

2007-08-155

307



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

FROM: Department of Facilities Management

SUBMITTAL DATE:
August 16, 2007

SUBJECT: County Administrative Center Annex Parking Lot Shade Structures

RECOMMENDED MOTION: That the Board of Supervisors:

1. Approve the attached agreement with USA Shade & Fabric Structures, Inc. in the amount of \$156,305 and authorize the Chairman to execute the agreement on behalf of the County;
2. Approve the total project budget of \$242,336;
3. Delegate project management authority for this project to the Director of Facilities Management in accordance with Board Policy B-11; and
4. Direct the Auditor-Controller to adjust Facilities Management's FY 2007/08 Capital projects budget (30100-7200800000) as set out on Attachment A.

BACKGROUND: On June 5, 2007, the Board of Supervisors approved the plans and specifications for the County Administrative Center Annex Parking Lot Shade Structure project and authorized the Clerk of the Board to advertise for bids.

(Continued on page 2)

Robert Field

 Robert Field, Director
 Department of Facilities Management

RF:JP:jle
Project #FM08110003805

| | | | | |
|-----------------------|--------------------------------------|-----------|--------------------------------|-------|
| FINANCIAL DATA | Current F.Y. Total Cost: | \$242,336 | In Current Year Budget: | No |
| | Current F.Y. Net County Cost: | \$ 0 | Budget Adjustment: | Yes |
| | Annual Net County Cost: | \$ 0 | For Fiscal Year: | 07/08 |

| | | |
|---|---|-------------------------------------|
| SOURCE OF FUNDS: CAC Annex Maintenance Reserve | Positions To Be Deleted Per A-30 | <input type="checkbox"/> |
| | Requires 4/5 Vote | <input checked="" type="checkbox"/> |

C.E.O. RECOMMENDATION: APPROVE

BY: *Jennifer L. Sargent*

 Jennifer L. Sargent

County Executive Office Signature

FORM APPROVED COUNTY COUNSEL
 BY: MARSHAL VICTOR 09-10-07
 DATE
 Departmental Concurrence
 SUSANA GARCIA-BOCANEGRA 9/11/07
 FISCAL PROCEDURES APPROVED
 ROBERT E. BYRD, AUDITOR-CONTROLLER
 BY: *[Signature]* 9/11/07

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

Prev. Agn. Ref.: 3.27, 6/5/07 | District: 2 | Agenda Number:

ATTACHMENTS FILED
WITH THE CLERK OF THE BOARD

3.20

BACKGROUND: (Continued)

On June 25, 2007, five general contractors attended a mandatory job walk. On July 5, 2007, the bids were opened and USA Shade & Fabric Structures, Inc. was determined to be the lowest responsive and responsible bidder. County Counsel has approved the agreement as to legal form. The approximate allocation of the project budget is as follows:

PROJECT BUDGET:

| | |
|--------------------------|------------------|
| Design and Construction | \$156,305 |
| PM and Inspection | \$33,000 |
| Lighting and Landscaping | \$15,000 |
| Project Contingency | <u>\$38,031</u> |
| TOTAL | \$242,336 |

FINANCIAL DATA:

This project was not included in the Capital projects budget for FY 07/08. Facilities Management incurred project related costs during FY 06/07 in the amount of \$8,280; therefore, billing for recovery of these costs will include retroactive charges.

| | |
|--------------------------|------------------|
| Total Project Budget | \$242,336 |
| FY 06/07 Expenditures | <u>\$8,280</u> |
| Current Fiscal Year Cost | \$234,056 |

Department of Facilities Management
County Administrative Center Annex Parking Lot Shade Structures – Total Project
Budget
August 16, 2007
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Attachment A

| | |
|---|-----------|
| Increase Estimated Revenues: | |
| 30100-7200800000-778280 – Interfund Reimbursement for Service | \$234,056 |
| Increase Appropriations: | |
| 30100-7200800000-542040 – Capital Projects | \$234,056 |