

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



**ITEM: 3.26**  
(ID # 30200)

**MEETING DATE:**  
Tuesday, April 14, 2026

**FROM :** RIVERSIDE COUNTY INFORMATION TECHNOLOGY

**SUBJECT:** RIVERSIDE COUNTY INFORMATION TECHNOLOGY: In-Principle Approval for Lease of New Warehouse Space for Riverside County Information Technology, District 1. [\$0]

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

1. Authorize Facilities Management – Real Estate (FM-RE) to identify suitable warehouse space for lease of up to 10,000 square feet to support Riverside County Information Technology operations throughout the County, including locating existing buildings that may need tenant improvements for this requirement, and to negotiate and prepare the necessary documents for the Director of Facilities Management to sign for a lease of such space.

**ACTION:**Policy


  
Gustavo Vazquez 3/31/2026

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**MINUTES OF THE BOARD OF SUPERVISORS**

On motion of Supervisor Perez, 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: April 14, 2026  
xc: RCIT, FM-RE

Kimberly A. Rector  
Clerk of the Board  
By:   
Deputy

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<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: RCIT Budget – 100%</b>			<b>Budget Adjustment:</b>	No
			<b>For Fiscal Year:</b>	25/26

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

**BACKGROUND:**

**Summary**

The request before the Board is to authorize Facilities Management – Real Estate (FM-RE) to conduct a property search to locate new leased warehouse space for RCIT. The current RCIT lease of 6,428 square feet of satellite office and warehouse space at 1960 Chicago Ave. in Riverside is set to expire January 31, 2027.

The RCIT warehouse manages essential operations for the full lifecycle management of county technology assets. This includes procurement intake, storage, configuration, field deployment, surplus processing, and compliant e-waste disposition.

RCIT is seeking potential new properties between 8,000 and 10,000 square feet to handle the increase in operational workload. Factors that have contributed to this increase include:

- Major enterprise-wide technology refresh initiatives and department-specific IT modernization projects.
- Increased turnover of outdated equipment from other county departments.
- Higher demand for device staging, configuration, and deployment support due to remote/hybrid work operations.
- Growth in equipment requiring secure handling, environmentally responsible disposal, and regulatory-compliant e-waste management.

Upon completion of lease negotiations, FM-RE will return to the Board of Supervisors with the proposed agreement for consideration.

**Impact on Residents and Businesses**

There are no negative impacts on residents or businesses in the County of Riverside.

**Additional Fiscal Information**

Approving the In-Principle request will not require any additional funding at this time.

**Contract History and Price Reasonableness**

FM-RE will negotiate on behalf of RCIT to ensure optimal lease terms.

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ATTACHMENTS:

- A. Facilities Management Endorsement

  
Alonzo Barrera, Principal Management Analyst 3/31/2026

  
Sarah Franco, Assistant County Executive Officer 4/7/2026



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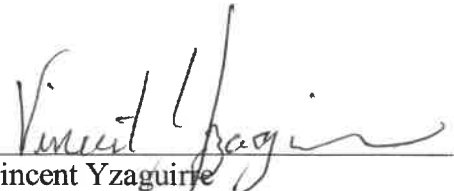
## ENDORSEMENT

### Riverside County Information Technology (RCIT) Leased Space in the City of Riverside

County of Riverside, Facilities Management concurs with this request from Riverside County Information Technology Department requesting warehouse space for lease between 8,000-10,000 square feet in Riverside, CA. There is currently no County owned space available meeting this requirement.

The information listed below summarizes the requirements provided by Riverside County Information Technology.

Lead Time:	Approximately 6-9 months
Square Footage:	8,000-10,000 sf
Term:	Ten Years
Utilities:	Provided by Landlord, except electricity
Custodial:	Provided by Landlord
Maintenance:	Provided by Landlord
Tenant Improvements:	To be determined and negotiated.
RCIT Costs:	To be determined.
Services:	County pays for telephone, and electricity, Landlord will provide all other services.

By:   
Vincent Yzaguirre  
Director of Facilities Management