

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



**ITEM: 3.11
(ID # 18380)**

MEETING DATE:
Tuesday, April 05, 2022

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 1st Floor Finishes Replacement Project - California Environmental Quality Act Exempt, Approval of In-Principle and Preliminary Project Budget, District 1. [\$1,043,152 – 54% Federal, 20% State, 22% Realignment, 4% DPSS Department Budget-General Fund]


RECOMMENDED MOTION: That the Board of Supervisors:

1. Approve the Riverside County Department of Public Social Services Administration 1st Floor Finishes Replacement (DPSS Admin 1st Floor Finishes Replacement) 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, and Section 15061 (b)(3) "Common Sense" Exemption;

Continued on page 2

ACTION:Policy, CIP


Rose Salgado, Director of Facilities Management 3/21/2022

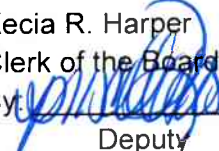

Sayari Baldwin, DPSS Director 3/23/2022


Cynthia M. Guzzel, Chief Deputy County Counsel 3/23/2022

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 5, 2022
xc: FM, DPSS

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 1st Floor Finishes Replacement 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 amount not to exceed \$1,043,152 for the Project;
5. Authorize the use of 54% Federal, 20% State, 22% Realignment and 4% DPSS Department Budget-General Fund for the amount of \$1,043,152 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 \$1,043,152.

FINANCIAL DATA	Current Fiscal Year:	Next Fiscal Year:	Total Cost:	Ongoing Cost
COST	\$ 347,717	\$ 347,717	\$ 1,043,152	\$ 0
NET COUNTY COST	\$ 13,909	\$ 13,909	\$ 41,726	\$ 0
SOURCE OF FUNDS: 54% Federal, 20% State, 22% Realignment, 4% DPSS Department Budget-General Fund			Budget Adjustment: No	
			For Fiscal Year: 2021/22–2023/24	

C.E.O. RECOMMENDATION: Approve

BACKGROUND:

Summary

The Department of Public Social Services Administration facility located at 4060 County Circle Drive in Riverside was constructed in 1987. The facility's 1st floor is in need to replace aged and worn finishes 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 recommends the Board of Supervisors (Board) approve the DPSS Admin 1st Floor Finishes Replacement Project and the preliminary project budget in the not to

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exceed amount of \$1,043,152. 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 1st Floor Finishes Replacement Project may have a significant effect on the environment. The Project, as proposed, is limited to interior modifications within the existing building to make the space functional. 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 DPSS Admin 1st Floor Finishes Replacement 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 Existing Facilities I Exemption identified in Section 15301. A Notice of Exemption will be filed by FM staff with the County Clerk within five days of Board approval.

Impact on Residents and Businesses

The DPSS Admin 1st Floor Finishes Replacement Project will improve the environment of the program clientele and the staff.

Additional Fiscal Information

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

PROJECT BUDGET LINE ITEMS	PROJECT BUDGET AMOUNT
DESIGN PROFESSIONAL OF RECORD	64,350
SPECIALTY CONSULTANTS	4,000
REGULATORY PERMITTING	7,000
CONSTRUCTION	841,850
COUNTY ADMINISTRATION	31,120
PROJECT CONTINGENCY	94,832
PRELIMINARY PROJECT BUDGET	\$ 1,043,152

All costs associated with this Board action will be funded through 54% Federal, 20% State, 22% 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 2021/22 are estimated at \$347,717; expenditures for FY 2022/23 are estimated at \$347,717; and expenditures for FY 2023/24 are estimated at \$347,718.

RS:SP:SC:DL:YB:to FM08510011588 MT #18380
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Suzanna H. Hey, Assistant Director of Purchasing and Fleet Service

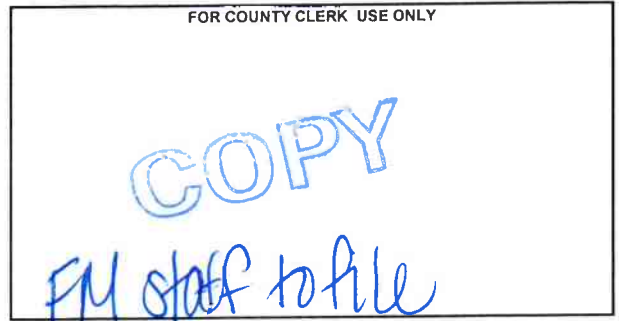
3/19/2022



Meghan Hahn, Senior Management Analyst

3/24/2022

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



NOTICE OF EXEMPTION

February 22, 2022

Project Name: Riverside County Department of Social Services (DPSS) Administration 1st Floor Refresh Project, Riverside

Project Number: FM08510011588

Project Location: 4060 County Circle Drive, north of Hole Avenue, Riverside, California; Assessor's Parcel Number (APN): 145-200-015

Description of Project: The DPSS Administration facility located at 4060 County Circle Drive in Riverside was constructed in 1987. The facility's 1st 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 renovation of the 1st floor area within the DPSS Administration building and accommodating improvements 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 a change or substantial expansion of existing use. No additional direct or indirect physical environmental impacts are anticipated.

Name of Public Agency Approving Project: Riverside County Facilities Management

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; 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 renovation of the 1st floor within the existing Administration building.

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