

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



ITEM: 3.12
(ID # 14716)

MEETING DATE:
Tuesday, April 27, 2021

FROM: FACILITIES MANAGEMENT AND DEPARTMENT OF PUBLIC SOCIAL SERVICES:

SUBJECT: FACILITIES MANAGEMENT (FM) AND DEPARTMENT OF PUBLIC SOCIAL SERVICES (DPSS): Department of Public Social Services Administration 2nd Floor Refresh Project - California Environmental Quality Act Exempt, Approval of In-Principle and Preliminary Project Budget, District 1. [\$470,942 – Federal-55%, State-18%, Realignment-23%, DPSS Department Budget-General Fund-4%]

RECOMMENDED MOTION: That the Board of Supervisors:

1. Approve the Riverside County Department of Public Social Services Administration 2nd Floor Refresh (DPSS Admin 2nd Floor Refresh) Project for inclusion in the Capital Improvement Program (CIP);
2. Find that the DPSS Admin 2nd Floor Refresh 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;

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ACTION: Policy, CIP

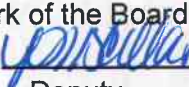

Rose Salgado, Director of Facilities Management 4/1/2021


Sayori Baldwin, DPSS Director 4/5/2021

MINUTES OF THE BOARD OF SUPERVISORS

On motion of Supervisor Perez, seconded by Supervisor Washington 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: April 27, 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:

3. Approve in-principle the DPSS Admin 2nd Floor Refresh Project at 4060 County Circle Drive in Riverside, California; to replace flooring, re-paint, install new bathroom fixtures, countertops and toilet partitions;
4. Approve a preliminary project budget in the not to exceed amount of \$470,942 for the Project;
5. Authorize the use of Federal, State, Realignment and the DPSS Department Budget-General Fund in the not to exceed amount of \$470,942 for the Project, 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 the Project, and the sum of all project contracts shall not exceed \$470,942.

Continued on Page 3

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FINANCIAL DATA	Current Fiscal Year:	Next Fiscal Year:	Total Cost:	Ongoing Cost
COST	\$ 156,981	\$ 156,981	\$ 470,942	\$ 0
NET COUNTY COST	\$ 6,279	\$ 6,279	\$ 18,838	\$ 0
SOURCE OF FUNDS: Federal-55%, State-18%, Realignment-23%, DPSS Department Budget-General Fund-4%			Budget Adjustment: No	
			For Fiscal Year: 2020/21–2022/23	

C.E.O. RECOMMENDATION: Approve.

BACKGROUND:

Summary

The DPSS Administration facility located at 4060 County Circle Drive in Riverside was constructed in 1987. The facility's 2nd floor is in need of a refresh due to the age and wear on the flooring and restrooms. The scope of work for the project includes but is not limited to the replacement of carpet and tile, installation of new restroom fixtures and countertops; toilet partitions and re-painting of the entire floor.

Facilities Management (FM) requests the Board of Supervisors (Board) approve the DPSS Admin 2nd Floor Refresh Project and the preliminary project budget of \$470,942. FM intends to use the best cost-effective project delivery method to expedite the completion of the project.

With certainty, there is no possibility that the DPSS Admin 2nd Floor Refresh Project may have a significant effect on the environment. The Project, as proposed, is limited to the replacement of carpet, tile, restroom fixtures, restroom countertops, toilet partitions and a re-painting of the 2nd floor. The refresh 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. 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 Admin 2nd Floor Refresh 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

Commences on Page 4

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STATE OF CALIFORNIA**

Impact on Residents and Businesses

The DPSS Admin 2nd Floor Refresh Project will improve the environment of the staff and program clientele.

Additional Fiscal Information

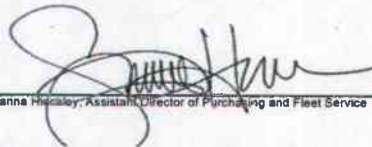
The approximate allocation of the preliminary project budget is as follows:

PROJECT BUDGET LINE ITEMS	CATEGORY	PROJECT BUDGET AMOUNT
Architectural Design	1	7,500
Construction Management	2	0
Construction Contracts	3	396,229
Offsite Construction	4	0
Project Management	5	16,900
Fixtures, Furnishings, Equipment	6	0
Other Soft Costs/Specialty Consultants	7	7,500
Project Contingency	8	42,813
Minor Construction	9	0
Preliminary Project Budget		\$ 470,942

All costs associated with this Board action will be funded through 55%-Federal, 18%-State, 23%-Realignment, and 4%-DPSS Department Budget-General Fund. DPSS is required to claim expenses back to State over three fiscal years; therefore, expenditures for FY 2020/21 are estimated at \$156,981; expenditures for FY 2021/22 are estimated at \$156,981; and expenditures for FY 2022/23 are estimated at \$156,980.

RS:VC:SP:JA:DL;mg FM05510011106 MT# 14716
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& Prelim Proj Bdgt_042721.doc

SUBMITTAL TO THE BOARD OF SUPERVISORS COUNTY OF RIVERSIDE,
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Suzanna Hickey, Assistant Director of Purchasing and Fleet Service

3/28/2021



Steven Atkeson

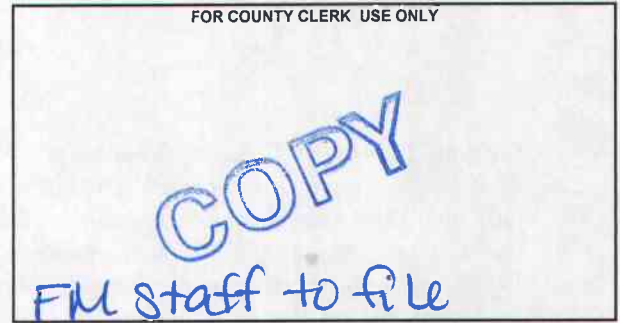
4/19/2021



Gregory V. Priamos, Director County Counsel

4/14/2021

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



NOTICE OF EXEMPTION

March 9, 2021

Project Name: Department of Public Social Services Administration (DPSS) 2nd Floor Refresh Project

Project Number: FM05510011106

Project Location: 4060 County Circle, north of Hole Avenue, Riverside, California 92503
Assessor's Parcel Number 145-200-017

Description of Project: The DPSS Administration facility located at 4060 County Circle Drive in Riverside was constructed in 1987. The facility's 2nd floor is in need of a refresh due to the age and wear on the flooring and restrooms. The scope of work for the project includes but is not limited to the replacement of carpet and tile, installation of new restroom fixtures and countertops; toilet partitions and re-painting of the entire floor. The tenant improvements to the DPSS Administration Building is identified as the proposed project under the California Environmental Quality Act (CEQA). The operation of the facility will continue to provide public services at the existing facility and will not result in a significant 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; and Section 15061(b) (3), General Rule or "Common Sense" Exemption, Codified under Title 14, Articles 5, and 19, Sections 15061, and 15301.

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 tenant improvements to the DPSS Administration Building.

- **Section 15301 (d)–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 improvements to the DPSS Administration Building are necessary in order to maintain an appropriate level of public services. The improvements at the existing facility would occur within the existing building footprint and would not increase the capacity or intensity of use of the facility and are exempt as they meet the scope and intent of the Categorical Exemption identified in Section 15301, 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 tenant improvements at the DPSS Administration Building are limited to the replacement of carpet, tile, restroom fixtures, restroom countertops, toilet partitions and a re-painting of the 2nd floor and will not result in any direct or indirect physical environmental impacts.

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: 3-9-2021

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