

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



FROM: Department of Facilities Management SUBMITTAL DATE: March 19, 2003

SUBJECT: THE COUNTY ADMINISTRATIVE CENTER, 12th AND 14th FLOOR
- APPROVAL OF ARCHITECTURAL SERVICES AGREEMENT

RECOMMENDED MOTION: That the Board:

1. Approve the attached Agreement for Architectural Services with Westgroup Designs of Irvine, CA, in the amount of \$191,000 (Attachment "A"), and authorize the Chairman to execute the same on behalf of the County.
2. Direct the Auditor Controller to:
 - Increase appropriations 30100-7200800000-542040 (Building Improvement) \$191,000
 - Increase estimated revenue 30100-7200800000-781540 (Contribution from other funds) \$191,000
 - Increase appropriations 10000-1101000000-551100 (Contribution to Other Funds) \$191,000
 - Decrease designated fund balance 10000-1101000000-320109 (Designated FB-Capital Projects) \$191,000

BACKGROUND: Minute Order 3.66, dated August 27, 2002, approved allocating space on the 12th and 14th floors to the Transportation and Land Management Agency (TLMA), and directed Facilities Management to initiate the selection of an architectural firm to prepare plans and specifications. Facilities Management conducted a Request for Qualification (RFQ) process in accordance with Board Policy H-7, and a total of nine (9) firms responded. A selection committee with representatives from Facilities Management and TLMA reviewed each firm's qualifications and interviewed four (4) firms. Westgroup Designs of Irvine, CA was selected, and Facilities Management negotiated a fee of \$191,000. Per Board Policy B-22, the final project program and refined area of magnitude cost will be presented to the Board for review and approval upon completion of the schematic design.

MJS:JA:MD

Reviewed by
CIP TEAM

Michael J. Sylvester
MICHAEL J. SYLVESTER, Director
Department of Facilities Management

**REQUIRES
4/5 VOTE**

FINANCIAL DATA:

CURRENT YEAR COST	\$191,000
NET COUNTY COST	\$ N/A

ANNUAL COST	\$ 0
IN CURRENT YEAR BUDGET:	No
BUDGET ADJUSTMENT:	Yes FOR FY: 02/03

SOURCE OF FUNDS: Designated FB-Capital Projects 10000-1101000000-320109 (\$191,000)

C.E.O. RECOMMENDATION:

APPROVE

County Executive Officer Signature

[Signature]

Prev. Agn. ref.
M.O. 3.66, 8/27/02; M.O. 3.2, 9/25/01

Dist. 2

AGENDA NO.

3.11

FORM 11 (Rev. 8/96)
 Department Recommendation:
 Per Executive Office:
 Consent
 Consent
 Policy
 BY *[Signature]* Deputy
 4/3/03
 APR 03 2003
 COUNTY CLERK
 FORM APPROVED

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