

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



ITEM
3.15
(ID # 9513)

MEETING DATE:

Tuesday, May 21, 2019

FROM : ECONOMIC DEVELOPMENT AGENCY (EDA) AND DEPARTMENT OF PUBLIC SOCIAL SERVICES (DPSS) :

SUBJECT: ECONOMIC DEVELOPMENT AGENCY (EDA) AND DEPARTMENT OF PUBLIC SOCIAL SERVICES: Department of Public Social Services 3rd Street Emergency Family Shelter Renovation - California Environmental Quality Act Exempt, Approval of In-Principle and Preliminary Project Budget, District 1. [\$1,104,921 - Homeless Emergency Aid Program (HEAP) Capital Improvement Grant - 100%]

RECOMMENDED MOTION: That the Board of Supervisors:

1. Approve the Department of Public Social Services 3rd Street Emergency Family Shelter Renovation (DPSS 3rd Street Shelter Renovation) Project for inclusion on the Capital Improvement Program (CIP) project list;
2. Find that the Project is exempt from the California Environmental Quality Act (CEQA) pursuant to State CEQA Guidelines Section 15301, Class I Existing Facilities Exemption and Section 15061 (b)(3) "Common Sense" Exemption;
3. Approve in-principle, the DPSS 3rd Street Shelter Renovation Project located at 2530 3rd Street in Riverside; to provide renovation of restroom and showers, mechanical and plumbing systems, and other minor construction;

Continued on page 2

ACTION: Policy, CIP



Heidi Marshall, Managing Director


Sarah S. Mack, Asst. County Executive Officer

MINUTES OF THE BOARD OF SUPERVISORS

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

Ayes: Jeffries, Spiegel, Washington, Perez and Hewitt
Nays: None
Absent: None
Date: May 21, 2019
xc: EDA, Purchasing, DPSS

Kecia Harper
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:

4. Approve the preliminary project budget in the amount not to exceed of \$1,104,921 for the Project;
5. Authorize use of the HEAP Capital Improvement Grant not to exceed \$1,104,921, including reimbursement to the Economic Development Agency (EDA) for incurred project related expenses;
6. Delegate project management authority for the Project to the Assistant County Executive Officer/ECD 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 within the approved project budget; and
7. Authorize the Purchasing Agent to execute pre-qualified consultant service agreements not to exceed \$100,000 per pre-qualified consultant, per fiscal year, in accordance with applicable Board policies for this project, and the sum of all project contracts shall not exceed \$1,104,921.

FINANCIAL DATA	Current Fiscal Year:	Next Fiscal Year:	Total Cost:	Ongoing Cost
COST	\$ 50,000	\$ 1,054,921	\$ 1,104,921	\$ 0
NET COUNTY COST	\$ 0	\$ 0	\$ 0	\$ 0
SOURCE OF FUNDS: HEAP Capital Improvement Grant – 100%			Budget Adjustment: No	
			For Fiscal Year: 2018/19-2019/20	

C.E.O. RECOMMENDATION: Approve

BACKGROUND:

Summary

The DPSS 3rd Street Emergency Family Shelter is a County-owned, safe haven facility administered by DPSS and operated by Path of Life Ministries (POLM), serving homeless single parents with children, couples with children and single women since 2005. The shelter is in a dorm setting and has 50 beds. A shelter stay is between 30 and 60 days with a possibility of an additional 30 day stay. The shelter is open to shelter guests from 4:00 p.m. to 7:45 a.m. daily and provides required case management, life skills workshops, hot meals, showers, and a laundry facility. In addition, POLM assists with housing, employment and income issues and includes a savings program. In order to protect the safety of the residents and community, all adult shelter guests are required to be drug tested and have a background check conducted. The goal of the services is to help families prepare to move towards self-reliance.

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

BACKGROUND:

Summary (Continued)

Although the facility has been regularly maintained, repairs are needed to ensure safe and effective long-term operations within the facility. The scope of work to the DPSS 3rd Street Shelter Renovation Project includes but is not limited to: restroom and shower renovation, HVAC system upgrade; and new flooring, ceiling and kitchen finishes. All work will be completed in compliance with applicable building codes and health and life safety requirements.

Pursuant to CEQA, the DPSS 3rd Street Shelter Renovation Project was reviewed and determined to be categorically exempt under CEQA Guidelines Section 15301 Class I Existing Facilities Exemption and Section 15061(b)(3), General Rule or "Common Sense" Exemption. With certainty, there is no possibility that the project may have a significant effect on the environment. The Project, as proposed, is limited to repairs and improvements within an existing County-owned facility. The repairs and improvements to the shelter would not alter the function of the facility and would allow for the continued safe and efficient use of the facility that is providing public services. A Notice of Exemption will be filed by EDA staff with the County Clerk within five days of Board approval.

EDA recommends the Board approve the DPSS 3rd Street Shelter Renovation Project and preliminary project budget in the amount not to exceed of \$1,104,921 to move forward with the development of the project and meet project budget deadlines due to Grant funding.

Impact on Residents and Businesses

The renovation of the Project will provide a safe and efficient environment in which to serve the homeless needs of the community.

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Additional Fiscal Information


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

PROJECT BUDGET LINE ITEMS	CATEGORY	PROJECT BUDGET AMOUNT
Architectural Design	1	78,750
Construction Management	2	0
Construction Contract	3	481,000
Offsite Construction	4	0
Project Management	5	70,000
Fixtures, Furnishings, Equipment	6	40,000
Other Soft Costs / Specialty Consultants	7	57,445
Project Contingency	8	344,276
Minor Construction	9	33,450
Preliminary Project Budget		\$ 1,104,921

All costs associated with this Board action will be 100% funded through the State of California's HEAP Capital Improvement Grant. Expenditures for FY 2018/19 are estimated at \$50,000; and expenditures for FY 2019/20 are estimated at \$1,054,921.

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Nehini Davika, Principal Management Analyst 5/13/2019


Teresa Summers, Director of Purchasing 5/2/2019


Gregory Priamos, Director County Counsel 5/9/2019