

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



**ITEM: 3.12
(ID # 27204)**

MEETING DATE:
Tuesday, April 15, 2025

FROM : FACILITIES MANAGEMENT AND RIVERSIDE COUNTY EXECUTIVE OFFICE

SUBJECT: FACILITIES MANAGEMENT REAL ESTATE (FM-RE) AND RIVERSIDE COUNTY EXECUTIVE OFFICE: District Attorney Riverside Centre Grand Jury Office Remodel Project - California Environmental Quality Act Exempt Pursuant to State CEQA Guidelines Section 15301, Class 1 - Existing Facilities Exemption and Section 15061 (b)(3), "Common Sense" Exemption, Approval of In-Principle and Preliminary Project Budget; District 1. [Total Cost \$410,000 - 100% CIP Fund 30700]

RECOMMENDED MOTION: That the Board of Supervisors:

1. Approve the District Attorney Riverside Centre Grand Jury Office Remodel 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;
3. Approve in-principle the District Attorney Riverside Centre Grand Jury Office Remodel Project located at 3901 Lime Street in Riverside, California;
4. Approve a preliminary project budget in the not to exceed amount of \$410,000 for the Project;


Continued on Page 2

ACTION:CIP, Policy

MINUTES OF THE BOARD OF SUPERVISORS

On motion of Supervisor Spiegel, seconded by Supervisor Gutierrez 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: April 15, 2025
xc: FM-RE, EO, Recorder, State Clearinghouse

Kimberly A. Rector
Clerk of the Board
By: 
Deputy

**SUBMITTAL TO THE BOARD OF SUPERVISORS COUNTY OF RIVERSIDE,
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RECOMMENDED MOTION: That the Board of Supervisors:

5. Authorize the use of the CIP Fund 30700 in the not to exceed amount of \$410,000 for the District Attorney Riverside Centre Grand Jury Office Remodel Project;
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 a) 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 b) issue Purchase Orders for the sum of all contracts and/or purchase orders shall not exceed the approved project budget.
8. Direct the Clerk of the Board to file the attached Notice of Exemption with the County Clerk and the State Clearinghouse for filing within five (5) working days of approval by the Board.

FINANCIAL DATA	Current Fiscal Year:	Next Fiscal Year:	Total Cost:	Ongoing Cost
COST	\$ 410,000	\$ 0	\$ 410,000	\$ 0
NET COUNTY COST	\$ 0	\$ 0	\$ 0	\$ 0
SOURCE OF FUNDS: 100% CIP Fund 30700			Budget Adjustment: No	
			For Fiscal Year: 2024/25	

C.E.O. RECOMMENDATION: Approve

BACKGROUND:

Summary

The Grand Jury offices are within the County owned Riverside Centre located at 3901 Lime Street in Riverside. The facility is in need of improvements that will provide additional jury space and space for staff. The scope of the work will include but is not limited to the following: demolition of an office, closet area and transaction counter, installation of a new wall and door to separate the suite, replacement of a counter and sink in the breakroom, installation of new flooring and security badge access equipment, rerouting of mechanical and electrical systems and new furniture for the entire suite.

Facilities Management – Real Estate Division (FM-RE) recommends the Board of Supervisors (Board) approve the District Attorney Riverside Centre Grand Jury Office Remodel Project (Project) and the budget in the not to exceed amount of \$410,000. Facilities Management will procure the most cost effective and efficient project delivery method and award the Project in accordance with applicable Board policies.

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STATE OF CALIFORNIA**

With certainty, there is no possibility that the Project may have a significant effect on the environment. The Project, as proposed, is limited to upgrades of existing interior office space. 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 Project is exempt as this 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.

Impact on Residents and Businesses

The Project will provide additional office area for the Grand Jury to operate. The Project will provide general and necessary upgrades and efficiencies at this Facility that will benefit the department, the residents and the businesses of this County.

