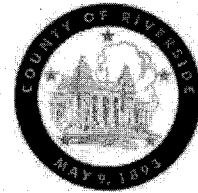


SUBMITTAL TO THE BOARD OF SUPERVISORS  
COUNTY OF RIVERSIDE, STATE OF CALIFORNIA



ITEM  
3.13  
(ID # 3696)

**MEETING DATE:**

Tuesday, May 2, 2017

**FROM :** ECONOMIC DEVELOPMENT AGENCY (EDA) AND DEPARTMENT OF CHILD SUPPORT SERVICES :

**SUBJECT:** ECONOMIC DEVELOPMENT AGENCY (EDA) AND DEPARTMENT OF CHILD SUPPORT SERVICES: Department of Child Support Services Indio Lobby and Office Remodel – California Environmental Quality Act Exempt, Approval of In-Principle and Preliminary Project Budget, District 4. [\$2,557,620 – Federal Funds 66% and State Funds 34%]

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

1. Approve and include the Department of Child Support Services (DCSS) Indio Lobby and Office Remodel Project to the Capital Improvement Program (CIP) project list;
2. Find that the DCSS Indio Lobby and Office Remodel 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;

**ACTION:** Policy, CIP

Jeff Van Wagenen, Managing Director EDA

4/4/2017

David Kilgore

4/10/2017

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**MINUTES OF THE BOARD OF SUPERVISORS**

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

Ayes: Jeffries, Tavaglione, Washington and Ashley  
Nays: None  
Absent: None  
Date: May 2, 2017  
xc: EDA

Kecia Harper-Ihem  
Clerk of the Board

By:   
Deputy

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

3. Approve in-principle the DCSS Indio Lobby and Office Remodel Project located in Indio, California, to add eight new offices;
4. Approve a preliminary project budget of \$2,557,620 and authorize the use of State and Federal Funds, including reimbursement to the Economic Development Agency (EDA) for incurred project related expenses;
5. Delegate project management authority for the project to the Assistant County Executive Officer/EDA in accordance with applicable Board policies, including the authority to utilize consultants on the approved pre-qualified list for services in connection with the project, and are within the approved project budget; and
6. Authorize the Purchasing Department to execute the consultant services agreements for consultants that have been pre-qualified for services up to \$100,000 per project, per fiscal year, in accordance with applicable Board policies.

<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>	\$ 2,557,620	\$ 0	\$ 2,557,620	\$ 0
<b>NET COUNTY COST</b>	\$ 0	\$ 0	\$ 0	\$ 0
<b>SOURCE OF FUNDS:</b> Federal Funds 66% and State Funds 34%			<b>Budget Adjustment:</b> No	
			<b>For Fiscal Year:</b> 2016/17	

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

**BACKGROUND:**

**Summary**

The Department of Child Support Services is working to improve the ambiance and the efficiency of their Indio office by remodeling the lobby and associated offices. The project scope includes the addition of a Family Law Office, five interview rooms and a computer center adjacent to the lobby; creating a security guard station and a children's play area in the lobby. The public use restrooms will be remodeled to meet current Americans with Disabilities Act (ADA) regulations. The remodel of the associated offices will create eight new offices; remove some interior walls to create larger open office areas and add movable walls to allow for flexible room sizes.

In order to keep the project moving forward, avoid impacts and meet project schedule commitments, EDA recommends the Board of Supervisors (Board) approve the DCSS Indio Lobby and Office Remodel project. EDA will return to the Board under separate cover to

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approve the plans and specifications, authorization to solicit bids, and award the construction agreement.

With certainty, there is no possibility that the project may have a significant effect on the environment. The project will be the partial interior remodel of an existing building, with no expansion of the existing building footprint. The use of the facility would continue to provide child support services to the public and would not result in a change of use. It 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 include unusual circumstances which could have a potential significant effect on the environment. It 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. Therefore, the DCSS Indio Lobby and Office Remodel project is exempt as the project meets the scope and intent of the Common Sense Exemption identified in Section 15061 (b)(3) and Class 1 Categorical Exemption identified in Section 15301.

**Impact on Residents and Businesses**

The project will allow the Department of Child Support Services to offer additional client spaces such as the Family Law Office and the computer center. The project will upgrade the public restrooms to meet current ADA regulations.

**Additional Fiscal Information**


The approximate allocation of the preliminary project budget is as follows:

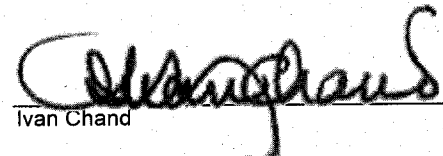
<b>PROJECT BUDGET LINE ITEMS</b>	<b>BUDGET CATEGORY</b>	<b>PROJECT BUDGET AMOUNT</b>
Architectural Design	1	79,730
Construction Management	2	20,150
Construction Contract	3	2,182,479
Construction Inspection	4	0
Project Management	5	20,000
Fixtures, Furnishings, Equipment	6	0
Other Soft Costs / Specialty Consultants	7	21,000
Project Contingency	8	232,511
Minor Construction/RCIT	9	1,750
<b>Preliminary Project Budget</b>		<b>\$ 2,557,620</b>

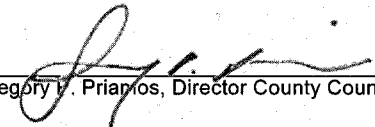
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To avoid loss of Federal and State funds, all costs associated with this Board action need to be billed in FY 2016/17 to meet State and Federal funding requirements and use of money. Funds are 66% funded by Federal and 34% funded by State funds, therefore no budget adjustment is required at this time.

RF:JV:VC:SP:AR:tv      FM08230008230      3696 - 13548  
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Rehini Dasika, Principal Management Analyst      4/24/2017

  
Ivan Chand      4/25/2017

  
Gregory V. Priamos, Director County Counsel      4/20/2017