

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



**ITEM: 3.21  
(ID # 21408)**

**MEETING DATE:**  
Tuesday, May 23, 2023

**FROM :** FACILITIES MANAGEMENT AND PURCHASING AND FLEET SERVICES :

**SUBJECT:** FACILITIES MANAGEMENT AND PURCHASING AND FLEET SERVICES: Hemet Fleet Facility Underground Storage Tank Removal Project – California Environmental Quality Act Exempt, Approval of In-Principle and Preliminary Project Budget; District 5. [\$334,858 – 100% Proceeds from the Sale of County Property - Fund 11183]

**RECOMMENDED MOTION:** That the Board of Supervisors:

1. Approve the Hemet Fleet Facility Underground Storage Tank Removal Project (Hemet Fleet UST Removal) 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

5/9/2023

  
Sarah Franco, Director of Procurement & Fleet

5/10/2023

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**MINUTES OF THE BOARD OF SUPERVISORS**

On motion of Supervisor Spiegel, 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 Gutierrez  
Nays: None  
Absent: None  
Date: May 23, 2023  
xc: FM, Purchasing

Kimberly A. 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 Hemet Fleet UST Removal Project located at 824 N. State Street, in Hemet, California, 92543; to remove a non-compliant underground storage tank and re-plumb the fuel site piping to operate off of the remaining compliant tank;
4. Approve a preliminary project budget in the not to exceed amount of \$334,858 for the Project;
5. Authorize the use of Proceeds from the Sale of County Property - Fund 11183 in the not to exceed amount of \$334,858 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, 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 are within the approved project budget; and
7. Authorize the Purchasing Agent to execute consultant services 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 \$334,858.

<b>FINANCIAL DATA</b>	<b>Current Fiscal Year:</b>	<b>Next Fiscal Year:</b>	<b>Total Cost:</b>	<b>Ongoing Cost</b>
<b>COST</b>	\$ 114,858	\$ 220,000	\$ 334,858	\$ 0
<b>NET COUNTY COST</b>	\$ 0	\$ 0	\$ 0	\$ 0
<b>SOURCE OF FUNDS:</b> Proceeds from the Sale of County Property - Fund 11183 – 100%			<b>Budget Adjustment:</b> No	
			<b>For Fiscal Year:</b> 22/23 –23/24	

**C.E.O. RECOMMENDATION:** Approve

**BACKGROUND:**

**Summary**

The Hemet Fleet Services garage located at 824 N. State Street, in Hemet, California, 92543, consists of a service parking lot, a maintenance building and a fuel dispenser island serviced by a 10,000-gallon underground storage tank (UST) located next to a 15,000-gallon UST that will remain in place. To comply with the State Water Resources Board, the existing non-compliant, single-walled 10,000-gallon UST is required to be removed from the site. The scope of work will include but is not limited to closing and removing the 10,000-gallon UST in accordance with

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

Riverside County Department of Environmental Health requirements, and re-plumbing the fuel site to operate off the remaining compliant underground tank. The area will be backfilled, and a concrete slab will be poured to match the surrounding area.

Facilities Management (FM) recommends the Board of Supervisors (Board) approve the Hemet Fleet UST Removal Project and the preliminary project budget in the not to exceed amount of \$334,858 to meet project schedule commitments. FM will pursue the most cost-effective project delivery method and award in accordance with applicable Board policies.

Pursuant to CEQA, the Hemet Fleet UST Removal Project was reviewed and determined to be categorically exempt under State CEQA Guidelines Sections 15301, Class – 1 Existing Facilities Exemption and Section 15061(b)(3), “Common Sense” Exemption. No expansion or change in use would occur with the remediation or removal of the non-compliant underground storage tank. With certainty, there is no possibility that the activity in question may have a significant effect on the environment because it merely entails removal of a non-compliant UST. The ground has been previously disturbed, and after removal of the tank, the empty cavity would be backfilled with dirt. No direct or indirect impacts would occur. A Notice of Exemption will be filed by Facilities Management staff with the County Clerk within five days of Board approval.

**Impact on Residents and Businesses**

(Commences on Page 4)

**Impact on Residents and Businesses**

The Hemet Fleet UST Removal Project will bring the site into compliance with the State Water Resources Board and facilitate the continued operation of the Fleet Hemet garage.

**Additional Fiscal Information**

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

<b>BUDGET LINE ITEMS</b>	<b>BUDGET AMOUNT</b>
DESIGN PROFESSIONAL OF RECORD	49,470
SPECIALTY CONSULTANTS	0
REGULATORY PERMITTING	600
CONSTRUCTION	221,416
COUNTY ADMINISTRATION	32,930
PROJECT CONTINGENCY	30,442
<b>PRELIMINARY PROJECT BUDGET</b>	<b>\$ 334,858</b>

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

All costs associated with this Board action will be 100% funded through Proceeds from the Sale of County Property - Fund 11183. Expenditures for FY 22/23 are estimated at \$114,858 and expenditures for FY 23/24 are estimated at \$220,000.

RS:VB:RM:RB:YB:SC:mg                      FM08730012261                      MT Item #21480  
G:\Project Management Office\FORM 11'S\FORM 11's\_In Process\21408\_D3 - 012261 - Purch & Fleet Hemet UST Removal Proj -  
In-Princ & Proj Budget\_052323.doc

*Meghan Hahn*  
Meghan Hahn, Deputy Director of Procurement                      5/5/2023

*Veronica Santillan*  
Veronica Santillan, Principal Management Analyst                      5/12/2023

*Kristine Bell-Valdez*  
Kristine Bell-Valdez, Supervising Deputy County Counsel                      5/10/2023

**Riverside County**  
**Facilities Management**  
3450 14<sup>th</sup> St., 2<sup>nd</sup> Floor, Riverside, CA 92501

FOR COUNTY CLERK USE ONLY  
FM Staff to  
file

**NOTICE OF EXEMPTION**

April 3, 2023

**Project Name:** Fleet Services Underground Storage Tank (UST) Removal Project, Hemet

**Project Number:** FM08730012261

**Project Location:** 824 North State Street, north of East Menlo Avenue, Hemet CA 92543, Assessor's Parcel Number (APN): 439-100-040

**Description of Project:** The Hemet Fleet Services garage consists of a service parking lot, a maintenance building and a fuel dispenser island serviced by a 10,000-gallon underground storage tank (UST) located next to a 15,000-gallon UST that will remain in place. The Property has been used by the County of Riverside as a fleet service garage since 1999. In order to comply with State Water Quality Control Board, the existing non-compliant, single-walled 10,000-gallon UST is required to be removed from the site. The scope of work includes closing and removing 10,000-gallon UST in accordance with Riverside County Department of Environmental Health requirements and re-plumbing the fuel site to operate off the remaining compliant underground tank. The area will be backfilled, and a concrete slab will be poured to match the surrounding area. The removal of the single-walled UST at the Hemet Fleet facility is identified as the project under the California Environmental Quality Act (CEQA). No direct or indirect physical environmental impacts are anticipated from the improvements.

**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 15061(b) (3), "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 UST removal.

MAY 23 2023 3.21

