

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



**ITEM: 3.8
(ID # 17985)**

MEETING DATE:

Tuesday, March 08, 2022

FROM : FACILITIES MANAGEMENT:

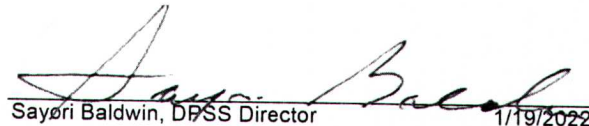
SUBJECT: FACILITIES MANAGEMENT (FM) AND DEPARTMENT OF PUBLIC SOCIAL SERVICES (DPSS): Approval of Exercise Option to Extend Lease with Bel Air Plaza, LTD - Department of Public Social Services, Two Year Extension, CEQA Exempt, District 5. [Total Cost \$1,201,481, Federal 50%, State 20%, County NCC 4%, Realignment 26%] (Clerk to file Notice of Exemption)

RECOMMENDED MOTION: That the Board of Supervisors:

1. 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, and Section 15061(b)(3), Common Sense exemption;
2. Approve the attached Exercise of Option to Extend notice, and authorize the Chair of the Board to execute the same on behalf of the County; and
3. Direct the Clerk of the Board to file the attached Notice of Exemption with the County Clerk within five working days of approval by the Board.

ACTION:Policy, CIP

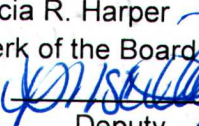

Rose Salgado, Director of Facilities Management 1/14/2022


Sayori Baldwin, DPSS Director 1/19/2022

MINUTES OF THE BOARD OF SUPERVISORS

On motion of Supervisor Spiegel, seconded by Supervisor Perez 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: March 8, 2022
xc: FM, DPSS, Recorder

Kecia R. Harper
Clerk of the Board
By: 
Deputy

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STATE OF CALIFORNIA**

FINANCIAL DATA	Current Fiscal Year:	Next Fiscal Year:	Total Cost:	Ongoing Cost
COST	\$ 0	\$595,513	\$1,201,481	\$ 0
NET COUNTY COST	\$ 0	\$23,821	\$48,059	\$ 0
SOURCE OF FUNDS: Federal 50%; State 20%; County 4%; Realignment 26%			Budget Adjustment:	No
			For Fiscal Year:	2022/23-2023/24

C.E.O. RECOMMENDATION: Approve

BACKGROUND:

Summary

The County of Riverside has been under a lease at 23119 Cottonwood Avenue, Bldg. A, Moreno Valley, since September 2010 (Lease). The office, occupied by the Department of Public Social Services (DPSS), continues to meet the needs of the Department for use by the Children's Services Division. The first option to extend term expires June 30, 2022. DPSS desires to continue the Lease and will be exercising the second option pursuant to the Lease. Approval of the attached Exercise of Option to Extend notice by the Board of Supervisors will extend the Lease term through June 30, 2024.

Pursuant to the California Environmental Quality Act (CEQA), the attached Exercise of Option to Extend notice was reviewed and determined to be categorically exempt from State CEQA Guidelines Section 15301, Class 1, Existing Facilities Exemption, and Section 15061(b)(3), Common Sense Exemption. The proposed project, the approval of the attached Exercise of Option to Extend notice, is the letting of property involving existing facilities. No expansion of an existing use will occur.

A summary of the Lease is as follows:

Lessor: Bel Air Plaza, LTD
9150 Wilshire Blvd. #210
Beverly Hills, CA 90212

Premises: 23119 Cottonwood Ave., Bldg. A
Moreno Valley, CA 92553

Size: 17,495 square feet

Term: Two-year extension commencing July 1, 2022

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STATE OF CALIFORNIA**

Rent:	<u>Current</u>	<u>New</u>
	\$2.33 per sq. ft.	\$2.37 per sq. ft.
	\$40,732.57 per month	\$41,547.22 per month
	\$488,790.84 per year	\$498,566.64 per year

Rent Adjustment: Two percent annually

Day Porter: \$3,960.24 per month.

Option to Terminate: For any reason with sixty days' notice

Utilities: Electricity paid by County. All others paid by Lessor.

Custodial: Provided by Lessor

Interior/Exterior
Maintenance: Provided by Lessor

County Counsel has approved the Exercise of Option notice as to form.

Impact on Residents and Businesses

This Lease extension will allow the Department of Public Social Services and Children Services to continue to provide beneficial services to the community.

