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

**FROM:** Department of Facilities Management

**SUBMITTAL DATE:**  
December 22, 2006

**SUBJECT:** Owner's Representative Services-Downtown Law Building

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

1. Approve the attached agreement between the County of Riverside and JCM Group/Heery International, Inc. of Los Angeles, California, in the amount of \$2,995,513 (Attachment A) and authorize the Chairperson to execute the agreement on behalf of the County;
2. Authorize the Director of the Department of Facilities Management to administer the agreement in accordance with applicable Board policies; and
3. Establish a pre-qualified list of owner's representative firms (consisting of the following: JCM Group/Heery International, Inc., Turner Construction Company, RDK Consulting, Inc., and 3D/I) for use on an as-needed basis and with negotiated fees not to exceed \$100,000 per project.

Departmental Concurrence

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

Robert Field, Director  
Department of Facilities Management

RF:JM:jle

FINANCIAL DATA	Current F.Y. Total Cost:	\$100,000	In Current Year Budget:	Yes
	Current F.Y. Net County Cost:	\$ 0	Budget Adjustment:	No
	Annual Net County Cost:	\$ 0	For Fiscal Year:	FY 06/07

**SOURCE OF FUNDS:** Capital Improvement Program to be reimbursed by bond proceeds from CORAL Financing

Positions To Be Deleted Per A-30	<input type="checkbox"/>
Requires 4/5 Vote	<input type="checkbox"/>

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

County Executive Office Signature

- Policy
- Policy
- Consent
- Consent

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

5803 7VM -P AM 8: 18  
CLERK (BO) T (CO) OF SUPERVISORS  
RECEIVED RIVERSIDE COUNTY

Prev. Agn. Ref.: M.O. 3.17, 10/24/06;  
3.19, 5/2/06; 16.3, 5/3/05

District: 2<sup>nd</sup>

Agenda Number:

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ATTACHMENTS FILED  
WITH THE CLERK OF THE BOARD

**BACKGROUND:**

On June 1, 2006, Facilities Management advertised a Request for Qualifications (RFQ) regarding the selection of a firm to provide Owner's Representative Services for the upcoming Downtown Law Building project. The RFQ was distributed for the purpose of selecting the most qualified firms for the construction management of the Downtown Law Building project and to develop and expand a pool of qualified owner's representative firms to perform work on qualifying capital and deferred maintenance projects on an as-needed basis.

Per Board Policy H-7 and the Government Code, a selection committee made up of representatives from Facilities Management and the Executive Office was formed to review each firm's qualifications and interview selected firms. After reviewing all of the submitted Statements of Qualifications (SOQ) and conducting interviews, JCM Group/Heery International, Inc. was identified as the firm best suited to provide the services required to help the county to successfully complete the Downtown Law Building. The attached agreement was subsequently negotiated with the assistance of County Counsel and County Risk Management. JCM Group/Heery International, Inc. offers particular strengths, experience, and capabilities in providing construction management/owner's representative services for projects with the size and complexity of the Downtown Law Building project.

In addition, three other firms met the minimum qualifications for providing owner's representative services. Creating and building upon a pool of qualified firms is in conformance with Board Policy H-7, and will help meet Facilities Management's need to quickly respond to the requirements of user departments and accelerate the delivery of projects. Services will be retained on an as-needed basis via the issuance of a purchase order for negotiated services including, but not limited to, agreement on the scope of work, terms, conditions, and compensation. Firms will be selected by Facilities Management's project management team based on the pre-qualified firm's current workload and the firm's particular qualifications for individual projects.

It is anticipated that the magnitude of the projects for which the firms would be hired will range from approximately \$4,000,000 to \$8,000,000. The fees for the various projects will likely range between \$50,000 and \$100,000.