

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



ITEM: 3.31
(ID # 27365)

MEETING DATE:

FROM : FACILITIES MANAGEMENT

Tuesday, June 10, 2025

SUBJECT: SUBJECT: FACILITIES MANAGEMENT-REAL ESTATE DIVISION (FM-RE) AND PROBATION DEPARTMENT: Ratification and Approval of the Eighth Amendment to Lease with Brotherton Family Trust Dated February 3, 1987, San Jacinto, 3-Year Extension, California Environmental Quality Act (CEQA) Exempt pursuant to State CEQA Guidelines Sections 15301 and 15061(b)(3); District 5. [Total Cost: \$913,052 - State 35%, County 65% (Probation Dept. Budget) Fund 10000] (Clerk of the Board to file Notice of Exemption with County Clerk and State Clearinghouse)

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 Eighth Amendment to Lease with Brotherton Family Trust Dated February 3, 1987, 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) business days of approval by the Board.

ACTION:Policy


Cherilyn Williams 4/29/2025

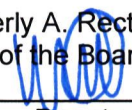

Christopher Wright, Chief Probation Officer 5/16/2025


Vincent Yzaguirre 5/21/2025

MINUTES OF THE BOARD OF SUPERVISORS

On motion of Supervisor Gutierrez, seconded by Supervisor Washington 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: June 10, 2025
xc: FM, Probation, 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	\$24,972	\$300,053	\$913,052	\$0
NET COUNTY COST	\$0	\$0	\$0	\$0
SOURCE OF FUNDS: State 35%, County 65% (Probation Dept. Budget) Fund 10000			Budget Adjustment: No	
			For Fiscal Year: FY 2024/25-27/28	

C.E.O. RECOMMENDATION:

BACKGROUND:

Summary

On February 21, 1995 (M.O. 3.15) the County entered into a Lease Agreement for the purpose of providing office space for the Probation Department located at 1330 South State Street, Suite A, in San Jacinto, California (Lease). This facility continues to meet the needs and requirements of the Probation Department. This Eighth Amendment to Lease (Eighth Amendment) will extend the Lease for an additional (3) three years commencing June 1, 2025, and terminating on May 31, 2028. Lessor, at Lessor's sole cost and expense, shall paint facility throughout, replace the lobby front reception window, repair the skylight in the breakroom, and slurry coat and repaint the parking lot spaces.

Pursuant to the California Environmental Quality Act (CEQA), the Eighth Amendment was reviewed and determined to be categorically exempt from CEQA under CEQA Guidelines Section 15301, Class 1- Existing Facilities Exemption, and Section 15061(b)(3), "Common Sense" Exemption. The proposed Eighth Amendment is letting of property involving existing facilities.

The Eighth Amendment is summarized as follows:

Location: 1330 South State Street, Suite A, San Jacinto, California 92583

Lessor: Brotherton Family Trust
1057 Ridge Heights Drive
Fallbrook, California 92028

Size: 10,000 square feet

Term: Extended three (3) years, commencing June 1, 2025, and terminating May 31, 2028

Rent:	Current	New
	\$ 1.49 PSF	\$ 1.85 PSF.
	\$ 14,934.57 Per Month	\$ 18,500.00 Per Month

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

\$ 179,214.84 Per Year \$ 222,000.00 Per Year

- Rent Adjustments: Two percent (2%) annual increases commencing June 1, 2026.
- Custodial Services: County pays \$4,376.67 monthly to Lessor.
- Utilities: County pays for telephone, electrical services, and gas. Lessor pays for all other services.
- Maintenance: Provided by Lessor.
- Improvements: Lessor, at Lessor's sole cost and expense shall paint facility throughout, replace the lobby front reception window, repair the skylight in the breakroom and slurry coat and repaint the parking lot spaces.

The attached Eighth Amendment has been approved as to form by County Counsel.

Impact on Residents and Businesses

The Probation Department's occupancy at this location continues to provide an important public benefit to the community by serving its clients residing in the area and effectively improving public safety.

Additional Fiscal Information

See attached Exhibits A, B, and C. All associated costs for this Lease will be budgeted in FY 24/25 - FY 27/28 by the Probation Department. The Probation Department will reimburse the Department of Facilities Management- Real Estate (FM-RE) for all associated Lease costs on an annual basis.

Contract History and Price Reasonableness

This is a three-year lease, and the lease rate is deemed competitive based upon the current market.