SUPPLEMENTAL:

Additional Fiscal Information

All associated costs for this Exercise of Option to Extend notice will be fully funded through the DPSS budget. DPSS has budgeted these costs in FY2022/23. Facilities Management (FM) will pay the Lease costs to the Lessor, and DPSS will reimburse FM for all associated Lease costs. DPSS and FM are not requesting a budget adjustment at this time.

Contract History and Price Reasonableness

The lease rate is reasonable and consistent with current fair market real estate lease rates.

ATTACHMENTS:

- Exhibits A & B
- Exercise of Option to Extend Notice

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

- Notice of Exemption
- Aerial Map

GF:sc/12232021/MV013/30.657



Meghan Hahn, Senior Management Analyst

2/24/2022



Gregory V. Priamos, Director County Counsel

2/22/2022



March 8, 2022

Michelle Rubin
Bel Air Plaza, LTD
9150 Wilshire Blvd., Suite 210
Beverly Hills, CA 92553

RE: Exercise of Option to Extend – Lease Agreement between County of Riverside and Bel Air Plaza, LTD, dated September 14, 2010, 23119 Cottonwood Avenue, Bldg. A Moreno Valley; Department of Public Social Services.

Dear Michelle,

Please consider this formal written notice to Bel Air Plaza, LTD, (as Lessor) pursuant to Section 6 of the above-referenced lease agreement, dated September 14, 2010, that the County of Riverside is formally exercising its second option to extend the term of said lease two (2) years, commencing July 1, 2022, through June 30, 2024.

We look forward to our continued tenancy with Bel Air Plaza, LTD.

Thank you.

County of Riverside, a political subdivision
of the State of California

By: Jeff Hewitt
Jeff Hewitt, Chairman
Board of Supervisors

Attest:
Kecia R. Harper
Clerk of the Board

By: [Signature]
Deputy

Approved as to Form:
Gregory P. Priamos
County Counsel

By: [Signature]
Wesley W. Stanfield,
Deputy County Counsel

File Copy: MV013

Facilities Management

3133 Mission Inn Ave.
Riverside CA 92507
Main Line: 951.955.3345 Fax: 951.955.4828
Facilities Emergency 24-Hour Line: 951.955.4850

Project Management Office
Maintenance & Custodial
Real Estate & Parking
Energy Efficiency
Administration

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

FOR COUNTY CLERK USE ONLY

Original Negative Declaration/Notice of
Determination was routed to County
Clerks for posting on.
3/14/22 Date PR Initial

NOTICE OF EXEMPTION

December 20, 2021

Project Name: Option to Extend Lease Agreement, Department of Public Social Services (DPSS) Cottonwood Avenue, Moreno Valley

Project Number: FM04246001300

Project Location: 23119 Cottonwood Avenue, Building A, east of Frederick Street, Moreno Valley, California 92553, Assessor's Parcel Number (APN) 296-151-029

Description of Project: The County of Riverside (County) DPSS entered into a Lease Agreement in September of 2010 to occupy 17,495 square feet of office space located at 23110 Cottonwood Avenue in Moreno Valley California. The current office space continues to meet the needs of the DPSS for use by its Children's Services Division. The current Lease Agreement expires June 30, 2022 and includes an option to extend the lease term for two years. The County is seeking to exercise its option to extend the Lease Agreement for the additional two years, beginning July 1, 2022 and terminating June 30, 2024. The Option to Extend the Lease Agreement with Bel Air Plaza, LTD is defined as the proposed project under the California Environmental Quality Act (CEQA). The project is the letting of property involving existing facilities; no expansion of the existing facility will occur. The operation of the facility will continue to provide public social services. 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

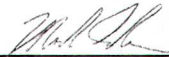
Exempt Status: State CEQA Guidelines Section 15301, Class 1, Existing Facilities Exemption; Section 15061(b) (3), General Rule or "Common Sense" Exemption. Codified under California Code of Regulations Title 14, Article 5, Section 15061.

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 involve unusual circumstances that could potentially have 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 Option to Extend the Lease Agreement.

MAR 08 2022 3.8

- **Section 15301 – Class 1 Existing Facilities Exemption:** This 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 to the extension of term for an existing Lease Agreement regarding children’s services for DPSS. The project would not substantially increase or expand the use of the site; use is limited to the continued use of the site in a similar capacity; therefore, the project is exempt as the project meets the scope and intent of the Class 1 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 proposed Option to extend the Lease Agreement will not result in any direct or indirect physical environmental impacts. The use and operation of the facility will be substantially similar to the existing use and will not create any new environmental impacts to the surrounding area. No impacts beyond the ongoing, existing use of the site would occur. 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.

