/Pressure/ Strainer Assembly</p>	<p>Significant for proper, efficient water flow and pressure to all air conditioning, heating and plumbing fixture devices</p>
<p>Building Automation System</p>	<p>Daily Weekly</p>	<p>Verify proper programming, trends, alarm status condition statements. Verify integrity of communication network Verify Building Temperature and schedule set points and Trending</p>	<p>User Interface Program Integration Controllers Field-level Controllers Field Sensors/Actuators/ Tstats</p>	<p>Critical for energy efficiency, environmental control, indoor air quality and building comfort</p>

FM BUILDING MAINTENANCE SERVICE STANDARD

<p>Water Treatment System</p>	<p>Daily Weekly Monthly Annually</p>	<p>Verify proper Ph/TDS/Cycle set points Perform sensor calibration and testing Inspect level of chemical drums Operate all safeties and Eye Wash</p>	<p>Water Controller Water Pumping assembly Chemical Feeder System Flow Control / Safety assembly</p>	<p>Critical for energy efficiency, HVAC equipment lifecycle, proper cooling, and mitigation of fouling, scaling, corrosion microbiological growth.</p>
<p>Plant / Mechanical Room Inspections</p>	<p>Daily Weekly Monthly</p>	<p>Inspect all seismic bracing Inspect all electrical distribution Inspect all plumbing connections Inspect for cleanliness / safety hazards</p>	<p>Mechanical, Electrical, Plumbing devices and systems</p>	<p>Significant to ensure proper, safe operation of Mechanical, Electrical, Plumbing equipment rooms for operational continuity/ safety/efficiency</p>
<p>Fan Coils / Common Area Computer Room AC Units</p>	<p>Monthly Quarterly</p>	<p>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.</p>	<p>Fan/Blower Assembly Coil/Valve/ Condensate Assembly Compressor/Heat Exchanger/ Condenser Electrical Controls</p>	<p>Significant to ensure proper, safe operation of IT / Data equipment rooms for operational continuity/ safety/efficiency</p>

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Air-Cooled / Water-Cooled Chillers	Weekly Monthly Annually	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	Chiller Compressors Chiller Condenser and Evaporator Chiller Fans and Pumps	Highly Critical to provide energy efficiency, system reliability, useful life, adequate cooling capacity, mitigate failure and ensure code compliance
Rooftop Package Units / Split- System Units	Weekly Monthly Annually	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	Compressor Units Condenser and Evaporator Assemblies Indoor and Outdoor Fan Assemblies Refrigerant Piping Electrical Controls/Safeties	Significant for proper, efficient, safe operation of cooling system, Increase useful life and energy efficiency
Negative Pressure Room Systems	Quarterly	Verify Negative Room Safety Status Inspect Fan Housing Assembly Ensure Motor and Belt Functionality Certify Op via Credentialed Vendor	Fan Blade/Pulley Assembly Motor/Belt/Sheave Assembly Fan Housing/Electrical/Air flow Assembly	Critical for health safety and welfare of area occupants to ensure negative pressure and mitigate cross- contamination.

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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

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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.

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		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

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		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

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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.

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

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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 conducive 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.

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<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>

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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

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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

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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 "E"
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