<u>Amendment:</u>	<u>Date and M.O.</u>
Lease	February 21, 1995 (M.O. 3.15)
First Amendment	August 15, 2000 (M.O. 3.23)
Second Amendment	August 23, 2005 (M.O. 3.47)
Third Amendment	February 27, 2007 (M.O. 3.44)
Fourth Amendment	August 31, 2010 (M.O. 3.35)
Fifth Amendment	March 27, 2012 (M.O. 3.23)
Sixth Amendment	July 7, 2015 (M.O. 3.7)
Seventh Amendment	August 4, 2020 (M.O. 3.23)

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

Attachments:

- Financial Exhibits A, B, & C
- Eighth Amendment to Lease
- Aerial Map
- Notice of Exemption

FM042642001100/SJ011

Evangelina Gregorio EO
Evangelina Gregorio EO, Principal Mgmt Analyst 6/2/2025

Ryan Yabko
Ryan Yabko 5/28/2025

Aaron Gettis
Aaron Gettis, Chief of Deputy County Counsel 5/30/2025



Peter Aldana
Riverside County
Assessor-County Clerk-Recorder
2724 Gateway Drive
Riverside, CA 92507
(951) 486-7000
www.rivcoacr.org

Receipt: 25-175546

Product	Name	Extended
FISH	CLERK FISH AND GAME FILINGS	\$50.00
	# Pages	2
	Document #	E-202500515
	Filing Type	7
	State Fee Prev Charged	false
	No Charge Clerk Fee	false
	F&G Notice of Exemption Fee	\$50.00
Total		\$50.00
Tender (On Account)		\$50.00
Account#	CEQARIVCOFM	
Account Name	CEQARIVCOFM - RIVERSIDE COUNTY FACILITIES MANAGEMENT	
Balance	\$3,519.00	

6/10/25, 3:14 PM PST
Gateway Clerk



State of California - Department of Fish and Wildlife
2025 ENVIRONMENTAL DOCUMENT FILING FEE
CASH RECEIPT
 DFW 753.5a (REV. 01/01/25) Previously DFG 753.5a

RECEIPT NUMBER:
 25-175546
 STATE CLEARINGHOUSE NUMBER (If applicable)

SEE INSTRUCTIONS ON REVERSE. TYPE OR PRINT CLEARLY.

LEAD AGENCY COUNTY OF RIVERSIDE	LEAD AGENCY EMAIL MSULLIVAN@RIVCO.ORG	DATE 06/10/2025
COUNTY/STATE AGENCY OF FILING RIVERSIDE	DOCUMENT NUMBER E-202500515	

PROJECT TITLE

APPROVAL OF THE EIGHTH AMENDMENT TO LEASE FOR PROBATION AT SAN JACINTO
 BUSINESS PARK, SAN JACINTO

PROJECT APPLICANT NAME RIVERSIDE COUNTY FACILITIES MANAGEMENT	PROJECT APPLICANT EMAIL MSULLIVAN@RIVCO.ORG	PHONE NUMBER (951) 955-8009
PROJECT APPLICANT ADDRESS 3450 14TH STREET, 2ND FLOOR	CITY RIVERSIDE	STATE CA
		ZIP CODE 92501

PROJECT APPLICANT (Check appropriate box)

- Local Public Agency
 School District
 Other Special District
 State Agency
 Private Entity

CHECK APPLICABLE FEES:

- | | | |
|---|------------|----------|
| <input type="checkbox"/> Environmental Impact Report (EIR) | \$4,123.50 | \$ _____ |
| <input type="checkbox"/> Mitigated/Negative Declaration (MND)(ND) | \$2,968.75 | \$ _____ |
| <input type="checkbox"/> Certified Regulatory Program (CRP) document - payment due directly to CDFW | \$1,401.75 | \$ _____ |
|
 | | |
| <input checked="" type="checkbox"/> Exempt from fee | | |
| <input checked="" type="checkbox"/> Notice of Exemption (attach) | | |
| <input type="checkbox"/> CDFW No Effect Determination (attach) | | |
| <input type="checkbox"/> Fee previously paid (attach previously issued cash receipt copy) | | |
| <hr/> | | |
| <input type="checkbox"/> Water Right Application or Petition Fee (State Water Resources Control Board only) | \$850.00 | \$ _____ |
| <input checked="" type="checkbox"/> County documentary handling fee | | \$ 50.00 |
| <input type="checkbox"/> Other | | \$ _____ |