Additional Fiscal Information

The approximate allocation of the project budget is as follows:

BUDGET LINE ITEMS	TOTAL PROJECT BUDGET
DESIGN PROFESSIONAL OF RECORD	25,500
SPECIALTY CONSULTANTS	6,000
REGULATORY PERMITTING	7,500
CONSTRUCTION CONTRACT	187,000
FURNITURE, FIXTURES AND EQUIPMENT	129,500
COUNTY ADMINISTRATION	17,500
PROJECT CONTINGENCY	37,000
PROJECT BUDGET	\$410,000

All costs associated with this Board action will be 100% funded with CIP Fund 30700 and will be expended in FY 24/25.

Attachment:

- NOE Riverside Centre DA Remodel 2-24-25

Melissa Curtis
Melissa Curtis, Deputy Director of Purchasing and Fleet

3/4/2025

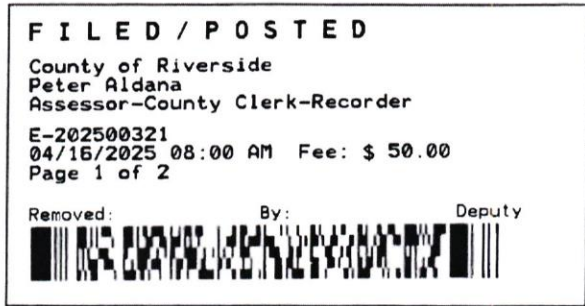
Michelle Paradise
Michelle Paradise, ACEO

4/7/2025

Aaron Gettis
Aaron Gettis, Chief of Deputy County Counsel

3/20/2025

County of Riverside
Facilities Management
3450 14th Street, Riverside, CA



NOTICE OF EXEMPTION

February 24, 2025

Project Name: Riverside Centre District Attorney Grand Jury Office Remodel Project

Project Number: FM08220013908

Project Location: 3901 Lime Street, south of 9th Street, Riverside, California 92501, Assessor's Parcel Number (APN): 215-120-005

Description of Project: The Grand Jury Building is located within the Riverside Centre at 3901 Lime Street in Riverside, California, 92501. The facility is in need of improvements that will provide additional space for the Criminal Grand Jury staff. The scope of work will include, but is not limited to, removal of one office, closet area, and transaction window, installation of new wall and door to separate the suite, replacement of the counter and sink in the breakroom, provide new flooring, furniture, security badge access, and reroute mechanical and electrical as needed. The interior site improvements within the Grand Jury Building of the Riverside Centre is identified as the proposed project under the California Environmental Quality Act (CEQA). The operation of the site would continue to provide public services and would not result in a substantial increase in capacity or the intensity of the 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 CEQA Guidelines Section 15301, Class 1, Existing Facilities Exemption; Section 15061(b)(3), "Common Sense" Exemption.

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 remodel of the Grand Jury Building.

- **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 remodel of the existing Grand Jury Building. The improvements are limited to interior alterations including the reconfiguration of space and replacement of breakroom fixtures, new flooring and furniture and security access. The completion of these improvements will result in the ongoing use, operation, and maintenance of the facility. The use of the facility would not result in any changes as a result of the occupancy and no expansion of public services would occur. 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 implementation of the interior site improvements to the existing building would be minor in nature and would not increase the building footprint, capacity, or change in use. 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: 2-24-2025

Mike Sullivan,
County of Riverside, Facilities Management



State of California - Department of Fish and Wildlife
2025 ENVIRONMENTAL DOCUMENT FILING FEE
CASH RECEIPT
 DFW 753.5a (REV. 01/01/25) Previously DFG 753.5a

RECEIPT NUMBER:
 25-112252
 STATE CLEARINGHOUSE NUMBER (If applicable)

SEE INSTRUCTIONS ON REVERSE. TYPE OR PRINT CLEARLY.

