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



FROM: Department of Facilities Management SUBMITTAL DATE: June 10, 2003

SUBJECT: THE COUNTY ADMINISTRATIVE CENTER, 12<sup>th</sup> AND 14<sup>th</sup> FLOOR REMODEL  
- APPROVAL OF SCHEMATIC DESIGN

RECOMMENDED MOTION: That the Board:

1. Approve the Schematic Design, on file with Facilities Management, for the remodel of the 12<sup>th</sup> and 14<sup>th</sup> Floors.
2. Authorize the architect to proceed to the Design Development and Construction Document Phases of the project.

BACKGROUND: Minute order 3.66, dated August 27, 2002, approved allocating space on the 12<sup>th</sup> and 14<sup>th</sup> 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.

Minute Order 3.11, dated April 15, 2003, approved the agreement for architectural services in the amount of \$191,000, and authorized Westgroup Designs of Irvine to develop the Schematic Design.

Westgroup Designs has completed the schematic design phase. The estimated project order of magnitude costs is \$3.3 to 3.5 million. This cost will continue to be refined following Board approval to proceed into the Design Development and Construction Document phases in accordance with the Capital Improvement Program (Board Policy B-22).

MJS:GC:MD:

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

FINANCIAL DATA:

CURRENT YEAR COST	\$191,000	ANNUAL COST	N/A
NET COUNTY COST	N/A	IN CURRENT YEAR BUDGET:	Yes
		BUDGET ADJUSTMENT:	No FOR FY: 03/04

SOURCE OF FUNDS: Designated FB-Capital Projects 100000-1101000000-320109

C.E.O. RECOMMENDATION: **APPROVE.**

County Executive Officer Signature *[Signature]*

*[Signature]*  
Reviewed by  
CIP TEAM

FORM APPROVED  
COUNTY COUNSEL  
JUN 30 2003  
BY *[Signature]*

Department Recommendation:  
Per Executive Office:  
 Consent  
 Policy  
 Consent  
 Policy