PAYMENT METHOD:

- Cash
 Credit
 Check
 Other

TOTAL RECEIVED \$ 50.00

SIGNATURE X <i>C. Sandoval</i>	AGENCY OF FILING PRINTED NAME AND TITLE Deputy Cassandra Sandoval
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RIVERSIDE COUNTY CLERK & RECORDER

**AUTHORIZATION
TO BILL
BY JOURNAL VOUCHER**

Project Name: Probation 8th Amendment to Lease Agreement with Brotherton Family Trust, San Jacinto

Accounting String: 524830-47220-7200400000 - FM042642001100

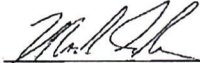
DATE: March 12, 2025

AGENCY: Riverside County Facilities Management

THIS AUTHORIZES THE COUNTY CLERK & RECORDER TO BILL FOR FILING AND HANDLING FEES FOR THE ACCOMPANYING DOCUMENT(S).

NUMBER OF DOCUMENTS INCLUDED: One (1)

AUTHORIZED BY: Mike Sullivan, Facilities Management

Signature: 

PRESENTED BY: Maribel Hyer, Senior Real Property Agent, Facilities Management


-TO BE FILLED IN BY COUNTY CLERK-

ACCEPTED BY: - Cassandra Sandoval

DATE: - 6/10/2025

RECEIPT # (S) - 25-175546

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

FOR COUNTY CLERK USE ONLY		
F I - L E D / P O S T E D		
County of Riverside		
Peter Aldana		
Assessor-County Clerk-Recorder		
E-202500515		
06/10/2025 03:14 PM Fee: \$ 50.00		
Page 1 of 2		
Removed:	By:	Deputy
		

NOTICE OF EXEMPTION

March 12, 2025

Project Name: Approval of the Eighth Amendment to Lease for Probation at San Jacinto Business Park, San Jacinto

Project Number: FM042642001100

Project Location: 1330 South State Street, Suite A, north of West Esplanade, San Jacinto, California 92583; Assessor's Parcel Number (APN) 435-190-037

Description of Project: On February 21, 1995 (M.O. 3.15) the County entered into a Lease Agreement for the purpose of providing office space for the Probation Department for the facility located at 1330 South State Street, Suite A, in San Jacinto, California (Lease). This Eighth Amendment to the Lease (Eighth Amendment) will extend the Lease for an additional three years and terminating on May 31, 2028. Lessor, at Lessor's sole cost and expense, shall paint facility all throughout, replace the lobby front door reception window, repair the skylight in the breakroom, and slurry coat and repaint the parking lot spaces. This facility continues to meet the needs and requirements for the Probation Department. The Seventh Amendment to the Lease Agreement is identified as the proposed project under the California Environmental Quality Act (CEQA). The Eighth Amendment to the Lease Agreement consists of a three-year extension term with minor tenant improvements and the use of the facility by the Probation Department would continue, consistent with the existing land use. The operation of the facility will continue to provide services and will not result in an expansion of existing use. 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), General Rule or "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 Lease extension and minor tenant improvements.

1 **EIGHTH AMENDMENT TO LEASE**

2 1330 South State Street, Suite A, San Jacinto, California

3
4 This **EIGHTH AMENDMENT TO LEASE** ("Eighth Amendment"), dated as of
5 JUN 10 2025, 2025, is entered by and between the **COUNTY OF**
6 **RIVERSIDE**, a political subdivision of the State of California ("County"), and
7 **BROTHERTON FAMILY TRUST DATED FEBRUARY 3, 1987** ("Lessor"), sometimes
8 collectively referred to as the "Parties".

9 **RECITALS**

10 A. Ranel Development Company, a California general partnership,
11 predecessor in interest to Brotherton Family Trust dba San Jacinto Business Park, as
12 Lessor, and County of Riverside as Lessee, have entered into that certain Lease dated
13 February 21, 1995, (the "Original Lease") pursuant to which County leased a portion of
14 that certain building located at 1330 South State Street, Suite A, San Jacinto, California
15 (the "Building"), as more particularly described in the Original Lease.

16 B. The Original Lease has been amended by:

17 i. That certain First Amendment to Lease dated August 15, 2000, by
18 and between County of Riverside and Ranel Development Company ("First
19 Amendment"), whereby the Parties amended the Original Lease to extend the term for
20 five (5) years, update the rent amounts, and include improvements by Lessor.

