

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



ITEM  
3.19  
(ID # 3709)

**MEETING DATE:**

Tuesday, May 23, 2017

**FROM :** ECONOMIC DEVELOPMENT AGENCY (EDA) AND RIVERSIDE COUNTY  
INFORMATION TECHNOLOGY :

**SUBJECT:** ECONOMIC DEVELOPMENT AGENCY: Riverside County Innovation Center 1st  
and 4th Floor Tenant Improvement Project - California Environmental Quality Act  
Exempt, Approval of In-Principle and Preliminary Project Budget, District 1.  
[\$500,000 - Riverside County Information Technology Operating Budget 100%]

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

1. Find that the Riverside County Innovation Center (RCIC) 1<sup>st</sup> and 4<sup>th</sup> Floor Tenant Improvement (TI) 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. Approve in-principle the RCIC 1<sup>st</sup> and 4<sup>th</sup> Floor TI Project located in Riverside, California, for construction of additional office space and a cyber security suite;

**ACTION:** Policy, CIP

Robert Field, Assistant County Executive Officer/EDA

3/28/2017

Steve Reneker, Chief Information Officer

3/29/2017

Ivan Chand

4/5/2017

---

**MINUTES OF THE BOARD OF SUPERVISORS**

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

**Ayes:** Jeffries, Tavaglione, Washington, Perez and Ashley  
**Nays:** None  
**Absent:** None  
**Date:** May 23, 2017  
**xc:** EDA, RCIT, Purchasing

Kecia Harper-Ihem  
Clerk of the Board

By:   
Deputy

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

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

3. Approve a preliminary project budget of \$500,000 and authorize the use of the Riverside County Information Technology (RCIT) Operating Budget, including reimbursement to the Economic Development Agency (EDA) for incurred project related expenses;
4. 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
5. Authorize the Purchasing Department to execute 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>	\$ 100,000	\$ 400,000	\$ 500,000	\$ 0
<b>NET COUNTY COST</b>	\$ 0	\$ 0	\$ 0	\$ 0
<b>SOURCE OF FUNDS:</b> RCIT Operating Budget – 100%			<b>Budget Adjustment:</b>	No
			<b>For Fiscal Year:</b>	2016/17-2017/18

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

**BACKGROUND:**

**Summary**

On July 2, 2013, Item 3-49, the Board of Supervisors (Board) approved the purchase of the former Press Enterprise building located at 3450 14th Street in Riverside which was renamed the Riverside County Innovation Center (RCIC). In order to accommodate RCIT and Human Resources (HR), tenant improvements were required and were completed in August 2014. RCIT is the primary tenant, though Riverside County HR and a private law firm occupy space within the building as well.

The final stages of RCIT consolidation and changes in business operations have created the need for space modifications. A reorganization of RCIT work groups will allow more efficiencies among team members and increase the collaborative environment. HR's County of Riverside (COR) Learning Center will be relocated to gain additional square footage for future growth and needed storage and will also provide space for RCIT to consolidate User Support and Help Desk staff. The project will create approximately 4,000 square feet of space to accommodate HR's Service Team. A Cyber Security Suite for the Countywide Information Security Office will be constructed to provide a 24/7, critical command center to protect the County's electronic systems from ever increasing cyber-attacks.

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

**BACKGROUND:**

**Summary (Continued)**

On August 18, 2015, Item 3-28, the Board approved a pre-qualified list of architectural and engineering firms to be retained on an as-needed basis. Due to their experience, EDA has selected TR Design Group of Riverside from the pre-qualified list to provide architectural and engineering design services for the project.

EDA plans to fast-track the design process and use the Job Order Contracting (JOC) project delivery method to expedite the completion of the project.

With certainty, there is no possibility that the RCIC 1<sup>st</sup> and 4<sup>th</sup> Floor TI project may have a significant effect on the environment. The project, as proposed, is limited to space modifications at the RCIC that will consist of the relocation of staff to allow work groups more efficiencies among team members and increase the collaborative environment. The use of the facility would continue to provide public services and would not result in an increase in capacity or intensity of use. 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. It 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. 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. Therefore, the RCIC 1<sup>st</sup> and 4<sup>th</sup> Floor TI 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 RCIC 1<sup>st</sup> and 4<sup>th</sup> Floor tenant improvements will increase work efficiencies for RCIT and HR and will improve HR's service to County employees. The Cyber Security Suite will greatly enhance the County's ability to identify and respond proactively to cyber security threats.

