

**REPORT/RECOMMENDATION TO THE BOARD OF SUPERVISORS
OF SAN BERNARDINO COUNTY
AND RECORD OF ACTION**

May 24, 2022

FROM

DON DAY, Director, Project and Facilities Management Department

SUBJECT

Advertise for Competitive Bids for the Information Services Department Acquisitions and Improvements Project for the Innovation and Technology Department

RECOMMENDATION(S)

1. Find that the Innovation and Technology Department, Information Services Department Acquisitions and Improvements Project, is exempt under the California Environmental Quality Act Guidelines, Existing Facilities, Section 15301 (a) (b) (d), and New Construction or Conversion of Small Structures, Section 15303.
2. Approve the plans and specifications for the Innovation and Technology Department, Information Services Department Acquisitions and Improvements Project, located at 851 E. Cooley Drive, in Colton.
3. Authorize the Director of the Project and Facilities Management Department to advertise for competitive bids for the Innovation and Technology Department, Information Services Department Acquisitions and Improvements Project.
4. Direct the Clerk of the Board of Supervisors to file and post the Notice of Exemption of the Innovation and Technology Department, Information Services Department Acquisitions and Improvements Project as required under California Environmental Quality Act.

(Presenter: Don Day, Director, 387-5000)

COUNTY AND CHIEF EXECUTIVE OFFICER GOALS & OBJECTIVES

Improve County Government Operations.

Operate in a Fiscally-Responsible and Business-Like Manner.

FINANCIAL IMPACT

Approval of this item will not result in the use of additional Discretionary General Funding (Net County Cost). The Innovation and Technology Department (ITD), Information Services Department Acquisitions and Improvements Project (Project) (WBSE 10.10.0768) budget of \$43,556,905 is funded from the Discretionary General Fund as approved by the Board of Supervisors (Board) as part of the 2021-22 Capital Improvement Program (CIP) budget.

BACKGROUND INFORMATION

Approval of this item will allow Project and Facilities Management Department (PFMD) to solicit competitive bids for the Project located in Colton, CA. The Project, established in 2018 on behalf of ITD, formerly known as the Information Services Department, is a design-bid-build construction project. The Project will renovate the existing 75,000 square foot three-story building for staff by removing all existing interior office walls to have an open floor plan for cubicles, installation of new office furniture, installation of new site security fencing and solar

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canopies, as well as installation of two new 750-kilowatt generators to provide emergency backup power for the facility, which meets the County and Chief Executive Officer goals and objectives of improving County government operations and operating in a fiscally-responsible and business-like manner.

On June 26, 2018 (Item No. 48), the Board approved the acquisition of two contiguous parcels of real property, comprising a total of approximately 6.84 acres of land and improved with a building consisting of approximately 75,000 square feet of office space located at 851 E. Cooley Drive in the City of Colton, for ITD in accordance with Government Code Section 25350. The Project will renovate this building and make other improvements to the site as previously described.

It is recommended that the Board determine the project to be categorically exempt from further review under Section 15301 (a) (b) (d) Existing Facilities, and Section 15303 New Construction or Conversion of Small Structures of the California Environmental Quality Act Guidelines (CEQA) (Title 14, California Code of Regulations). As evidenced by the Notice of Exemption, Section 15301 provides categorical exemption for projects involving minor alterations of Class 1 existing facilities with no, or negligible expansion of former use. Section 15303 also provides categorical exemption for projects involving construction or installation of small facilities or structures, installation of small new equipment and structures, and the conversion of existing small structures from one use to another, where only minor modifications are made in the exterior of the structure. All work involved in the Project is consistent with Class 1 exemptions and therefore will not have a significant environmental impact.

This Project is consistent with County Administrative Office approved CIP request No. 19-116.

PROCUREMENT

PFMD will advertise for competitive bids for the Project on May 27, 2022. A mandatory pre-bid meeting for prospective bidders is scheduled for June 9, 2022, at 10:00 a.m. at the facility located at 851 E. Cooley Dr. in the City of Colton, CA. The bid opening is scheduled for July 21, 2022, at 10:00 a.m. at PFMD.

Plans and specifications are on file with the Clerk of the Board of Supervisors. Public Contract Code section 22039 requires the Board to approve the plans and specifications for the Project.

REVIEW BY OTHERS

This item has been reviewed by County Counsel (Katherine Hardy, Deputy County Counsel, 387-5455) on April 7, 2022; Innovation and Technology Department (Larry Ainsworth, Chief Information Officer, 388-0567) on April 19, 2022; Purchasing Department (Bruce Cole, Supervising Buyer, 387-2148) on March 31, 2022; Finance (Yael Verduzco, Principal Administrative Analyst, 387-5285) on May 5, 2022; and County Finance and Administration (Diana Atkeson, Deputy Executive Officer, 387-4376) on May 6, 2022.

(BR: 771-1168)

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Record of Action of the Board of Supervisors
San Bernardino County

APPROVED (CONSENT CALENDAR)

Moved: Curt Hagman Seconded: Janice Rutherford
Ayes: Col. Paul Cook (Ret.), Janice Rutherford, Dawn Rowe, Curt Hagman, Joe Baca, Jr.

Lynna Monell, CLERK OF THE BOARD

BY 
DATED: May 24, 2022



cc: PMD- Day w/CEQA & Receipt
File- Project and Facilities Management Dept. w/CEQA &
Receipt w/CD
LA 05/25/2022