21 ii. That certain Second Amendment to Lease dated August 23, 2005,
22 by and between County of Riverside and Brotherton Family Trust dba San Jacinto
23 Business Park, as successor-in-interest to Ranel Development Company ("Second
24 Amendment"), whereby the Parties amended the Lease to extend the term for five (5)
25 years and update the rent amounts.

26 iii. That certain Third Amendment to Lease dated February 27, 2007,
27 by and between the County of Riverside and Lessor ("Third Amendment"), whereby the
28

1 Parties amended the Lease to provide terms and conditions for the Custodial Services
2 Requirements for Leased Facilities as described in Exhibit E of the Lease.

3 iv. That certain Fourth Amendment to Lease dated August 31, 2010,
4 by and between County and Lessor ("Fourth Amendment"), whereby the Parties
5 amended the Lease to extend the term for five (5) years, update the rent amounts and
6 annual escalations, include improvements by Lessor, update the address for the
7 County in the Notice section, and update title of the County Representative authorized
8 to administer the Lease.

9 v. That certain Fifth Amendment to Lease dated March 27, 2012, by
10 and between County and Lessor ("Fifth Amendment"), whereby the Parties amended
11 the Lease to expand the rentable space from 5,000 square feet to 10,000 square feet,
12 extend the term for three (3) years, update the rent amounts, and include
13 improvements by Lessor.

14 vi. That certain Sixth Amendment to Lease dated July 7, 2015, by and
15 between County and Lessor ("Sixth Amendment"), whereby the Parties amended the
16 Lease to extend the term for five (5) years, update rent amounts, include improvements
17 by Lessor, and modify the utilities for the County to pay the gas services.

18 vii. That certain Seventh Amendment to Lease dated August 4, 2020,
19 by and between County and Lessor ("Seventh Amendment"), whereby the Parties
20 amended the Lease to extend the term for five (5) years, update rent and custodial
21 amounts, include improvements by Lessor, and modify the modify Custodial Services
22 Requirements for Leased Facilities as described in Exhibit E of the Lease.

23 C. The Original Lease together with the First, Second, Third, Fourth, Fifth,
24 Sixth, Seventh, and Eighth Amendments are collectively referred to hereinafter as the
25 "Lease".

26 D. The Parties now desire to extend the Lease term for three (3) years,
27 update the rent and custodial amounts, include the custodial requirements, conduct
28

1 improvements to the premises, option to terminate, and update the information in the
2 Notices section.

3 NOW THEREFORE, for good and valuable consideration the receipt and
4 adequacy of which is hereby acknowledged, the Parties agree as follows:

5 **1. Term.** Section 3(a) of the Lease is hereby amended as follows:

6 3(a). The term of this Lease shall be extended for a period of three (3)
7 years effective June 1, 2025 and expiring on May 31, 2028.

8 **2. Rent.** Section 5(a) of the Lease is hereby deleted in its entirety and
9 replaced with the following:

10 5(a). County shall pay to Lessor the monthly sums as rent and custodial
11 services for the leased premises during the term of this Lease as follow:

<u>Year</u>	<u>Rent</u>	<u>Custodial Costs</u>	<u>Total Monthly Rent</u>
6/1/2025 to 5/31/2026	\$18,500.00	+ \$4,376.67	= \$22,876.67
6/1/2026 to 5/31/2027	\$18,870.00	+ \$4,376.67	= \$23,246.67
6/1/2027 to 5/31/2028	\$19,247.40	+ \$4,376.67	= \$23,624.07

16 **3. Improvements by Lessor.** Section 9(a) of the Lease is hereby
17 amended as follows:

18 9(a). Lessor, at its sole cost and expense, shall paint the entire facility,
19 replace the front reception window glass, complete the repairs of the skylight in the
20 breakroom, and repave parking lot and restripe lines.

21 **4. Custodial Services.** Section 6 of the Lease is hereby amended as
22 follows:

23 Exhibit E of the Lease shall be deleted in its entirety and replaced with a revised
24 Exhibit E, attached hereto and incorporated herein by this reference. County shall have
25 the option to cancel the custodial services with sixty (60) day written notice to Lessor.
26 In the event the County cancels the custodial services, four thousand three hundred
27 seventy-six and sixty-seven hundredths' dollars (\$4,376.67) will be deducted from the
28 monthly rent.

