

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



**ITEM: 3.10
(ID # 14018)**

MEETING DATE:
Tuesday, January 26, 2021

FROM: FACILITIES MANAGEMENT AND DEPARTMENT OF PUBLIC SOCIAL SERVICES:

SUBJECT: FACILITIES MANAGEMENT (FM) AND DEPARTMENT OF PUBLIC SOCIAL SERVICES: Department of Public Social Services County Circle Administration Elevator Upgrade Project – California Environmental Quality Act Exempt, Approval of In-Principle and Preliminary Project Budget, District 1. [\$500,000 – Federal-55%, Realignment-23%, State-18%, General Fund-4%]

RECOMMENDED MOTION: That the Board of Supervisors:

1. Approve the Department of Public Social Services County Circle Administration Elevator Upgrade (DPSS County Circle Administration Elevator) 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 Section 15301, Class 1 Existing Facilities Exemption, Section 15302 Class 2 Replacement or Reconstruction Exemption, and Section 15061 (b)(3) "Common Sense" Exemption;
3. Approve in-principle the DPSS County Circle Administration Elevator Project located in Riverside, California; to upgrade and refurbish the two existing elevators;

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ACTION: Policy, CIP


Rose Salgado, Director of Facilities Management 1/13/2021


Sayon Baldwin, DPSS Director 1/14/2021

MINUTES OF THE BOARD OF SUPERVISORS

On motion of Supervisor Hewitt, seconded by Supervisor Spiegel 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: January 26, 2021
xc: FM, DPSS, Purchasing

Kecia R. 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 \$500,000 for the Project;
5. Authorize use of Federal, Realignment, State and General Fund not to exceed \$500,000, including reimbursement to Facilities Management (FM) for incurred project related expenses;
6. Delegate project management authority for the Project to the Director of Facilities Management 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
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 \$500,000.

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FINANCIAL DATA	Current Fiscal Year:	Next Fiscal Year:	Total Cost:	Ongoing Cost
COST	\$ 166,666	\$ 166,666	\$ 500,000	\$ 0
NET COUNTY COST	\$ 6,667	\$ 6,667	\$ 20,000	\$ 0
SOURCE OF FUNDS: Federal - 55%, Realignment – 23% State - 18%, General Fund - 4%			Budget Adjustment: No	
			For Fiscal Year: 2020/21 - 22/23	

C.E.O. RECOMMENDATION: Approve.

BACKGROUND:

Summary

The DPSS County Circle Administration facility was constructed in 1987. The facility’s two elevators have long outlived their mechanical life and need to be replaced or modernized. On numerous occasions the elevators have broken down or have been trapped between floors with staff or visitors inside. In addition, Elevator No. 2 has sustained damage due to water intrusion from the exterior of the building.

Facilities Management (FM) requests the Board of Supervisors (Board) approve the DPSS County Circle Administration Elevator Project and the preliminary project budget of \$500,000. FM will procure a design firm to provide plans and specifications for the upgrade and refurbishment of the elevators and then determine the best cost-effective delivery method for the Project.

With certainty, there is no possibility that the DPSS County Circle Administration Elevator Project may have a significant effect on the environment. The Project, as proposed, is limited to the design, procurement, and refurbishment of two elevators at the DPSS Administration building. The refurbishment would not alter the use of the facility, would not require any expansion of service or facilities, and would not result in an increase in capacity or intensity of use beyond what was previously found to be exempt.

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.

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BACKGROUND:

Summary (Continued)

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 DPSS County Circle Administration Elevator 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. A Notice of Exemption will be filed by FM staff within five days of Board approval.

Impact on Residents and Businesses

The DPSS County Circle Administration Elevator Project will modernize the elevators to improve the safety of the staff, program clientele, and the community.

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	68,000
Construction Management	2	0
Construction Contract	3	351,045
Offsite Construction	4	0
Project Management	5	20,000
Fixtures, Furnishings, Equipment	6	0
Other Soft Costs / Specialty Consultants	7	15,500
Project Contingency	8	45,455
Preliminary Project Budget		\$ 500,000

All costs associated with this Board action will be funded through 55% Federal, 23% Realignment, 18% State and 4% General Fund. DPSS is required to claim expenses back to the State over three fiscal years; therefore, expenditures for FY 2020/21 are estimated at \$166,666; expenditures for FY 2021/22 are estimated at \$166,666; and expenditures for FY 2022/23 are estimated at \$166,668.

