

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



ITEM  
3.10  
(ID # 9748)

**MEETING DATE:**

Tuesday, June 18, 2019

**FROM :** ECONOMIC DEVELOPMENT AGENCY (EDA):

**SUBJECT:** ECONOMIC DEVELOPMENT AGENCY (EDA): Canyon Lake Library Tenant Improvement Project – California Environmental Quality Act Exempt, Approval of In-Principle and Preliminary Project Budget, District 1. [\$1,296,023 - Library Fund - 100%]

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

1. Approve the Canyon Lake Library Tenant Improvement (Canyon Lake T.I.) Project for inclusion in the Capital Improvement Program (CIP);
2. Find that the Project is exempt from the California Environmental Quality Act (CEQA) pursuant to State CEQA Guidelines Sections 15301 – Class 1 Existing Facilities Exemption and 15061 (b)(3) “Common Sense” Exemption;
3. Approve in-principle, the Canyon Lake T.I. Project located at 31594 Railroad Canyon Road, in Canyon Lake; for renovation of approximately 17,000 square feet of the building;

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**ACTION: Policy, CIP**

Robert Field, Assistant County Executive Officer/ECD 5/29/2019

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**MINUTES OF THE BOARD OF SUPERVISORS**

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

Ayes: Spiegel, Washington, Perez and Hewitt  
Nays: None  
Absent: None  
Disqualify: Jeffries  
Date: June 18, 2019  
xc: EDA, Purchasing

Kecia Harper  
Clerk of the Board

By:   
Deputy

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

4. Approve the preliminary project budget in the amount not to exceed of \$1,296,023 for the Project;
5. Authorize use of the Library Fund not to exceed \$1,296,023, 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 \$1,296,023.

<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>	\$ 0	\$ 950,000	\$ 1,296,023	\$ 0
<b>NET COUNTY COST</b>	\$ 0	\$ 0	\$ 0	\$ 0
<b>SOURCE OF FUNDS:</b> Library Fund – 100%			<b>Budget Adjustment:</b> No	
			<b>For Fiscal Year:</b> 2019/20-2020/21	

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

**BACKGROUND:**

**Summary**

In March of 2000, the Riverside County Library System (RCLS) opened an approximate 1,866 square-foot library within the City of Canyon Lake's City Hall building located at 31516 Railroad Canyon Road. The existing library employs five staff members and services approximately 54,000 patrons per year.

On April 9, 2019, Item 3.3, the Board of Supervisors (Board) approved the acquisition of the property located at 31594 Railroad Canyon Road. The subject property is a 3,394 square-foot professional office building located within the Canyon Lake Towne Center. The new location allows for a dedicated public library building, increased space for the collection and provision of enhanced educational, cultural and civic related programs. EDA will initiate design to ensure the building and all future improvements are to current building and Americans with Disabilities Act (ADA) standards.

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**BACKGROUND:**

**Summary (Continued)**

EDA recommends the Board approve the Canyon Lake T.I. Project and preliminary project budget in the amount not to exceed of \$1,296,023. After full building and fire review and approval, EDA will pursue the most cost effective project delivery method and award in accordance with applicable Board policies.

Pursuant to CEQA, the Canyon Lake T.I. Project was reviewed and determined to be categorically exempt under State CEQA Guidelines Sections 15301, Class 1 Existing Facilities Exemption; and Section 15061(b)(3), General Rule or "Common Sense" Exemption. The Project, as proposed, is limited to minor repairs, interior and exterior alterations and new finishes within an existing building. The improvements will not alter the existing building footprint and will not substantially increase the capacity of library services being provided at the Canyon Lake Towne Center.

With certainty, there is no possibility that the activity in question may have a significant effect on the environment because it merely involves minor repairs and alterations to an existing facility to provide necessary upgrades to allow for better use and functioning of the property. A Notice of Exemption will be filed by EDA staff with the County Clerk within five days of Board approval.

**Impact on Residents and Businesses**

The Canyon Lake T.I. Project will enhance the overall welfare of the community through a larger and dedicated location for patrons, as well as increased and enhanced personal enrichment classes and programs.

(Continued)

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**Additional Fiscal Information**


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


<b>PROJECT BUDGET LINE ITEMS</b>	<b>CATEGORY</b>	<b>PROJECT BUDGET AMOUNT</b>
Architectural Design	1	82,368
Construction Management	2	0
Construction Contract	3	660,000
Offsite Construction	4	0
Project Management	5	37,752
Fixtures, Furnishings, Equipment	6	264,000
Other Soft Costs / Specialty Consultants	7	66,342
Project Contingency	8	159,161
Minor Construction	9	26,400
<b>Preliminary Project Budget</b>		<b>\$1,296,023</b>

All costs associated with this Board action item will be 100% funded through the Library Fund. Expenditures for FY 2019/20 are estimated at \$950,000; expenditures for FY 2020/21 are estimated at \$346,023.

RF:JV:VC:SP:RM:ES:mg                      FM08190009881                      9748-13988  
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Nehini Lasika, Principal Management Analyst                      6/10/2019

  
Teresa Summers, Director of Purchasing                      5/16/2019

  
Gregory V. Priamos, Director County Counsel                      6/5/2019