Therefore, 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:** 12-20-2021
Mike Sullivan, Senior Environmental Planner
County of Riverside, Facilities Management

RIVERSIDE COUNTY CLERK & RECORDER

**AUTHORIZATION
TO BILL
BY JOURNAL VOUCHER**

Project Name: Option to Extend Lease Agreement, DPSS Cottonwood, Moreno Valley

Accounting String: 524830-47220-7200400000 - FM04246001300


DATE: December 20, 2021

AGENCY: Riverside County Facilities Management

THIS AUTHORIZES THE COUNTY CLERK & RECORDER TO BILL FOR FILING AND HANDLING FEES FOR THE ACCOMPANYING DOCUMENT(S).

NUMBER OF DOCUMENTS INCLUDED: One (1)

AUTHORIZED BY: **Mike Sullivan, Senior Environmental Planner, Facilities Management**

Signature: 

PRESENTED BY: **Georgina Flores, Real Property Agent, Facilities Management**

-TO BE FILLED IN BY COUNTY CLERK-

ACCEPTED BY: -

DATE: -

RECEIPT # (S) -

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

Date: December 20, 2021
To: Kiyomi Moore/Josefina Castillo, Office of the County Clerk
From: Mike Sullivan, Senior Environmental Planner, Facilities Management
Subject: **County of Riverside Facilities Management Project # FM04246001300**
Option to Extend to Lease Agreement, DPSS Cottonwood Avenue, Moreno
Valley State Street

The Riverside County's Facilities Management's Project Management Office is requesting that you post the attached Notice of Exemption. Attached you will find an authorization to bill by journal voucher for your posting fee.

After posting, please return the document to:

Mail Stop #2600

Attention: Mike Sullivan, Senior Environmental Planner,

Facilities Management,

3133 Mission Inn Avenue, Riverside, CA 92507

If you have any questions, please contact Mike Sullivan at 955-8009 or email at msullivan@rivco.org.

Attachment

cc: file

Exhibit A

FY 22/23

Department of Public Social Services

23119 Cottonwood Ave. Blvd A, Moreno Valley

ESTIMATED AMOUNTS

Total Square Footage to be Leased:

Current Office:	17,495	SQFT		
Approximate Cost per SQFT July - June	\$	2.37		
Lease Cost per Month July - June			\$	41,547.22
Total Lease Cost July - June			\$	498,566.64
Total Estimated Lease Cost for FY 22/23			\$	498,566.64

Estimated Additional Costs:

Utility Cost per SQFT	\$	0.12		
Estimated Utility Costs per Month			\$	2,099.40
Total Estimated Utility Cost (July-June)			\$	25,192.80
Total Estimated Utility Cost for FY 22/23			\$	25,192.80
Day Porter charges			\$	3,960.24
Total Estimated Day Porter Charges for FY 22/23			\$	47,522.88
FM Lease Management Fee as of 7/1/21	4.86%		\$	24,230.34
TOTAL ESTIMATED COST FOR FY 22/23			\$	595,512.66
TOTAL COUNTY COST	4.00%		\$	23,820.51

