

**REPORT/RECOMMENDATION TO THE BOARD OF SUPERVISORS
OF SAN BERNARDINO COUNTY
AND RECORD OF ACTION**

June 9, 2026

FROM

TERRY W. THOMPSON, Director, Real Estate Services Department

JANKI PATEL, Acting Director, Department of Public Health

SUBJECT

Memorandum of Agreement with United States Army Garrison-Fort Irwin for Office Space in Fort Irwin

RECOMMENDATION(S)

1. Find that approval of a Memorandum of Agreement with the United States Army Garrison-Fort Irwin for office space, is an exempt project under the California Environmental Quality Act Guidelines, Section 15301 - Existing Facilities (Class 1).
2. Approve non-financial **Memorandum of Agreement No. 26-445** for the use of office space for a minimum of five working stations, in building 1317, room 109, which has approximately 20 by 40 feet (approximately 800 square feet), an adjacent secured storage closet, and a dedicated lactation room for County's exclusive use during Women, Infants and Children Program service hours to provide Women, Infants and Children Program services, for the period of July 1, 2026 through June 30, 2036.
3. Direct the Real Estate Services Department to file the Notice of Exemption in accordance with the California Environmental Quality Act.

(Presenter: Terry W. Thompson, Director, 387-5000)

COUNTY AND CHIEF EXECUTIVE OFFICER GOALS & OBJECTIVES

Operate in a Fiscally Responsible and Business-Like Manner.

Provide for the Safety, Health and Social Service Needs of County Residents.

FINANCIAL IMPACT

Approval of this item will not result in the use of Discretionary General Funding (Net County Cost). There is no cost or revenue associated with this 10-year Memorandum of Agreement (MOA). Administrative costs associated with the issuance of this MOA and providing the Women, Infants, and Children (WIC) Program services will be paid by the Department of Public Health (DPH) budget (9300061000). Sufficient appropriation is included in the 2025-26 budget and will be included in future recommended budgets.

BACKGROUND INFORMATION

This MOA will allow the County to provide WIC Program services on Fort Irwin, thereby improving access to WIC services for eligible participants residing at Fort Irwin.

The County, through its Department of Public Health (DPH), administers the WIC Program, a federally funded nutrition education and food supplementation program serving low-income

**Memorandum of Agreement with United States Army Garrison-Fort Irwin
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June 9, 2026**

pregnant, breastfeeding, and postpartum women, as well as infants and children up to five years of age who are at nutritional and medical risk.

The United States Army Garrison-Fort Irwin (USAG-FI) is located approximately 39 miles from the County's Barstow WIC service site and approximately 70 miles from the County's Victorville WIC service site, which are currently the two closest WIC service locations available to Fort Irwin residents. Establishing a WIC service site on USAG-FI would improve access to WIC services for eligible participants residing in that area.

The MOA provides that the USAG-FI, through its Directorate of Public Works, Real Property Office, will coordinate and provide the County, at no cost for the duration of the MOA, with designated office space in Building 1317, Room 109, consisting of approximately 20 feet by 40 feet, sufficient for a minimum of five workstations, along with an adjacent secured storage closet (collectively, the "Use Area") for the County's exclusive use during WIC service hours, as identified in Exhibit "A," and will provide keys for access. The County will also have no-cost access to shared building amenities, including conference rooms, break rooms, restrooms, and common areas, as well as a compliant private lactation room located near the WIC work area with appropriate furnishings, electricity, and access to a sink with running water. The USAG-FI will coordinate with its Network Enterprise Center (NEC), as necessary, to allow for network installations, act as liaison between the USAG-FI and the County, and will not be responsible for any lost or damaged County personal property in the Use Area unless caused by the USAG-FI or its employees, contractors, or agents.

DPH has requested that the Real Estate Services Department (RESA) submit this MOA to provide WIC services at Fort Irwin on the first four Thursdays of each month from 8:30 a.m. to 4:00 p.m., with daily closure from 11:30 a.m. to 12:30 p.m., excluding holidays and emergencies. The County will also conduct WIC outreach using available Fort Irwin outlets.

The project to approve the MOA was reviewed pursuant to the California Environmental Quality Act (CEQA) and determined to be categorically exempt under Section 15301 - Existing Facilities (Class 1), because the Memorandum of Agreement involves the use of existing facilities with negligible or no expansion of existing use.

**Summary of Memorandum
of Agreement Terms**

Licensors:	U.S. Army Garrison-Fort Irwin
Location:	Fort Irwin, Army Base
Size:	Office space in Building 1317, Room 109, consisting of approximately 800 square feet (20 by 40 feet), sufficient for a minimum of five workstations, an adjacent secured storage closet, and one dedicated lactation room
Term:	10 years, commencing July 1, 2026 through June 30, 2036
Options:	None
Custodial:	County

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June 9, 2026**

Maintenance:	Provided by USAG-FI
Utilities:	Provided by USAG-FI
Insurance:	The Certificate of Liability Insurance as required by the MOA, will be obtained by RESD prior to occupancy
Holdover:	County does not have the right to holdover
Right to Terminate:	Either Party with 30 days' notice
Parking:	Sufficient for County needs

PROCUREMENT

Not applicable.

REVIEW BY OTHERS

This item has been reviewed by County Counsel (John Tubbs II, Deputy County Counsel, 387-5455) on May 12, 2026; Public Health (Janki Patel, Acting Director, 387-9146) on May 13, 2026; Purchasing (Ariel Gill, Supervising Buyer, 387-2070) on May 8, 2026; and County Finance and Administration (Iliana Rodriguez, 386-8392, and Eduardo Mora, 387-4376, Administrative Analysts) on May 20, 2026.

(PHL: 665-4890)

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Record of Action of the Board of Supervisors
San Bernardino County

APPROVED (CONSENT CALENDAR)

Moved: Joe Baca, Jr. Seconded: Curt Hagman

Ayes: Col. Paul Cook (Ret.), Jesse Armendarez, Dawn Rowe, Curt Hagman, Joe Baca, Jr.

Lynna Monell, CLERK OF THE BOARD

BY 
DATED: June 9, 2026



cc: RESD - Thompson w/agree for sign
Contractor - c/o RESD w/agree
File - w/agree
MBA 06/24/2026