

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



**ITEM: 3.16  
(ID # 23733)**

**MEETING DATE:**  
Tuesday, January 14, 2025

**FROM :** FACILITIES MANAGEMENT

**SUBJECT:** FACILITIES MANAGEMENT: Approval of FY 25/26 Facilities Management Project Management Office (FM-PMO) General Support Services Rate, All Districts. [100% - Department Budgets]

**RECOMMENDED MOTION:** That the Board of Supervisors:

1. Approve the Facilities Management Project Management Office General Support Service rate for FY 25/26 as shown in Attachment A.

**ACTION:Policy**

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**MINUTES OF THE BOARD OF SUPERVISORS**

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

Ayes: Medina, Spiegel, Washington, Perez and Gutierrez  
Nays: None  
Absent: None  
Date: January 14, 2025  
xc: FM

Kimberly A. Rector  
Clerk of the Board

By:   
Deputy

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STATE OF CALIFORNIA**

<b>FINANCIAL DATA</b>	<b>Current Fiscal Year:</b>	<b>Next Fiscal Year:</b>	<b>Total Cost:</b>	<b>Ongoing Cost</b>
<b>COST</b>	\$ 0	\$ 0	\$ 0	\$ 0
<b>NET COUNTY COST</b>	\$ 0	\$ 0	\$ 0	\$ 0
<b>SOURCE OF FUNDS: Department Budgets 100%</b>			<b>Budget Adjustment:</b>	No
			<b>For Fiscal Year:</b>	25/26

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

**BACKGROUND:**

**Summary**

In accordance with Board Policy B-11, *Award of Public Works Contracts Pertaining to County Facilities and Certain Other Improvements*, the Department of Facilities Management Project Management Office (FM-PMO) is directed to oversee public works projects, herein defined as works which involve the construction, alteration, painting, repair or other improvement of any county structure, building or facility that will be used, occupied, or owned by the county.

FM-PMO provides several types of on-demand services that include project management, construction inspection, environmental and project support services. These on-demand services are provided to customers upon request, and when required, for the construction of facilities and improvements. Services are charged to projects based on the number of hours worked on a project multiplied by the Board approved hourly rate. Customers are provided with project budget estimates for approval and are billed in arrears monthly.

FM is requesting that the Board adopt the hourly rates for FY 25/26 for the FM-PMO, as shown in Attachment A. As directed by the Board of Supervisors per Board Policy B-4, *Rates Charged for Current Services* and B-28, *Charges for Internal Services*, FM has developed rate packages that seek full cost recovery for the services provided (not including pass-through costs). The rates proposed are competitive compared to current rates from neighboring counties. FM-PMO rate has remained flat over the last three fiscal years.

The FM-PMO operates as a General Support service (GSS) department and must recover its operating costs through charges to customers for services rendered. FM-PMO rates were derived by combining direct and indirect costs to run and operate the division divided by the annual estimated billable hours.

**Impact on Residents and Businesses**

FM-PMO works to construct and improve facilities for its customer Departments throughout the County. These facilities provide space and improvements that allow Departments to better serve both residents and businesses. The construction and improvement of facilities provides

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both a short term and a long term economic impact in both jobs and investment and improves the quality of life for the families of Riverside County.

**Attachment A**

**Proposed FM FY 2025/26  
Project Management Office Hourly Rates**

	<b><u>FY 24/25 Current</u></b>	<b><u>FY 25/26 Proposed</u></b>	<b><u>FY 24/25 Current OT</u></b>	<b><u>FY 25/26 Proposed OT</u></b>
Plan Check & Inspection:	\$144.95	\$158.00	\$177.53	\$191.79
Project Management:	\$150.90	\$164.48	\$179.57	\$196.17