

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



ITEM: 3.12  
(ID # 27128)

MEETING DATE:  
Tuesday, March 11, 2025

**FROM :** FACILITIES MANAGEMENT AND PROBATION DEPARTMENT

**SUBJECT:** FACILITIES MANAGEMENT (FM) AND PROBATION DEPARTMENT: Blythe Probation Parking Lot Pavement Project - California Environmental Quality Act (CEQA) Exempt Pursuant to State CEQA Guidelines Section 15301 Class 1 Existing Facilities and Section 15061 (b)(3) "Common Sense" Exemptions, Approval of In-Principle and Preliminary Project Budget; District 4. [Total Cost \$138,019 - 100% Probation Department Budget General Fund 10000]

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

1. Approve the Blythe Probation Parking Lot Pavement (Blythe Probation Parking Lot) Project for inclusion in the Capital Improvement Program (CIP);
2. Find that the Project is exempt from the California Environmental Quality Act (CEQA) Exempt Pursuant to State CEQA Guidelines Section 15301 Class 1 Existing Facilities and Section 15061 (b)(3) "Common Sense" Exemptions;

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**ACTION:**Policy, CIP

*Christopher Wright*  
Christopher Wright, Chief Probation Officer

2/19/2025

*Vincent Yzaguirre*  
Vincent Yzaguirre

2/20/2025

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MINUTES OF THE BOARD OF SUPERVISORS

On motion of Supervisor Gutierrez, seconded by Supervisor Spiegel and duly carried by unanimous vote, IT WAS ORDERED that the above matter is approved as recommended.

Ayes: Medina, Spiegel, Washington, Perez and Gutierrez  
Nays: None  
Absent: None  
Date: March 11, 2025  
xc: FM, Probation

Kimberly A. Rector  
Clerk of the Board

By: *Kimberly A. Rector*  
Deputy

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

3. Approve in-principle the Blythe Probation Parking Lot Project located at 240 North Broadway, Blythe, California; for the paving and striping of the parking lot;
4. Approve a preliminary project budget in the not to exceed amount of \$138,019 for the Project;
5. Authorize the use of Probation Department Budget General Fund 10000 in the not to exceed amount of \$138,019, 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 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 issue Purchase Orders for the sum of all project contracts and/or work orders which shall not exceed the approved project budget.

<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>	\$ 138,019	\$ 0	\$ 138,019	\$ 0
<b>NET COUNTY COST</b>	\$ 0	\$ 0	\$ 0	\$ 0
<b>SOURCE OF FUNDS:</b> Probation Department Budget General Fund 10000 – 100%			<b>Budget Adjustment:</b> No	
			<b>For Fiscal Year:</b> 24/25	

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

**BACKGROUND:**

**Summary**

The Riverside County Probation Department, situated at 240 North Broadway Street in the City of Blythe, serves the easternmost region of Riverside County. The parking lot at this location needs asphalt and restriping, and the handicapped parking ramp does not currently meet Americans with Disabilities Act (ADA) standards. The scope of work for the Blythe Probation Parking Lot Project (Project) includes but is not limited to the redesign of the ADA/Electronic vehicle parking, grinding and paving of the existing parking lot, and restriping parking stalls.

One June 25, 2024, Item 3.20, the Board approved a pre-qualified list of architectural and engineering firms to be retained on an as-needed basis. Due to their related experience,



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Facilities Management (FM) has selected Cozad & Fox, Inc. (Cozad) from the pre-qualified list to provide architectural design and consulting engineering services for the Project.

FM recommends that the Board approve the Blythe Probation Parking Lot Project and the preliminary Project budget in the not to exceed amount of \$138,019. FM will procure the most cost-effective project delivery method and award a construction contract in accordance with applicable Board policies to expedite delivery of the Project.

With certainty, there is no possibility that the Project may have a significant effect on the environment. The Project, as proposed, is limited to the renovation of an existing parking lot. The renovation work would not change the line or grade of the site, would not require additional excavation and would not result in a significant increase in capacity or intensity of use. Therefore, the 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 Exemption identified in Section 15301. A Notice of Exemption will be filed by FM staff with the County Clerk and the State Clearinghouse within five days of Board approval.

**Impact on Residents and Businesses**

The Blythe Probation Parking Lot Project will ensure the safety of both employees and the general public that visit this Probation facility.

**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	9,986
SPECIALTY CONSULTANTS	0
REGULATORY PERMITTING	2,500
CONSTRUCTION CONTRACT	68,212
OTHER CONSTRUCTION	24,274
COUNTY ADMINISTRATION	20,500
PROJECT CONTINGENCY	12,547
<b>PRELIMINARY PROJECT BUDGET</b>	<b>\$ 138,019</b>

All costs associated with this Board action will be 100% funded through Probation Department Budget General Fund 10000 and will be expended in FY 24/25.

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VC:MM:RM:AR:JA:TV

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Project\_In-Princ & Prelim Proj Budget\_031125.doc

  
Evangelina Gregorio EO, Principal Mgmt Analyst 2/27/2025

  
Aaron Gettis, Chief of Deputy County Counsel 2/24/2025