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

**FROM:** Department of Facilities Management and Assessor-County Clerk-Recorder

**SUBMITTAL DATE:**  
May 11, 2006

**SUBJECT:** COUNTY ADMINISTRATIVE CENTER – 6<sup>TH</sup> FLOOR REMODEL – NOTICE OF COMPLETION (Project 20041734)

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

1. Approve change orders 6 through 10 in the cumulative amount of \$61,587.87, which were above the approved 10% change order authority;
2. Accept the County Administrative Center – 6<sup>th</sup> Floor Remodel project, constructed by Neil Edwards Construction, as complete and authorize the Clerk of the Board to file the Notice of Completion; and
3. Authorize the release of 10% of held retention, as per Contract General Conditions, Article 20, Paragraph 20.1.8.

**BACKGROUND:** (Continued on Page 2)

ROBERT D. FIELD, Director  
Department of Facilities Management

LARRY W. WARD  
Assessor-County Clerk-Recorder

RDF:JA:jle

<b>FINANCIAL DATA</b>	<b>Current F.Y. Total Cost:</b>	N/A	<b>In Current Year Budget:</b>	N/A
	<b>Current F.Y. Net County Cost:</b>	N/A	<b>Budget Adjustment:</b>	N/A
	<b>Annual Net County Cost:</b>	N/A	<b>For Fiscal Year:</b>	05/06

<b>SOURCE OF FUNDS:</b> Recording Fees and AB818 Funds	<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

County Executive Office Signature

- Policy
- Policy
- Consent
- Consent

Dep't Recomm.:  
Per Exec. Ofc.:

Prev. Agn. Ref.: M.O. 3.16, 4/13/04;  
M.O. 3.16, 3/29/05.

District: 2

Agenda Number:

3.17

FORM APPROVED COUNTY COUNSEL

Department of Facilities Management

MAY 22 2006

**DEPARTMENT OF FACILITIES MANAGEMENT AND ASSESSOR-COUNTY  
CLERK-RECORDER**

Form 11: COUNTY ADMINISTRATIVE CENTER – 6<sup>TH</sup> FLOOR REMODEL –  
NOTICE OF COMPLETION (Project 20041734)

May 11, 2006

Page 2

**BACKGROUND:** (Continued)

Minute Order 3.16, dated March 29, 2005, approved the plans and specifications for the renovation of the 6<sup>th</sup> Floor offices of the Assessor-County Clerk-Recorder and authorized the Clerk of the Board to advertise for bids.

The original contract amount with Neil Edwards Construction was \$813,082. The project was completed within the Board approved budget. The project was inspected and found to comply with all contract documents. This Board action will release to Neil Edwards Construction the balance of the contract retention funds of \$94,189.83.

The total amount of change orders incurred over the course of construction exceeded the change order authority granted to Facilities Management. The total amount of change orders amounted to \$135,122.32 for a total contract amount of \$948,204.32.

The change orders resulted from a need to address unforeseen conditions in electrical and mechanical infrastructure. Other unforeseen conditions that led to additional costs were replacement of structural fire proofing that had deteriorated with age and replacement of framing components unavoidably damaged during the asbestos abatement portion of the work that was performed separately from the work performed by the general contractor.

Additionally, it was necessary to expedite portions of the work in order to meet the Assessor's critical occupancy window for year end operations. This requirement occurred near the end of the project and took the form of overtime work on weekends and after hours as well as quick shipment of some finish material. Due to the nature of these changes, it would have been of no advantage to the County to try and bid out this additional work and it would have cost the county even more in lost department productivity.

The total approved change order amount is within the overall project budget and no additional funding is required.

To be recorded with County Recorder  
within 10 days after completion.  
No recording fee.

**When recorded, return to:**  
Clerk, Board of Supervisors  
4080 Lemon St., 1st Floor  
Riverside, CA 92501

**Notice of Completion**  
(Civil Code § 3093 - Public Works)

(For Recorder's Use)

Notice is hereby given by the undersigned owner, a public entity of the State of California,  
that a public work of improvement has been completed, as follows:

Project title or description of work: **County Administrative Center - 6th Floor Remodel  
(Project #20041734)**

Date of completion: **As dated herein.**

Nature of owner: **County of Riverside, a Public entity.**

Interest or estate of owner: **Fee Title.**

Address of owner: **c/o Clerk of the Board of Supervisors  
4080 Lemon Street, Riverside, CA 92501**

Name of contractor: **Neil Edwards Construction  
136 W. Walnut Avenue; Monrovia, CA 91016**

Street address or legal description of site: **4080 Lemon Street, 6th Floor  
Riverside, CA 92501**

Dated: \_\_\_\_\_ Owner: County of Riverside  
(Name of public entity)

By: \_\_\_\_\_  
**Bob Buster**  
Title: Chairman, Board of Supervisors

STATE OF CALIFORNIA )  
COUNTY OF RIVERSIDE )

I am the Chairman of the governing board of the  
County of Riverside

the public entity which executed the foregoing notice and on whose behalf I make this verification:  
I have read said notice, know its contents, and the same time is true. I certify under penalty of  
perjury that the foregoing is true and correct.

Executed at \_\_\_\_\_, California on \_\_\_\_\_ (Date)