



**CONFIRE**

## STAFF REPORT

**DATE: 10/26/2021**

**FROM: Art Andres, Director**

**TO: CONFIRE Administrative Committee**

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**SUBJECT: CITY OF RIALTO LEASE AGREEMENT**

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### **RECOMMENDATION**

Approve CONFIRE Director to execute a lease agreement with the City of Rialto for shared used space to be utilized by CONFIRE Management Information Services (MIS).

### **BACKGROUND**

The Rialto facility utilized for the Valley Dispatch Center was built in 2003. CONFIRE continued to expand roles/responsibilities, including providing service to twelve (12) additional fire agencies. Management Information Services (MIS) currently occupies leased trailer space adjacent to the CONFIRE dispatch center which does not have the appropriate facilities to be effective and there is currently not enough space for assigned personnel.

The intention is to continue with the on site leased trailers to create training/meeting space for CONFIRE staff as well as a quiet space for employees to address some mental wellness concerns outlined in our adopted staffing study.

Rialto Fire station 204 located at 3288 N. Alder Ave in Rialto was designed with shared space previously utilized by the Rialto police department. The space is currently not being utilized and is available for use by the CONFIRE MIS team. Terms and conditions have been outlined in the proposed five (5) year lease agreement. Station 204 is approximately 1 mile from Rialto facility which allows for rapid deployment for onsite system maintenance.

### **FISCAL IMPACT**

Lease agreement terms are for \$1/year for a period of 5 years. Approximate new costs will include:

- Utilities & Rent \$4,503/year
- Furniture Rental \$23,500/year
- Facilities (cleaning) \$17,900/year

Total- \$45,900/year