RS:VC:SP:JA:DL:mj FM08510010804 MT #14018
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Approval In-Princ & Prelim ProjBdgt_012621.doc

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Suzanna Heckley, Assistant Director of Purchasing and Fleet Service 12/29/2020


Steven Atkeson 1/18/2021


Gregory V. Priarios, Director County Counsel 1/14/2021

Riverside County
Facilities Management
3133 Mission Inn Avenue, Riverside, CA 92507

COPY
to be filed by FM

NOTICE OF EXEMPTION

November 23, 2020

Project Name: DPSS County Circle Administration Elevator Upgrade Project

Project Number: FM08510010804

Project Location: 4060 County Circle Drive, east of Tyler Street, Riverside, APN: 145-200-017

Description of Project: The Riverside County Department of Public Social Services (DPSS) has occupied the facility in Riverside, located at 4060 County Circle Drive, since its construction in 1987. The facility's two elevators have long outlived their mechanical life and need to be replaced or modernized. On numerous occasions the elevators have broken down or have been trapped between floors with staff or visitors inside. In addition, Elevator No. 2 has sustained damage due to water intrusion from the exterior of the building. The proposed upgrade and replacement of the existing elevator system at the DPSS facility is identified as the proposed project under the California Environmental Quality Act (CEQA). The operation of the facility will continue to provide public services and will not result in an expansion of existing use. No additional direct or indirect physical environmental impacts are anticipated.

Name of Public Agency Approving Project: Riverside County

Name of Person or Agency Carrying Out Project: Riverside County Facilities Management

Exempt Status: State California Environmental Quality Act (CEQA) Guidelines, Section 15301 Existing Facilities Exemption; Section 15302 Replacement or Reconstruction, and 15061(b) (3), General Rule or "Common Sense" Exemption, Codified under Title 14, Articles 5 and 19, Sections 15061, 15301, and 15302.

Reasons Why Project is Exempt: The proposed project is categorically exempt from the provisions of CEQA specifically by the State CEQA Guidelines as identified below. 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. 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 the possibility of having a 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. No significant environmental impacts are anticipated to occur with the repair and replacement of the elevator system at the DPSS facility.

- **Section 15301 –Existing Facilities:** This Class 1 categorical exemption includes the operation, repair, maintenance, leasing, or minor alteration of existing public or private structures or facilities, provided the exemption only involves negligible or no expansion of the previous site’s use. The project, as proposed, is limited the repair and replacement of an existing elevator system at an existing building to provide operational functionality. The use of the facility would continue to provide public services and would not result in a significant increase in capacity or intensity of use. Therefore, the project is exempt as it meets the scope and intent of the Categorical Exemption identified in Section 15301, Article 19, Categorical Exemptions of the CEQA Guidelines.
- **Section 15302 (c) –Replacement or Reconstruction:** This Class 2 categorical exemption consists of the replacement or reconstruction of existing structures and facilities where the new structure will be located on the same site as the structure replaced and will have substantially the same purpose and capacity as the structure replaced. Under (c), replacement or reconstruction of existing utility systems and/or facilities involving negligible or no expansion of capacity. The project, as proposed, is the replacement of an existing elevator system that provides access to the facility. However, the existing two elevators are old and in constant need of repair. The elevators are part of an existing facility that provides public services and the upgrade and refurbishment of the two elevators will have the same purpose as the existing system. The upgraded elevators would not increase the capacity of the existing mechanical system at the facility. Therefore, the project is exempt as it meets the scope and intent of the Categorical Exemption identified in Section 15302, Article 19, Categorical Exemptions of the CEQA Guidelines.
- **Section 15061 (b) (3) – “Common Sense” Exemption:** In accordance with CEQA, the use of the Common Sense Exemption is based on the “general rule that CEQA applies only to projects which have the potential for causing a significant effect on the environment.” State CEQA Guidelines, Section 15061(b) (3). The use of this exemption is appropriate if “it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment.” *Ibid*. This determination is an issue of fact and if sufficient evidence exists in the record that the activity cannot have a significant effect on the environment, then the exemption applies and no further evaluation under CEQA is required. See *No Oil, Inc. v. City of Los Angeles* (1974) 13 Cal. 3d 68. The ruling in this case stated that if a project falls within a category exempt by administrative regulation or 'it can be seen with certainty that the activity in question will not have a significant effect on the environment', no further agency evaluation is required. With certainty, there is no possibility that the project may have a significant effect on the environment. The proposed improvements will not result in any direct or indirect physical environmental impacts. The use of the facility would remain unchanged, continuing to provide public services. Therefore, in no way, would the project as proposed have the potential to cause a significant environmental impact and the project is exempt from further CEQA analysis.

Based upon the identified exemptions above, the County of Riverside, Facilities Management hereby concludes that no physical environmental impacts are anticipated to occur and the project as proposed is exempt under CEQA. No further environmental analysis is warranted.

Signed:  Date: 11-23-2020

Mike Sullivan, Senior Environmental Planner
County of Riverside, Facilities Management