

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



ITEM: 3.14
(ID # 28204)

MEETING DATE:
Tuesday, July 01, 2025

FROM : FACILITIES MANAGEMENT AND EXECUTIVE OFFICE

SUBJECT: FACILITIES MANAGEMENT (FM) AND EXECUTIVE OFFICE (EO): Indio Law Building County Counsel Tenant Improvement 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 4. [Total Cost \$4,978,904 - 100% Capital Improvement Program Fund 30700] (4/5 Vote Required)

RECOMMENDED MOTION: That the Board of Supervisors:

1. Approve the Indio Law Building County Counsel Tenant Improvement (Indio County Counsel TI) Project for inclusion in the Capital Improvement Program (CIP);
2. Find that the Project is exempt from the California Environmental Quality Act 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 Indio County Counsel TI Project; to provide staff and management offices, a front reception desk, conference room, training room, storage, and breakroom;
4. Approve and direct the Auditor Controller to make the budget adjustment as shown on Schedule A;

Continued on Page 2

ACTION: 4/5 Vote Required, Policy, CIP

Michelle Paradise
Michelle Paradise, ACEO

6/17/2025


Vincent Yzaguirre
Vincent Yzaguirre

6/18/2025

MINUTES OF THE BOARD OF SUPERVISORS

On motion of Supervisor Gutierrez, seconded by Supervisor Medina 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: July 1, 2025
xc: FM, EO

Kimberly A. Rector
Clerk of the Board
By: 
Deputy

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RECOMMENDED MOTION: That the Board of Supervisors:

5. Approve a preliminary project budget in the not to exceed amount of \$4,978,904 for the Project;
6. Authorize the use of Capital Improvement Program Fund 30700, including reimbursement to Facilities Management (FM) for incurred project related expenses;
7. 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
8. Authorize the Purchasing Agent to issue Purchase Orders in accordance with applicable Board policies to prequalified contractors in an amount not to exceed \$200,000 per vendor per project, per year, or pursuant to an approved and executed contract, the total of all project contracts and purchase orders shall not exceed the approved project budget.

FINANCIAL DATA	Current Fiscal Year:	Next Fiscal Year:	Total Cost:	Ongoing Cost
COST	\$ 4,978,904	\$ 0	\$ 4,978,904	\$ 0
NET COUNTY COST	\$ 0	\$ 0	\$ 0	\$ 0
SOURCE OF FUNDS: Capital Improvement Program Fund 30700 – 100%			Budget Adjustment: Yes	
			For Fiscal Year: 2025/26	

C.E.O. RECOMMENDATION: Approve

BACKGROUND:

Summary

The Indio Law Building is located at 82-995 US Highway 111 in Indio, California, 92201. The Office of County Counsel has requested to relocate their staff from the second floor of the building to the recently vacated, 5,779-square-foot former law library space. This move to the first floor will allow County Counsel staff to better serve their clientele and meet their needs.

The scope of work for the Indio County Counsel TI Project (Project) includes, but is not limited to, the remodel of the entire existing space to create staff and manager offices, a conference room, a large training room, a front reception area, storage space, a copier room, and a break room.

Facilities Management (FM) recommends the Board of Supervisors (Board) approve the Project and the preliminary project budget in the not to exceed amount of \$4,978,904. 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.

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With certainty, there is no possibility that the Indio County Counsel TI Project may have a significant effect on the environment. The Project, as proposed, is limited to interior renovations to create office spaces and conference rooms. 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 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 State Clearinghouse within five days of Board approval.

Impact on Residents and Businesses

The Indio County Counsel TI Project will provide additional office space for staff and create an improved, more efficient work environment. The Project will not impact residents or businesses, nor will it disrupt any daily operations.

Additional Fiscal Information

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

BUDGET LINE ITEMS	BUDGET AMOUNT
DESIGN PROFESSIONAL OF RECORD	214,960
SPECIALTY CONSULTANTS	7,500
REGULATORY PERMITTING	12,500
CONSTRUCTION CONTRACT	3,781,366
OTHER CONSTRUCTION	234,700
FURNITURE/FIXTURES/EQUIPMENT	210,000
COUNTY ADMINISTRATION	65,250
PROJECT CONTINGENCY	452,628
PRELIMINARY PROJECT BUDGET	\$ 4,978,904

Schedule A has been included herein this Board action for the Auditor Controller to increase appropriations and estimated revenue in the amount of \$4,978,904 for Capital Improvement Program Fund 30700 for the Project. All costs associated with this Board action will be 100% funded with Capital Improvement Program Fund 30700 and will be expended in FY 2025/26.

Attachments:

- Notice of Exemption for the Indio Law Building County Counsel Tenant Improvement Project
- Schedule A – Facilities Management Pass Thru Capital Improvement Program Fund 30700 Budget Adjustment

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VC:RM:AR:TV

FM08720014428

MT Item #28204

G:\Project Management Office\FORM 11'S\Form 11's_In Process\28204_D3 - 014428 - Indio Law Library Co Counsel TI Project - In
Princ & Prelim Project Budget_070125.doc



Esteban Hernandez 6/19/2025



Stacy Orton, Assistant Director of Purchasing 6/16/2025



Evangelina Gregorio EO, Principal Mgmt Analyst 6/20/2025



Aaron Gettis, Chief of Deputy County Counsel 6/19/2025

Budget Adjustment - Schedule A

Increase Appropriations:

30100-7200800000-542040	Buildings-Capital Projects	\$ 4,978,904
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Increase Revenues:

30100-7200800000-778280	Interfnd -Reimb For Service	\$ 4,978,904
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Riverside County
Facilities Management
3450 14th St., 2nd Floor, Riverside, CA 92501

NOTICE OF EXEMPTION

June 16, 2025

Project Name: Indio Law Building County Counsel Tenant Improvements (CC TI) Project

Project Number: FM08720014428

Project Location: 82-995 Highway 111, west of Jackson Street, Indio, CA 92201, Assessor's Parcel Number (APN): 614-050-060

Description of Project: The Indio Law Building is located at 82-995 US Highway 111 in Indio, California, 92201. The Office of County Counsel has requested to relocate their staff from the second floor of the building to the former 5779 square foot law library space on the first floor to accommodate their growing staff and to better serve their clientele. The scope of work for the Indio CC TI Project (Project) includes, but is not limited to, remodel of the existing space to create staff and manager offices, a conference room, a large training room, front reception, storage space, copier room, and a break room. The tenant improvements within the existing Indio Law Building are identified as the project under the California Environmental Quality Act (CEQA). No direct or indirect physical environmental impacts are anticipated from the tenant 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; Section 15302 Replacement or Reconstruction Exemption, and 15061(b)(3), General Rule or "Common Sense" Exemption, Codified under Title 14, Articles 5 and 19, Sections 15061 and 15301.

