

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

732



FROM: Economic Development Agency

SUBMITTAL DATE:
October 15, 2003

SUBJECT: Consulting Services Agreement between WWCOT Architects and the Riverside County Economic Development Agency.

RECOMMENDED MOTION: That the Board approve and authorize the Chairman to execute the attached agreement in the amount of \$272,162.00, between the Riverside County Economic Development Agency and WWCOT Architects for architectural design services and delegate change order authority to the Executive Director of the Economic Development Agency and/or his designee in the amount of ten percent of the contract amount.

BACKGROUND: (Continued on Page 2)

Departmental Concurrence

Bradley J. Hudson
Bradley J. Hudson, Executive Director

Reviewed by
CIP TEAM

FINANCIAL DATA	Current F.Y. Total Cost:	\$ 272,162	In Current Year Budget:	N/A
	Current F.Y. Net County Cost:	\$ 0	Budget Adjustment:	N/A
	Annual Net County Cost:	\$ 0	For Fiscal Year:	N/A

SOURCE OF FUNDS: Economic Development Agency Funds	Positions To Be Deleted Per A-30	<input type="checkbox"/>
	Requires 4/5 Vote	<input type="checkbox"/>

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

FORM APPROVED
COUNTY COUNSEL

County Executive Office Signature *Rhonda King*

OCT 20 2003

BY *Lee A. J...*

- Dept't Recomm.:
- Per Exec. Ofc.:
- Consent
- Policy

Prev. Agn. Ref.: | **District:** ALL | **Agenda Number:**

3.32

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During the past five years, the EDA has grown tremendously with the addition of Aviation, the Housing Authority, MSCHP Habitat Acquisition, the Edward-Dean Museum, and County Service Areas along with the continual expansion of the EDA's other programs and activities including redevelopment, community development, economic development, housing, marketing, and workforce development. In redevelopment alone, the annual increase in tax increment has averaged 20% for each of the last five years requiring additional staff to implement the many programs and projects set forth in the Redevelopment Agency's Redevelopment and Implementation Plans.

In 1996 when the EDA moved into the 14th Street office location, the EDA had approximately 150 employees of which 50 were located downtown. Today, the EDA has 351 employees with 78 of them located downtown. Two divisions have already been relocated from downtown to the Housing Authority and the office layout has been modified three times to reduce office sizes to accommodate additional staff. With growth expected to continue, it is imperative that plans be made to modify the existing office or relocate to a new facility.

On August 5, 2002, the Board of Supervisors authorized the Economic Development Agency (EDA) to proceed with issuing a Request for Proposals for the development of conceptual plans for a new downtown EDA office at 11th and Lime Streets. However, it was determined that the high cost would render the construction of a new EDA office facility infeasible. Therefore, it is in the best interest of the County to rehabilitate and expand the existing office that EDA currently occupies. Improvements to the existing building versus the construction of a new facility will also maintain the EDA's key location at the corner of 14th and Lemon Streets as well as:

- upgrade the existing structural system to meet current building standards;
- provide upgrades to the HVAC system;
- improve building security;
- accommodate agency growth;
- provide better access to the public;
- improve handicapped accessibility; and
- update our professional image.

The EDA has requested proposals from qualified architectural firms for complete architectural services to improve the existing building at 3525 14th Street in the city of Riverside. Based on this competitive solicitation, we are recommending the firm of WWCOT Architects, who are located in Riverside. The only source of funds for the architectural services will be Economic Development Agency funds. The EDA plans to use the same source of funds for the construction of this project. Therefore, this project will not impact the County General Fund.

Should the Board approve the agreement for design services, the EDA will return to the Board upon completion of such services for the approval of the Plans and Specifications, an estimated construction budget, and authorization to advertise the Notice Inviting Bids. Staff recommends that the Board approve the agreement so that the EDA may proceed with the rehabilitation.