

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



ITEM: 3.9
(ID # 20013)

MEETING DATE:

Tuesday, January 10, 2023

FROM : FACILITIES MANAGEMENT AND RIVERSIDE UNIVERSITY HEALTH SYSTEM :

SUBJECT: FACILITIES MANAGEMENT (FM) AND RIVERSIDE UNIVERSITY HEALTH SYSTEM: Riverside University Health System Inpatient Treatment Facility Education/Training Room Conversion Project – California Environmental Quality Act Exempt, Approval of In-Principle and Preliminary Project Budget, District 1. [\$128,494 - 100% RUHS Enterprise Fund 40050]

RECOMMENDED MOTION: That the Board of Supervisors:

1. Approve the Riverside University Health System Inpatient Treatment Facility Education/Training Room Conversion Project (RUHS-ITF Education/Training Room Conversion) 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;

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ACTION:Policy, CIP


Jennifer Cruikshank, Chief Executive Officer – Health System 12/6/2022

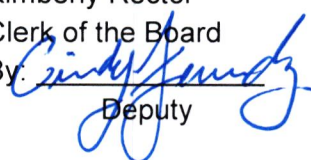

Rose Salgado, Director of Facilities Management 12/6/2022

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 Gutierrez
Nays: None
Absent: None
Date: January 10, 2023
xc: FM, RUHS

Kimberly Rector
Clerk of the Board

By: 
Deputy

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

RECOMMENDED MOTION: That the Board of Supervisors:

3. Approve in-principle the RUHS-ITF Education/Training Room Conversion Project located at 9990 County Farm Road in Riverside, California; to convert the existing Medical Records area into an Education/Training Room;
4. Approve a preliminary project budget in the not to exceed amount of \$128,494 for the Project;
5. Authorize the use of RUHS Enterprise Fund 40050 not to exceed \$128,494, 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, or her designee, 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 \$128,494.

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FINANCIAL DATA	Current Fiscal Year:	Next Fiscal Year:	Total Cost:	Ongoing Cost
COST	\$ 128,494	\$ 0	\$ 128,494	\$ 0
NET COUNTY COST	\$ 0	\$ 0	\$ 0	\$ 0
SOURCE OF FUNDS: RUHS Enterprise Fund 40050 – 100%			Budget Adjustment: No	
			For Fiscal Year: 2022/23	

C.E.O. RECOMMENDATION: Approve

BACKGROUND:

Summary

An assessment performed at the RUHS Inpatient Treatment Facility determined that the existing Medical Records room was underutilized, and the conversion of the space would fulfill the need for an education and training room for ITF staff. This minor conversion project of approximately 650 square feet will be fully compliant with California Department of Health Care Access and Information (HCAI) and Americans with Disabilities Act (ADA) regulations.

The scope of work for the Project includes but is not limited to: removal of shelving, cameras, Heating Ventilation, and Air Conditioning (HVAC) modifications, power and data installation, and installation of an electronic white-board. Interior finish upgrades include new window coverings, painting, and new furniture purchase and installation for the training and workstation areas.

Facilities Management (FM) recommends the Board of Supervisors (Board) approve the RUHS-ITF Education/Training Room Conversion Project and the preliminary project budget in the not to exceed amount of \$128,494. FM will procure the most cost-effective project delivery method and award in accordance with applicable Board policies to expedite delivery of the Project.

With certainty, there is no possibility that the RUHS-ITF Education/Training Room Conversion Project may have a significant effect on the environment. The Project, as proposed, is limited to the conversion of approximately 650 square feet of existing medical records space into an education/training room within the ITF. The use of the facility would continue to provide public health services and would not result in a significant increase in capacity or intensity of use. Therefore, the RUHS-ITF Education/Training Room Conversion 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

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Impact on Residents and Businesses

The RUHS-ITF Education/Training Room Conversion Project will ensure the continuous use of the facility and provide ITF staff with an area for education and training. There will be no impact to residents and local businesses.


Additional Fiscal Information

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

BUDGET LINE ITEMS	BUDGET AMOUNT
DESIGN PROFESSIONAL OF RECORD	20,190
SPECIALTY CONSULTANTS	8,373
REGULATORY PERMITTING	3,537
CONSTRUCTION	53,835
COUNTY ADMINISTRATION	17,787
PROJECT CONTINGENCY	24,772
PRELIMINARY PROJECT BUDGET	\$ 128,494

All costs associated with this Board action are 100% funded by RUHS Enterprise Fund 40050 and will be expended in FY 2022/23.

RS:SP:DL:SC;mg FM05430010170 MT Item #20013
G:\Project Management Office\FORM 11'S\FORM 11's_In Process\20013_D4 - 010170 - RUHS ITF Educ -Training Rm Conversion
Proj - In-Princ & Prelim Proj Bdgt_011023.doc


Suzanna Hinchley, Assistant Director of Purchasing and Fleet Service

11/14/2022


Meghan Hahn, Principal Management Analyst

12/28/2022


Kristine Bell-Valdez, Supervising Deputy County Counsel

12/7/2022

**Riverside County
Facilities Management**

3450 14th Street, Suite 200, Riverside, CA 92501

FOR COUNTY CLERK USE ONLY

FM to file

NOTICE OF EXEMPTION

September 12, 2022

Project Name: Riverside University Health System Inpatient Treatment Facility (RUHS ITF) Education/Training Room Conversion Project

Project Number: FM05430010170

Project Location: 9990 County Farm Road, west of Harrison Street, Riverside, Assessor's Parcel Number (APN): 145-120-003

Description of Project: An assessment performed at the RUHS ITF determined that the existing Medical Records room was underutilized, and the conversion of the space would fulfill the need for an education and training room for the ITF staff. This minor conversion project of approximately 650 square feet within the RUHS ITF will be fully compliant with California Department of Health Care Access and Information (HCAI) and Americans with Disabilities Act (ADA) regulations.

The scope of work for the Project includes, but is not limited to, removal of shelving, flooring replacement, power and data installation, installation of an electronic white-board, and ceiling-mounted projector. Interior finish upgrades include painting, casework, and furniture for the training and workstation areas. The conversion of the existing medical records room into an education/training room at the RUHS ITF is defined as the proposed project under the California Environmental Quality Act (CEQA). The operation of the facility will continue to provide public health 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 conversion of the medical records room into an education training room.

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- **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 within the existing facility are minor modifications needed to maintain an appropriate level of services. The facility provides public health services, and the improvements to the existing facility to maintain safe and efficient operation 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 conversion of the medical records room to an education and training room and associated improvements at the RUHS ITF are interior modifications within an existing building to increase the functionality of the facility 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: 9-12-2022

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