1 **5. Option to Terminate.** Section 12 of the Lease is hereby deleted in its
2 entirety and replaced with the following:

3 County shall have the right to terminate this Lease any time after two (2) years
4 providing Lessor with sixty (60) days prior written notice.

5 **6. Notices.** Section 13 of the Lease shall be amended as follows:
6 Any notices required or desired to be served by either party upon the other shall be
7 addressed to the respective parties as set forth below:

COUNTY:	LESSOR:
County of Riverside	Brotherton Family Trust
Facilities Management	1057 Ridge Heights Drive
Real Estate Division	Fallbrook, CA 92028
3450 14 th Street, Suite 200	Attn: Brent Brotherton
Riverside, California 92501	760-731-2982
ATTN: Deputy Director of Real Estate	
(951) 955-4820	
Additional Notification/Inquiries: FM-leasing@rivco.org	

17 **7. Eighth Amendment to Prevail.** The provisions of this Eighth
18 Amendment shall prevail over any inconsistency of conflicting provisions of the Lease,
19 as heretofore amended, and shall supplement the remaining provisions thereof. Unless
20 defined herein or the context requires otherwise, all capitalized terms herein shall have
21 the meaning defined in the Lease, as heretofore amended.

22 **8. Miscellaneous.** Except as amended or modified herein, all the terms of
23 the Original Lease shall remain in full force and effect and shall apply with the same
24 force and effect. Time is of the essence in this Eighth Amendment and the Lease and
25 each and all their respective provisions. Subject to the provisions of the Lease as to
26 assignment, the agreements, conditions and provisions herein contained shall apply to
27 and bind the heirs, executors, administrators, successors and assigns of the parties
28 hereto. If any provisions of this Amendment or the Lease shall be determined to be

1 illegal or unenforceable, such determination shall not affect any other provision of the
2 Lease and all such other provisions shall remain in full force and effect. The language
3 in all parts of the Lease shall be construed according to its normal and usual meaning
4 and not strictly for or against either Lessor or Lessee. Neither this Amendment, nor the
5 Lease, nor any notice nor memorandum regarding the terms hereof, shall be recorded
6 by County.

7 **9. Effective Date.** This Eighth Amendment to Lease shall not be binding or
8 consummated until its approval by the Riverside County Board of Supervisors and fully
9 executed by the Parties.

10 (Signatures on the following page)

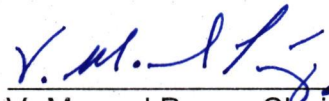
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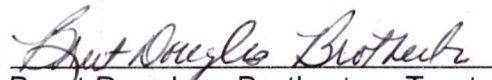
1 IN WITNESS WHEREOF, the parties have executed this Eighth Amendment as
2 of the date first written above.

3 Dated: JUN 10 2025
4

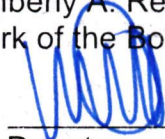
5 **LESSEE:**
6 COUNTY OF RIVERSIDE, a political
7 subdivision of the State of California

LESSOR:
BROTHERTON FAMILY TRUST
DATED FEBRUARY 3, 1987

8 By: 
9 V. Manuel Perez, Chair
Board of Supervisors

By: 
Brent Douglass Brotherton, Trustee

11
12 ATTEST:
13 Kimberly A. Rector
Clerk of the Board

14 By: 
15 Deputy

16
17 APPROVED AS TO FORM:
18 Minh C. Tran
County Counsel

19 By: 
20 Ryan Yabko
Deputy County Counsel

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26 MH:il/03122025/SJ011/40.248

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JUN 10 2025 3:31

COUNTY OF RIVERSIDE
Department of Facilities Management
Real Estate Division

CUSTODIAL SERVICES REQUIREMENTS
FOR LEASED FACILITIES

1. Background checks shall be performed, in a manner specified by County, of all qualified permanent and temporary employees.
2. Provide all required services and supplies.
3. Perform services five days a week during the hours of 7:00 pm to 5:00 am only.
4. Provide and replace all light bulbs within light fixtures using only those types that are energy efficient as indicated by manufacturer or code. Fixture reflectors shall be wiped clean with each light bulb replacement.
5. Lessor and custodial staff shall be responsible for key or card access control. Issuing keys or access control cards to workers, collecting said keys or cards at shift end and retrieving at the at the end of custodian's employment. If keys or cards are lost, stolen or misplaced, rekeying costs or reissuance costs are landlord's responsibility.
6. **SPECIFIC SERVICES** - Frequency and coverage:
 - A. **Daily:**
 1. Rest Rooms:

