

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



ITEM: 3.3
(ID # 24967)

MEETING DATE:
Tuesday, July 02, 2024

FROM : ENVIRONMENTAL HEALTH

SUBJECT: ENVIRONMENTAL HEALTH: In-Principle Approval for lease of new space for the Riverside County Department of Environmental Health in southwest Riverside County. District 3. [\$0]

RECOMMENDED MOTION: That the Board of Supervisors:

1. Authorize the Facilities Management – Real Estate (FM-RE) to identify suitable office space for lease of up to 10,000 square feet to support Department of Environmental Health throughout the County, including locating existing buildings that may be suitable for this requirement, and to negotiate and prepare the necessary documents to submit for approval by the Board to lease such space.

ACTION: Policy

Jeff Johnson

Jeff Johnson, Director Environmental Health

6/4/2024

MINUTES OF THE BOARD OF SUPERVISORS

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

Ayes: Jeffries, Spiegel, Washington, Perez and Gutierrez
Nays: None
Absent: None
Date: July 2, 2024
xc: E.H., FM-RE

Kimberly A. Rector
Clerk of the Board

By: *Naomy L.*
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: 100% - Permit Fees			Budget Adjustment:	No
			For Fiscal Year:	24/25

C.E.O. RECOMMENDATION: Approve

BACKGROUND:

Summary

The Department of Environmental Health (DEH) currently occupies approximately 5,507 square feet of office space at 30135 Technology Drive, Suite 250 in Murrieta, California. The current facility no longer meets the needs of DEH and the Department seeks to find more suitable space to provide improved services to the community.

This item will authorize a property search by Facilities Management – Real Estate Division (FM-RE) to locate new leased office space for DEH. Potential new properties for consideration should be between 6,000 and 10,000 square feet and will consider future growth of the Department in the city of Wildomar, Murrieta, Menifee or Temecula. An eventual lease agreement will be negotiated and FM-RE will return to the Board of Supervisors for consideration of an agreement.

Impact on Residents and Businesses

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

Additional Fiscal Information

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

Contract History and Price Reasonableness

DEH entered into a lease agreement at 30135 Technology Drive, California on December 31, 2018. The 7-year lease term for the current facility is due to expire on December 18, 2025.

ATTACHMENT:

Facilities Management Endorsement




Rose Salgado, Director of Facilities Management 6/24/2024 Jason Farin, Principal Management Analyst 6/25/2024



Rose Salgado
Director of Facilities Management

ENDORSEMENT

Department of Environmental Health Leased Space in the City of Wildomar, Murrieta, Menifee or Temecula

County of Riverside, Facilities Management concurs with this request from the Department of Environmental Health for approximately 6,000 to 10,000 square feet of leased office space in the City of Wildomar, Murrieta, Menifee, or Temecula. There is no County owned space available meeting this requirement. The request meets County space standards.

The information listed below summarizes the requirements provided by the Department of Environmental Health.

Lead Time:	Approximately Six - Twelve Months
Square Footage:	6,000 – 10,000 Square Feet
Term:	Five Years
Utilities:	Provided by Landlord
Custodial:	Provided by Landlord
Maintenance:	Provided by Landlord
Tenant Improvements:	Cost to be determined and negotiated
RCIT Costs:	Cost to be determined
Services:	County pays for telephone service, Lessor to provide all other services.

By: 
Rose Salgado, Director
Facilities Management

MH:ps/05132024/018EH/40.070

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