**Additional Fiscal Information**

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


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

<b>PROJECT BUDGET LINE ITEMS</b>	<b>BUDGET CATEGORY</b>	<b>PROJECT BUDGET AMOUNT</b>
Architectural Design	1	50,340
Construction Management	2	0
Construction Contract	3	255,750
Offsite Construction	4	0
Project Management	5	28,800
Fixtures, Furnishings, Equipment	6	40,000
Other Soft Costs / Specialty Consultants	7	27,255
Project Contingency	8	45,455
Minor Construction	9	52,400
<b>Preliminary Project Budget</b>		<b>\$500,000</b>

Expenditures for FY 2016/17 are estimated at \$100,000; expenditures for FY 2017/18 are estimated at \$ 400,000. All costs associated with this Board action will be 100% funded by the RCIT Operating Budget, therefore no budget adjustment is required at this time. This is a preliminary budget estimate and EDA will return to the Board with a final project budget after a construction cost has been established.

RF:JV:VC:SP:JA:mg      FM08740008226      3709-13538  
 S:\Project Management Office\FORM 11'S\In Process\3709 - 13538\_D4 - 008226 - RCIC 1st & 4thFI TI Proj - In-Principle & PreLim ProjBdgt\_041117.doc

  
 Nehini Basika, Principal Management Analyst      4/4/2017

  
 Gregory V. Priamos, Director County Counsel      3/29/2017

MINUTES OF THE BOARD OF SUPERVISORS  
COUNTY OF RIVERSIDE, STATE OF CALIFORNIA



**3-25**

On motion of Supervisor Jeffries, seconded by Supervisor Ashley and duly carried by unanimous vote, IT WAS ORDERED that the recommendation from Economic Development Agency regarding Riverside County Innovation Center 1st and 4th Floor Tenant Improvement Project - California Environmental Quality Act Exempt, Approval of In-Principle and Preliminary Project Budget, District 1, is continued to Tuesday, May 23, 2017 at 9:00 a.m. or as soon as possible thereafter.

Roll Call:

Ayes: Jeffries, Tavaglione, Washington and Ashley  
Nays: None  
Absent: None

I hereby certify that the foregoing is a full true, and correct copy of an order made and entered on April 11, 2017 of Supervisors Minutes.

WITNESS my hand and the seal of the Board of Supervisors  
Dated: April 11, 2017  
Kecia Harper-Ihem, Clerk of the Board of Supervisors, in  
and for the County of Riverside, State of California.

(seal)

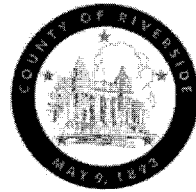
By:  Deputy

AGENDA NO.

~~3-25~~

xc: EDA, CQB

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



**ITEM**  
3.25  
(ID # 3709)

**MEETING DATE:**

Tuesday, April 11, 2017

**FROM:** ECONOMIC DEVELOPMENT AGENCY (EDA) AND RIVERSIDE COUNTY  
INFORMATION TECHNOLOGY:

**SUBJECT:** ECONOMIC DEVELOPMENT AGENCY: Riverside County Innovation Center 1st and 4th Floor Tenant Improvement Project - California Environmental Quality Act Exempt, Approval of In-Principle and Preliminary Project Budget, District 1. [\$500,000 - Riverside County Information Technology Operating Budget 100%]

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

1. Find that the Riverside County Innovation Center (RCIC) 1<sup>st</sup> and 4<sup>th</sup> Floor Tenant Improvement (TI) 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. Approve in-principle the RCIC 1<sup>st</sup> and 4<sup>th</sup> Floor TI Project located in Riverside, California, for construction of additional office space and a cyber security suite;

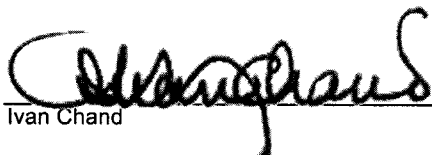
**ACTION:** Policy, CIP

  
Robert Field, Assistant County Executive Officer/EDA

3/28/2017

  
Steve Reneker, Chief Information Officer

3/29/2017

  
Ivan Chand

4/5/2017

---

**MINUTES OF THE BOARD OF SUPERVISORS**

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

<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>	\$ 100,000	\$ 400,000	\$ 500,000	\$ 0
<b>NET COUNTY COST</b>	\$ 0	\$ 0	\$ 0	\$ 0
<b>SOURCE OF FUNDS:</b> RCIT Operating Budget – 100%			<b>Budget Adjustment:</b>	No
			<b>For Fiscal Year:</b>	2016/17-2017/18