Empty all trash containers, refill dispensers, damp mop floors, clean, sanitize and polish all plumbing fixtures, chrome fittings, flush rings, drain and overflow outlets, clean and polish mirrors, clean wall adjacent to hand basins/urinals, dust metal partitions, remove fingerprints from walls, switches, etc.
 2. Lobby Area - Main Corridors - Stairways:

Remove trash, vacuum, vacuum/damp mop tile, clean lobby and entrance doors, clean and sanitize drinking fountains.
 3. Employee Break Rooms/Kitchen:

Remove trash from building and deposit in dumpster, vacuum rugs and carpet, wipe spills, mop tile floor, remove fingerprints from doors, light switches, etc., and refill dispensers.
 4. General and Private Areas:

Remove trash, vacuum carpets, mop tile floors, spot clean interior partition glass, clean counter tops and blackboards, dust desks, conference tables, credenza/file cabinets and bookcases.

5. Building Security:

- a. Turn off all lights (except security and night lights).
- b. Close windows.
- c. Reset alarms and lock all doors.

B. Weekly - All Areas:

Polish buff hard resilient floors in traffic areas, spot clean carpeted areas.

Dust all high and low horizontal surfaces, including sills, ledges, moldings, shelves, locker tops, frames and file cabinets, damp wipe plastic and leather furniture.

Remove fingerprints from doors, elevator walls and controls, frames and light switches in office areas, clean and polish bright metal to _70" height, clean and sanitize waste containers in rest rooms and break rooms.

C. Monthly - All Areas:

Clean interior glass partitions/doors, dry dust wood paneling, remove dust/cobwebs from ceiling areas.

Spray buff resilient/hard floor areas, detail vacuum carpet edges, under desk/office furniture.

D. Quarterly-All Areas:

Spray buff resilient and hard surface floors and apply floor finish.

Clean interior/exterior windows, clean/polish office furniture, damp clean diffuser outlets in ceiling/wall, wash waste containers, clean/dust blinds, wash sanitize.

E. Semi-Annually - All Areas:

1. All Areas:
 - a. Clean and polish all baseboards.
 - b. Damp clean lobby and reception chairs.
 - c. Clean carpeted surfaces-use a water extraction method.

F. Annually - All Areas:

1. All resilient and hard surface floors:
 - a. Move furniture, strip, seal and apply floor finish to all resilient and hard surface floors.

PERIODIC SERVICES

Service:

Interior Painting
Carpet Cleaning
Pest Control
HVAC Standard Preventative
Maintenance Contract
Fire Extinguishers
Exterior Time Clocks
Roof Inspections & Maintenance

Frequency:

Every three years in high traffic
areas, i.e. Lobbies and hallways.
Semi-annually - by qualified carpet
cleaning company.
Monthly.
Quarterly.
Annually or as required by local
regulations.
Reset for time changes.
Annually, prior to rainy season.
Clean debris from roof, drains and
down spouts, inspect and repair
roof as needed.

Exhibit A

FY 2024/25

Probation Department

1330 S. State Street, Suite A, San Jacinto, CA

ESTIMATED AMOUNTS

Total Square Footage to be Leased:

Current Office:	10,000 SQFT		
Approximate Cost per SQFT (Jul-May)	\$ -		
Approximate Cost per SQFT (Jun)	\$ 1.85		
Lease Cost Per Month (Jul-May)		\$ -	
Lease Cost Per Month (Jun)		\$ 18,500.00	
Total Lease Cost (Jul-May)		\$ -	
Total Lease Cost (Jun)		\$ 18,500.00	
Total Estimated Lease Cost for FY 2024/25		\$ 18,500.00	

Estimated Additional Costs:

Utility Cost per SQFT	\$ 0.12		
Estimated Utility Costs per Month		\$ 1,200.00	
Total Estimated Utility Cost (Jul-May)		\$ -	
Total Estimated Utility Cost (Jun)		\$ 1,200.00	
Total Estimated Utility Cost for FY 2024/25		\$ 1,200.00	
Custodial Services Cost per Month		\$ 4,376.67	
Total Custodial Services Cost (Jul-May)		\$ -	
Total Custodial Services Cost (Jun)		\$ 4,376.67	
Total Custodial Services Cost for FY 2024/25		\$ 4,376.67	
FM Lease Management Fee as of 07/01/2024	4.84%	\$ 895.40	
TOTAL ESTIMATED COST FOR FY 2024/25		\$ 24,972.07	
TOTAL COUNTY COST	65.00%	\$ 16,231.85	