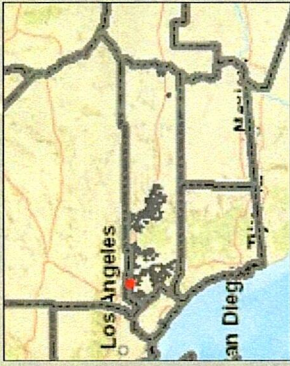
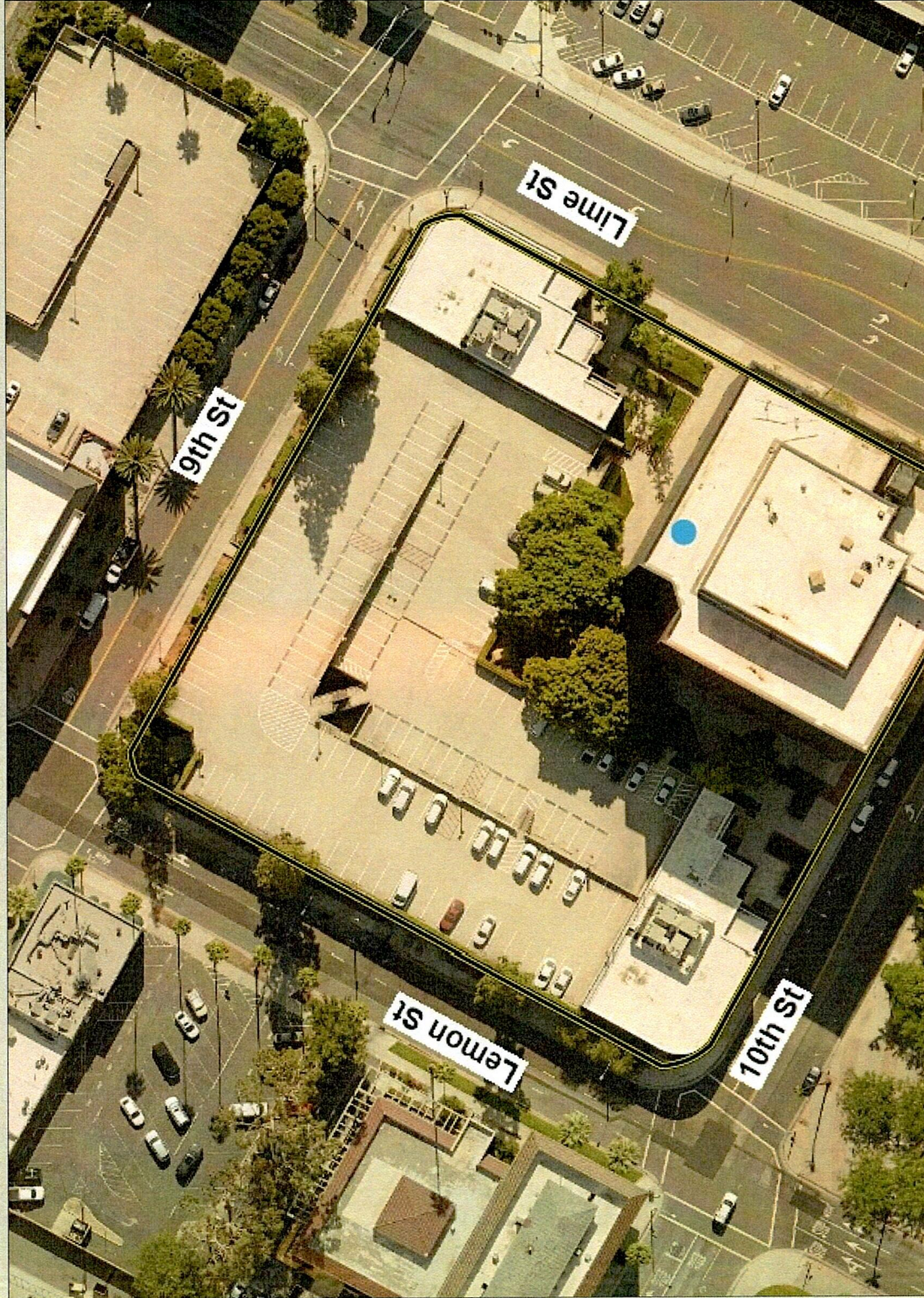
IV. WASHROOMS, EMPLOYEE & PUBLIC LOUNGES	DAILY	EVERY OTHER DAY	WEEKLY	MONTHLY	QUARTERLY	SEMI- ANNUAL Form 5 (SPECIAL REQUEST, EXTRA COST)	ANNUAL Form 5 (SPECIAL REQUEST, EXTRA COST)
1. Clean, sanitize and polish porcelain fixtures including sinks, toilet, urinals, and showers	X						
2. Clean and sanitize 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

	DAILY	EVERY OTHER DAY	WEEKLY	MONTHLY	QUARTERLY	SEMI- ANNUAL Form 5 (SPECIAL REQUEST, EXTRA COST)	ANNUAL Form 5 (SPECIAL REQUEST, EXTRA COST)
V. REGULAR SERVICES							
EXTERIOR WINDOWS							
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

RV564 RLM Wealth Lease Agreement

3403 Tenth Street, Suite 820, Riverside, CA 92501



Legend

County Centerline Names

Notes

District 1
Blue dot indicates location
APN 215-120-005

"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.



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REPORT PRINTED ON... 4/8/2024 3:56:44 PM

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Gallup, April

From: Dept. of Housing & Community Development <calhcd@service-now.com>
Sent: Tuesday, May 28, 2024 3:04 PM
To: Gallup, April
Cc: Lisa.Krause@hcd.ca.gov
Subject: SLA Case (SLA0000706)



Good afternoon, April.

Thank you for submitting the County's draft lease of an office located at 3403 Tenth Street, Suite 820, in Riverside. I've reviewed proposed terms and determined the lease is not a "disposition" subject to the Surplus Land Act (SLA). The SLA defines a disposition as follows:

- (A) The sale of the surplus land.
- (B) The entering of a lease for surplus land, which is for a term longer than 15 years, inclusive of any extension or renewal options included in the terms of the initial lease, entered into on or after January 1, 2024.

Because the lease term is less than 15 years total and/or does not include development or demolition, it is not a disposition. Please note that tenant improvements are not considered development or demolition.

Let me know if you have additional questions by replying to my email address.

Sincerely,

Lisa Krause

lisa.krause@hcd.ca.gov

Ref:MSG0123440_vT1gzAzdkj4BTqoNkSar