

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

790



**FROM:** Economic Development Agency

**SUBMITTAL DATE:**  
July 28, 2004

**SUBJECT:** Agreement with Rite-Way Roof Corporation for Roofing Improvement Project at the Edward-Dean Museum and Gardens in Cherry Valley.

**RECOMMENDED MOTION:** That the Board of Supervisors:

1. Accept the lowest responsive bid submitted by Rite-Way Roof Corporation; and
2. Award the Construction Contract in the amount of \$112,500; and
3. Authorize the Chariman to execute the attached Contract; and
4. Authorize the Assistant County Executive Officer/EDA or his designee to administer the Contract in accordance with Board Policy B11.

**BACKGROUND:** On May 4, 2004, the Board of Supervisors approved the plans, specifications and bid documents for the subject project and authorized EDA to advertise for bids. The bid opening was held on July 15, 2004. Six (6) firms submitted bids; the lowest bid was submitted by Rite-Way Roof Corporation in the amount of \$112,500. EDA staff and Holt Architects, Inc. have reviewed the submitted bid documentation, and the references and work history of the apparent low bidder were investigated; the bid documents, references and work history are all in compliance with applicable requirements. Based upon these findings, it is recommended that the Board award the contract in the amount of \$112,500 to Rite-Way Roof Corporation.

*(Continued on page 2)*  
BJH:RZ:BJG:RDG:JET:AER

Bradley J. Hudson  
Assistant County Executive Officer/EDA

<b>FINANCIAL DATA</b>	Current F.Y. Total Cost:	\$ 112,500	In Current Year Budget:	Yes
	Current F.Y. Net County Cost:	\$ 0	Budget Adjustment:	No
	Annual Net County Cost:	\$ 0	For Fiscal Year:	2004-05

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

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

FORM APPROVED  
COUNTY COUNSEL  
AUG 09 2004  
BY *Lee A. Vinson*

**County Executive Office Signature** *Bhonda King*

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

Prev. Agn. Ref.: Item 3.6 05/04/04 | District: 5th | Agenda Number:

**3.33**

A notice of Exemption has been filed in compliance with the California Environmental Quality Act (CEQA) and a Statutory Worksheet has been completed in compliance with the National Environmental Protection Act (NEPA).

**Project Chronological Record:**

Approval of Plans and Specifications:	May 4, 2004
Authorization to Bid:	May 4, 2004
Notice Inviting Bids Published:	May 21 <sup>st</sup> , May 28 <sup>th</sup> , July 1 <sup>st</sup> , and 2 <sup>nd</sup> , 2004
Bid Opening:	July 15, 2004

The project will be funded with Community Development Block Grant funds and there will be no impact on the County's General Fund. The attached contract has been approved as to form by County Council and EDA staff recommends approval.

**ATTACHMENTS:**

- Construction Contract (3 copies)
- Notice Inviting Bids
- Bid Summary
- Contractor Payment and Performance Bonds
- Contractor Insurance Certificate