

323

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



FROM: Economic Development Agency

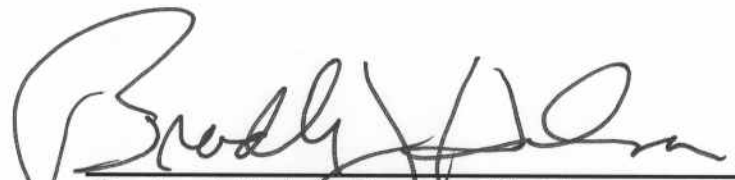
SUBMITTAL DATE:
June 10, 2004

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 \$79,849.00, between the Riverside County Economic Development Agency and WWCOT Architects for interior 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

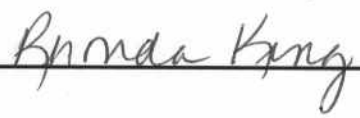

Bradley J. Hudson, Executive Director

F:\Shared\Strategic Planning\Projects\RFPs\EDA Renovation\Fom11_WWCOT TL_Agmt.doc

FINANCIAL DATA	Current F.Y. Total Cost:	\$ 79,849	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
JUN 24 2004

County Executive Office Signature  BY 

- Dept's Recomm.: Consent Policy
- Per Exec. Ofc.: Consent Policy

Prev. Agn. Ref.: | **District: 2** | **Agenda Number:**

**ATTACHMENTS FILED
WITH THE CLERK OF THE BOARD**

3.20

Submittal to the Board of Supervisors

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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 359 employees with 86 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 was imperative that EDA explore plans 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, on October 28, 2003 the Board of Supervisors authorized the Economic Development to enter into an agreement with WWCOT Architects for architectural services to improve the existing building at 3525 14th Street in the city of 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.

Since the commencement of the project, seismic upgrade recommendations have been made which would require demolition and replacement of major interior walls. As the scope of the original agreement did not include the interior tenant improvements to the existing offices, the EDA has determined that the renovation of the existing offices include interior tenant improvements.

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 tenant improvements.