LEAD AGENCY RIVERSIDE COUNTY FACILITIES MGMT	LEAD AGENCY EMAIL MSULLIVAN@RIVCO.ORG	DATE 04/16/2025
COUNTY/STATE AGENCY OF FILING RIVERSIDE	DOCUMENT NUMBER E-202500321	

PROJECT TITLE

RIVERSIDE CENTRE DISTRICT ATTORNEY GRAND JURY OFFICE REMODEL PROJECT

PROJECT APPLICANT NAME RIVERSIDE COUNTY FACILITIES MGMT	PROJECT APPLICANT EMAIL MSULLIVAN@RIVCO.ORG	PHONE NUMBER (951) 955-4820
PROJECT APPLICANT ADDRESS 3450 14TH STREET,	CITY RIVERSIDE	STATE CA
		ZIP CODE 92501

PROJECT APPLICANT (Check appropriate box)

- Local Public Agency
 School District
 Other Special District
 State Agency
 Private Entity

CHECK APPLICABLE FEES:

- Environmental Impact Report (EIR) \$4,123.50 \$ _____
 Mitigated/Negative Declaration (MND)(ND) \$2,968.75 \$ _____
 Certified Regulatory Program (CRP) document - payment due directly to CDFW \$1,401.75 \$ _____

- Exempt from fee
 Notice of Exemption (attach)
 CDFW No Effect Determination (attach)
 Fee previously paid (attach previously issued cash receipt copy)

- Water Right Application or Petition Fee (State Water Resources Control Board only) \$850.00 \$ _____
 County documentary handling fee \$ _____ \$50.00
 Other \$ _____

PAYMENT METHOD:

- Cash
 Credit
 Check
 Other
 TOTAL RECEIVED \$ _____ \$50.00

SIGNATURE X <i>I Tejada</i>	AGENCY OF FILING PRINTED NAME AND TITLE Deputy Isabel Tejada
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Document Root (Read-Only)

Selected Document

2025040870 - NOE - Riverside Centre District Attorney Grand Jury Office Remodel Project

Riverside County

Created - 4/17/2025 | Submitted - 4/17/2025 | Posted - 4/17/2025 | Received - 4/17/2025 | Published - 4/17/2025

Whitney N Mayo

Document Details

Public Agency

Riverside County

Document Type

Notice of Exemption

Document Status

Published

Title

Riverside Centre District Attorney Grand Jury Office Remodel Project

Document Description

The Grand Jury Building is located within the Riverside Centre at 3901 Lime Street in Riverside, California, 92501. The facility is in need of improvements that will provide additional space for the Criminal Grand Jury staff. The scope of work will include, but is not limited to, removal of one office, closet area, and transaction window, installation of new wall and door to separate the suite, replacement of the counter and sink in the breakroom, provide new flooring, furniture, security badge access, and reroute mechanical and electrical as needed. The interior site improvements within the Grand Jury Building of the Riverside Centre is identified as the proposed project under the California Environmental Quality Act (CEQA). The operation of the site would continue to provide public services and would not result in a substantial increase in capacity or the intensity of the use. No additional direct or indirect physical environmental impacts are anticipated.

Attachments (Upload Project Documents)

3.12 NOE - Riverside Centre DA Grand Jury Office Remodel RECORDED.pdf

Contacts

County of Riverside Facilities Management - *Mike Sullivan*

3450 14th Street

Riverside, CA 92501

Phone : (951) 955-4820

msullivan@rivco.org

Regions

Southern California

Counties

Riverside

Cities

Riverside

Location Details

Parcel Number - 215-120-005

Other Location Info

3901 Lime Street, south of 9th Street, Riverside, California 92501, Assessor's Parcel Number (APN): 215-120-005

Notice of Exemption**Exempt Status**

Categorical Exemption

Type, Section Number or Code Number

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 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 remodel of the Grand Jury Building. 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 remodel of the existing Grand Jury Building. The improvements are limited to interior alterations including the reconfiguration of space and replacement of breakroom fixtures, new flooring and furniture and security access. The completion of these improvements will result in the ongoing use, operation, and maintenance of the facility. The use of the facility would not result in any changes as a result of the occupancy and no expansion of public services would occur. 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. 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.

Exempt Status

Other

Type, Section Number or Code Number

15061(B)(3)

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 remodel of the Grand Jury Building. 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 implementation of the interior site improvements to the existing building would be minor in nature and would not increase the building footprint, capacity, or change in use. 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.