

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



ITEM: 3.18
(ID # 29286)

MEETING DATE:
Tuesday, December 09, 2025

FROM : FACILITIES MANAGEMENT

SUBJECT: FACILITIES MANAGEMENT (FM): County Administrative Center Fire Alarm System Replacement 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 \$614,031 – 100% Deferred Maintenance Projects Fund 11208]

RECOMMENDED MOTION: That the Board of Supervisors:

1. Approve the County Administrative Center Fire Alarm System Replacement (CAC Fire Alarm Replacement) 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 CAC Fire Alarm Replacement Project; to upgrade the existing fire alarm system and bring the facility to compliance;
4. Approve a preliminary project budget in the not-to-exceed amount of \$614,031 for the Project;

Continued on Page 2

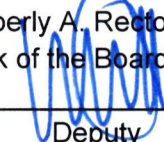
ACTION:Policy, CIP

Vincent Yzaguirre
Vincent Yzaguirre 11/19/2025

MINUTES OF THE BOARD OF SUPERVISORS

On motion of Supervisor Medina, 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: December 9, 2025
xc: FM

Kimberly A. Rector
Clerk of the Board
By: 
Deputy

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STATE OF CALIFORNIA**

RECOMMENDED MOTION: That the Board of Supervisors:

5. Authorize use of the Deferred Maintenance Projects Fund 11208 in the not-to-exceed amount of \$614,031, 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 within the approved project budget; and,
7. Direct 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	\$ 614,031	\$ 0	\$ 614,031	\$ 0
NET COUNTY COST	\$ 0	\$ 0	\$ 0	\$ 0
SOURCE OF FUNDS: Deferred Maintenance Projects Fund 11208 – 100%			Budget Adjustment: No	
			For Fiscal Year: 2025/26	

C.E.O. RECOMMENDATION: [Approve]

BACKGROUND:

Summary

The Riverside County Administrative Center (CAC) located at 4080 Lemon Street in Riverside, California, is in need of a fire alarm system replacement to bring the facility up to fire code compliance and provide an updated technology-based system. The scope of work for the CAC Fire Alarm Replacement Project (Project) includes new fire alarm system drawings for review and approval by the Riverside County Fire Marshall, including floorplans with names, riser diagrams, battery calculations, device legend, elevations, and documented sequence of operation, as well as identification of devices such as detectors, pull stations, tampers, relays, power supplies, input modules, notification appliances, annunciators, and Fire Alarm Control Panel (FACP) components.

The scope of the Project also includes conducting a full National Fire Protection Association 72 (NFPA 72) compliant inspection of existing fire alarm functions including audio visual (A/V), Heating, Ventilation, and Air Conditioning (HVAC) shutdown, elevator recall, magnetic door holds, waterflow, tampers, and monitoring connections. The Project will remove the existing FACP and tie all existing field devices into the new FACP, maintain existing system programming, install a new graphic annunciator, a remote paging unit, audio control components, display panels, tamper switches, amplifiers, firefighter phones, lamp/buzzer

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components, and light-omitting diode (LED) drivers. The awarded contractor will also provide detailed wire/cable/conduit routing on fire alarm plans and furnish and provide Digital Voice Fiber Cards.

Facilities Management (FM) recommends the Board of Supervisors (Board) approve the Project and the preliminary budget in the not-to-exceed amount of \$614,031. 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 CAC Fire Alarm Replacement Project may have a significant effect on the environment. The Project, as proposed, is limited to the replacement of the fire alarm system within the CAC facility. The facility will continue to serve the public and the Project will not result in an 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 CAC Fire Alarm Replacement Project will provide an upgraded fire alarm system throughout the CAC and in compliance with current fire alarm building codes. The Project will be completed during designated hours to avoid disruptions of daily operations, Board Meetings, and prevent disruptions to our customers and staff.

Additional Fiscal Information

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

BUDGET LINE ITEMS	BUDGET AMOUNT
SPECIALTY CONSULTANTS	0
REGULATORY PERMITTING	700
CONSTRUCTION CONTRACT	504,395
OTHER CONSTRUCTION	13,115
COUNTY ADMINISTRATION	40,000
PROJECT CONTINGENCY	55,821
PRELIMINARY PROJECT BUDGET	\$ 614,031

All costs associated with this Board action will be 100% funded through the Deferred Maintenance Projects Fund 11208 in the amount of \$614,031 and will be expended in FY 25/26.

Attachment:

- Notice of Exemption for the County Administrative Center Fire Alarm System Replacement Project

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VY:TB:RM:DL:TV

FM08720014523

MT Item #29286

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Project_In-Princ & Prelim Proj Budget_120925.doc

Melissa Curtis

Melissa Curtis, Deputy Director of Purchasing and Fleet

11/18/2025

Evangelina Gregorio EO

Evangelina Gregorio EO, Principal Mgmt Analyst

11/29/2025

Aaron Gettis

Aaron Gettis, Chief of Deputy County Counsel

11/24/2025

Riverside County
Facilities Management
3450 14th Street, Riverside, CA 92501

NOTICE OF EXEMPTION

November 5, 2025

Project Name: Riverside County Administrative Center (CAC) Fire Alarm System Replacement Project, Riverside

Project Number: FM08720014523

Project Location: 4080 Lemon Street, south of 10th Street, Riverside, California; Assessor's Parcel Numbers (APNs): 215-131-001, 215-131-002, 215-131-004, 215-131-011, 215-131-005, 215-131-010, 215-131-006, 215-131-009, 215-131-008, 215-131-007, 215-310-001

Description of Project: The CAC facility at 4080 Lemon Street is requiring a fire alarm system replacement to bring the facility up to fire code standards and provide an advanced technology-based system. The scope of work for the CAC Fire Alarm Replacement Project (Project) includes; new fire alarm system drawings for review and approval from Riverside County Fire Marshall, including floorplans with names, riser diagrams, battery calculations, device legend, elevations, and documented sequence of operation, and identification of devices such as detectors, pull stations, tampers, relays, power supplies, input modules, notification appliances, annunciators, and Fire Alarm Control Panel (FACP) components. Conduct a full National Fire Protection Association 72 (NFPA 72) compliant inspection of existing fire alarm functions including audio visual (A/V), Heating, Ventilation, and Air Conditioning (HVAC) shutdown, elevator recall, magnetic door holds, waterflow, tampers, and monitoring connections. Remove existing FACP and tie into all existing field devices into the new FACP, maintain existing system programming and installing new graphic annunciator, remote paging unit, audio control components, display panels, tamper switches, amplifiers, firefighter phone, lamp/buzzer components, and light-omitting diode (LED) drivers. Awarded contractor is to provide detailed wire/cable/conduit routing on fire alarm plans, and furnish and provide Digital Voice Fiber Cards. The replacement of the fire alarm system at the CAC is identified as the proposed project under the California Environmental Quality Act (CEQA). The operation of the facility will continue to provide public services and will not result in a change or expansion of existing use. No additional direct or indirect physical environmental impacts are anticipated.

Name of Public Agency Approving Project: Riverside County Facilities Management

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; 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 replacement of the fire alarm system at the CAC.

- **Section 15301 (b)–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 project, as proposed, is limited to replacement of the fire alarm system at the CAC, including drawings, inspection, and replacement of the control panel. The use of the facilities 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 it meets 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 proposed replacement of the fire alarm system at the CAC will not result in any direct or indirect physical environmental impacts. The improvements would occur within existing facility, would not alter the footprint and is being completed to create a compliant and functional facility. The use of the facility for public services would remain unchanged. 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.

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:** 11-5-2025 _____

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