Exhibit B

FY 23/24

**Department of Public Social Services
23119 Cottonwood Ave. Blvd A, Moreno Valley**

ESTIMATED AMOUNTS

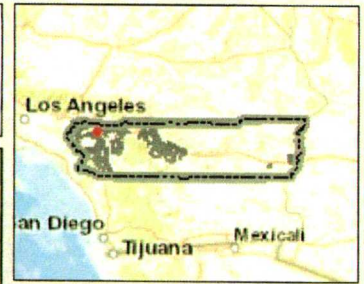
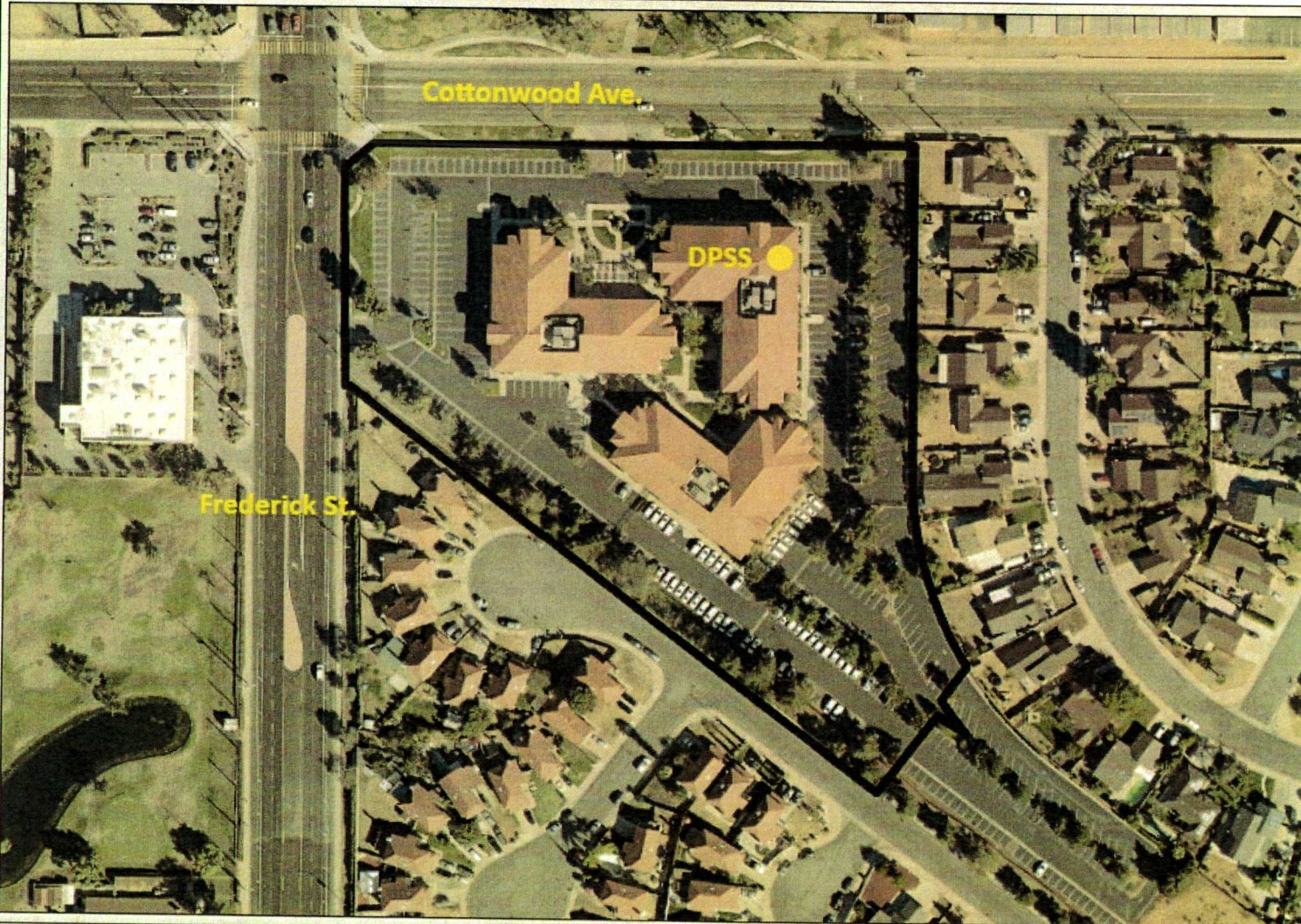
Total Square Footage to be Leased:

Current Office:	17,495 SQFT		
Approximate Cost per SQFT July- June	\$ 2.42		
Lease Cost per Month July - June	\$	42,378.16	
Total Lease Cost July - June		\$	508,537.97
Total Estimated Lease Cost for FY 23/24		\$	508,537.97

Estimated Additional Costs:

Utility Cost per SQFT	\$ 0.12		
Estimated Utility Costs per Month	\$	2,099.40	
Total Estimated Utility Cost (Jul-Jun)		\$	25,192.80
Day Porter charges	\$	3,960.24	
Total Estimated Day Porter Charges for FY 23/24		\$	47,522.88
FM Lease Management Fee as of 7/1/21	4.86%	\$	24,714.95
TOTAL ESTIMATED COST FOR FY 23/24		\$	605,968.60
TOTAL COUNTY COST	4.00%	\$	24,238.74
F11 Total Cost		\$	1,201,481.26
F11 Total County Cost	4.00%	\$	48,059.25

Department of Public Social Services
23119 Cottonwood Ave., Bldg. A, Moreno Valley



Legend



IMPORTANT Maps and data are to be used for reference purposes only. Map features are approximate, and are not necessarily accurate to surveying or engineering standards. The County of Riverside makes no warranty or guarantee as to the content (the source is often third party), accuracy, timeliness, or completeness of any of the data provided, and assumes no legal responsibility for the information contained on this map. Any use of this product with respect to accuracy and precision shall be the sole responsibility of the user.

Notes

APN: 296-151-029
District 5

0 188 376 Feet

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