Exhibit B

FY 2025/26

Probation Department

1330 S. State Street, Suite A, San Jacinto, CA

ESTIMATED AMOUNTS

Total Square Footage to be Leased:

Current Office:	10,000 SQFT		
Approximate Cost per SQFT (Jul-May)	\$ 1.85		
Approximate Cost per SQFT (Jun)	\$ 1.89		
Lease Cost Per Month (Jul-May)		\$ 18,500.00	
Lease Cost Per Month (Jun)		\$ 18,870.00	
Total Lease Cost (Jul-May)		\$	203,500.00
Total Lease Cost (Jun)		\$	18,870.00
Total Estimated Lease Cost for FY 2025/26		\$	222,370.00

Estimated Additional Costs:

Utility Cost per SQFT	\$ 0.12		
Estimated Utility Costs per Month		\$ 1,200.00	
Total Estimated Utility Cost (Jul-May)		\$	13,200.00
Total Estimated Utility Cost (Jun)		\$	1,200.00
Total Estimated Utility Cost for FY 2025/26		\$	14,400.00
Custodial Services Cost per Month		\$ 4,376.67	
Total Custodial Services Cost (Jul-May)		\$	48,143.37
Total Custodial Services Cost (Jun)		\$	4,376.67
Total Custodial Services Cost for FY 2025/26		\$	52,520.04
FM Lease Management Fee as of 07/01/2024	4.84%	\$	10,762.71
TOTAL ESTIMATED COST FOR FY 2025/26		\$	300,052.75
TOTAL COUNTY COST	65.00%	\$	195,034.29

Exhibit C

FY 2026/27-FY 2027/28
Probation Department
1330 S. State Street, Suite A, San Jacinto, CA

ESTIMATED AMOUNTS

Total Square Footage to be Leased:

Current Office:	10,000 SQFT	
	FY 2026/27	FY 2027/28
Approximate Cost per SQFT (Jul-May)	\$ 1.89	\$ 1.92
Approximate Cost per SQFT (Jun)	\$ 1.92	\$ -
Lease Cost per Month (Jul-May)	\$ 18,870.00	\$ 19,247.40
Lease Cost per Month (Jun)	\$ 19,247.40	\$ -
Total Lease Cost (Jul-May)	\$ 207,570.00	\$ 211,721.40
Total Lease Cost (Jun)	\$ 19,247.40	\$ -
Total Estimated Lease Cost for FY 2026/27-FY 2027/28	\$ 226,817.40	\$ 211,721.40

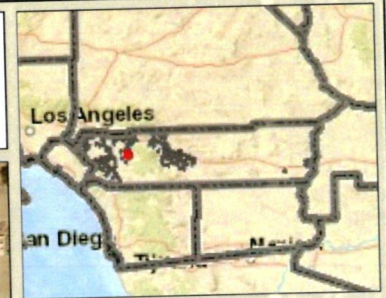
Estimated Additional Costs:

Utility Cost per SQFT		\$ 0.12	\$ 0.12
Estimated Utility Costs per Month		\$ 1,200.00	\$ 1,200.00
Total Estimated Utility Cost		\$ 14,400.00	\$ 13,200.00
Custodial Services Cost per Month		\$ 4,376.67	\$ 4,376.67
Total Custodial Services Cost		\$ 52,520.04	\$ 48,143.37
Total Custodial Services Cost for FY 2026/27-FY 2027/28		\$ 52,520.04	\$ 48,143.37
FM Lease Management Fee as of 07/01/2024	4.84%	\$ 10,977.96	\$ 10,247.32
TOTAL ESTIMATED COST FOR FY 2026/27-FY 2027/28		\$ 304,715.40	\$ 283,312.09



F11 Total Cost		\$ 913,052.31
F11 Total County Cost	65.00%	\$ 593,484.00

Riverside County Probation Department

1330 S. State Street, Suite A, San Jacinto, CA 92583



Legend

-  County Boundary
-  City Boundaries

Notes

District 5
Leased area outlined in blue.
APN 435-190-037



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... 3/10/2025 11:31:32 AM

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