

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



ITEM: 3.7
(ID # 30044)

MEETING DATE:
Tuesday, April 28, 2026

FROM : FACILITIES MANAGEMENT AND RIVERSIDE COUNTY FIRE DEPARTMENT

SUBJECT: FACILITIES MANAGEMENT (FM) AND RIVERSIDE COUNTY FIRE DEPARTMENT: Riverside County Fire Department Ben Clark Training Center Drill Grounds Roof Prop Renovation Phase I Project – California Environmental Quality Act (CEQA) 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. [\$200,000 - 100% Fire Department General Funds (Fund 10000)]

RECOMMENDED MOTION: That the Board of Supervisors:

1. Approve the Riverside County Fire Department Ben Clark Training Center Drill Grounds Roof Prop Renovation Phase I (BCTC Roof Prop Phase I) 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 BCTC Roof Prop Phase I Project, which includes modifications to the roof prop training areas as methods of training have evolved;

Continued on Page 2

ACTION:Policy, CIP


Geoff Pemberton, Chief Deputy County Fire

4/1/2026

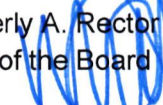

Vincent Yzaguirre

4/10/2026

MINUTES OF THE BOARD OF SUPERVISORS

On motion of Supervisor Washington, seconded by Supervisor Perez 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 28, 2026
xc: FM, Fire

Kimberly A. Rector
Clerk of the Board
By: 
Deputy

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RECOMMENDED MOTION: That the Board of Supervisors:

4. Approve a preliminary project budget in the not to exceed amount of \$200,000 for the Project;
5. Authorize the use of 100% Fire Department General Fund 10000 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. Authorize the Purchasing Agent to issue purchase orders in accordance with applicable Board policies to pre-qualified 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	\$ 200,000	\$ 0	\$ 200,000	\$ 0
NET COUNTY COST	\$ 200,000	\$ 0	\$ 200,000	\$ 0
SOURCE OF FUNDS: 100% Fire Department General Funds (Fund 10000)			Budget Adjustment: No	
			For Fiscal Year: 2025/26	

C.E.O. RECOMMENDATION: Approve

BACKGROUND:

Summary

The Ben Clark Training Center Drill Grounds is an existing training center located at 16902 Bundy Avenue in Riverside. The current roof training prop located on the drill grounds has experienced weather-related damage and wood decay. To correct these issues and better meet the evolving training program, Riverside County Fire would like to renovate the roof prop to replace damaged areas and re-purpose sections of the prop. The scope of work for the BCTC Roof Prop Phase I Project (Project) will include, but is not limited to: demo, sheeting, roofing, and painting.

Facilities Management (FM) recommends the Board of Supervisors (Board) approve the Project and the preliminary project budget in the not to exceed amount of \$200,000. FM will procure the most cost-effective project delivery method and award a design and construction contract in accordance with applicable Board policies to complete the Project.

With certainty, there is no possibility that the BCTC Roof Prop Phase I Project may have a significant effect on the environment. The Project, as proposed, is limited to the construction of small additions and renovations to an existing roof training prop. The additional improvements

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would not alter the use of the facilities and would not result in an expanded building footprint or increase in capacity or intensity of use. The renovations are minor interior improvements and would satisfy the requirements for use of the Existing Facilities Exemption identified in Section 15301, and the "Common Sense" Exemptions identified in Section 15061 (b)(3). 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 BCTC Roof Prop Phase Project will provide the Fire Department with an updated facility that meets its current needs and allows the department to better train Riverside County Fire staff.

Additional Fiscal Information

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

BUDGET LINE ITEMS	BUDGET AMOUNT
DESIGN PROFESSIONAL OF RECORD	18,000
SPECIALTY CONSULTANTS	0
REGULATORY PERMITTING	1,000
CONSTRUCTION	151,000
COUNTY ADMINISTRATION	10,000
PROJECT CONTINGENCY	20,000
PRELIMINARY PROJECT BUDGET	\$ 200,000

All costs related to this Board action will be covered entirely by Fire Department General Funds (10000). Estimated expenditures for FY 2025/26 total \$200,000. This full amount will be encumbered within the FY 2025/26 Fire Department Budget as shown in the financial data. No additional General Fund resources are needed.

Attachment:

- Notice of Exemption for the Riverside County Fire Department Ben Clark Training Center Drill Grounds Roof Prop Renovation Phase I Project.

VY:TB:RM:DL FM08270014671 MT Item# 30044
G:\Project Management Office\FORM 11'S\FORM 11's_In Process\30044_D1 - 014671 - BCTC Drill Grounds Roof Prop Renov Ph-I Proj - In-Princ & Prelim Proj Budget_032426.doc

Melissa Curtis
Melissa Curtis, Deputy Director of Purchasing and Fleet 4/10/2026

Evangelina Gregorio EO
Evangelina Gregorio EO, Principal Mgmt Analyst 4/20/2026

Aaron Gettis
Aaron Gettis, Chief Deputy County Counsel 4/16/2026

Aaron Gettis
Aaron Gettis, Chief Deputy County Counsel 4/16/2026

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

NOTICE OF EXEMPTION

March 3, 2026

Project Name: Ben Clark Training Center (BCTC) Drill Grounds Roof Training Prop Renovation Project

Project Number: FM08270014671

Project Locations: 16902 Bundy Avenue, south of Van Buren Boulevard, Riverside, California 92518; Assessor's Parcel Number (APN): 94-110-005

Description of Project: The Ben Clark Training Center Drill Grounds is an existing training center located at 16902 Bundy Avenue in Riverside. The current roof training prop located on the drill grounds has experienced weather-related damage and wood decay. To correct these issues and better meet the evolving training program, Riverside County Fire would like to renovate the roof prop to replace damaged areas and re-purpose sections of the prop. The scope of work for the BCTC Roof Prop Phase I Project (Project) will include, but is not limited to: demo, sheeting, roofing, and painting. The renovation to the roof training prop is defined as the proposed project under the California Environmental Quality Act (CEQA). The operation of the site will continue to provide public services at the existing facility and will not result in a significant expansion of existing 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 California Environmental Quality Act (CEQA) Guidelines, Section 15301 Existing Facilities Exemption; and Section 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 renovation to the roof training prop tower at the BCTC Drill Grounds.