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

3. Approve a preliminary project budget of \$500,000 and authorize the use of the Riverside County Information Technology (RCIT) Operating Budget, including reimbursement to the Economic Development Agency (EDA) for incurred project related expenses;
4. 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
5. Authorize the Purchasing Department to execute 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.

**BACKGROUND:**

**Summary**

On July 2, 2013, Item 3-49, the Board of Supervisors (Board) approved the purchase of the former Press Enterprise building located at 3450 14th Street in Riverside which was renamed the Riverside County Innovation Center (RCIC). In order to accommodate RCIT and Human Resources (HR), tenant improvements were required and were completed in August 2014. RCIT is the primary tenant, though Riverside County HR and a private law firm occupy space within the building as well.

The final stages of RCIT consolidation and changes in business operations have created the need for space modifications. A reorganization of RCIT work groups will allow more efficiencies among team members and increase the collaborative environment. HR's County of Riverside (COR) Learning Center will be relocated to gain additional square footage for future growth and needed storage and will also provide space for RCIT to consolidate User Support and Help Desk staff. The project will create approximately 4,000 square feet of space to accommodate HR's Service Team. A Cyber Security Suite for the Countywide Information Security Office will be constructed to provide a 24/7, critical command center to protect the County's electronic systems from ever increasing cyber-attacks.

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

On August 18, 2015, Item 3-28, the Board approved a pre-qualified list of architectural and engineering firms to be retained on an as-needed basis. Due to their experience, EDA has selected TR Design Group of Riverside from the pre-qualified list to provide architectural and engineering design services for the project.

EDA plans to fast-track the design process and use the Job Order Contracting (JOC) project delivery method to expedite the completion of the project.

(Continued on Page 3)

**BACKGROUND:**

**Summary (Continued)**

With certainty, there is no possibility that the RCIC 1<sup>st</sup> and 4<sup>th</sup> Floor TI project may have a significant effect on the environment. The project, as proposed, is limited to space modifications at the RCIC that will consist of the relocation of staff to allow work groups more efficiencies among team members and increase the collaborative environment. The use of the facility would continue to provide public services and would not result in an increase in capacity or intensity of use. 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. It 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. 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. Therefore, the RCIC 1<sup>st</sup> and 4<sup>th</sup> Floor TI 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 RCIC 1<sup>st</sup> and 4<sup>th</sup> Floor tenant improvements will increase work efficiencies for RCIT and HR and will improve HR's service to County employees. The Cyber Security Suite will greatly enhance the County's ability to identify and respond proactively to cyber security threats.

**Additional Fiscal Information**

(Commences on Page 4)



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

**Additional Fiscal Information**

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

PROJECT BUDGET LINE ITEMS	BUDGET CATEGORY	PROJECT BUDGET AMOUNT
Architectural Design	1	50,340
Construction Management	2	0
Construction Contract	3	255,750
Offsite Construction	4	0
Project Management	5	28,800
Fixtures, Furnishings, Equipment	6	40,000
Other Soft Costs / Specialty Consultants	7	27,255
Project Contingency	8	45,455
Minor Construction	9	52,400
<b>Preliminary Project Budget</b>		<b>\$500,000</b>

Expenditures for FY 2016/17 are estimated at \$100,000; expenditures for FY 2017/18 are estimated at \$ 400,000. All costs associated with this Board action will be 100% funded by the RCIT Operating Budget, therefore no budget adjustment is required at this time. This is a preliminary budget estimate and EDA will return to the Board with a final project budget after a construction cost has been established.

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

S:\Project Management Office\FORM 11'S\FORM 11's in Process\3709 - 13538\_D4 - 008226 - RCIC 1st & 4th FI TI Proj - In-Principle  
& PreLim ProjBdgt\_041117.doc



Rohini Dasika, Principal Management Analyst

4/4/2017



Gregory V. Priamos, Director County Counsel

3/29/2017