

2007-12-259

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

FISCAL PROCEDURES APPROVED
ROBERT E. BYRD, Auditor-Controller
BY: Samuel Wong, Deputy

APPROVED COUNTY COUNSEL
DATE: 2/22/08
BY: NEAL R. KIPNIS

FROM: Department of Facilities Management and Department of Riverside County Information Technology

SUBMITTAL DATE:
January 25, 2008

SUBJECT: First Amendment to the Personal Service Agreement for Site Leasing and Maintenance / Project Management Services

RECOMMENDED MOTION: That the Board of Supervisors:

1. Approve and execute the First Amendment to the Personal Service Agreement with GRD, Inc., to accelerate the payment scheduled for fiscal year three to fiscal year two of the agreement;
2. Authorize the Director of Facilities Management or his designee to sign the Amendment allowing accelerated spending for an amount not-to-exceed the previously stated contract maximum; and
3. Authorize the Auditor-Controller to adjust Facilities Management's Real Property budget for FY 2007/08 as specified in Schedule "A."

BACKGROUND: (Commences on Page 2)

Departmental Concurrence

[Signature]
Matt Frymire, Director
Riverside County Information Technology

[Signature]
Robert Field, Director
Department of Facilities Management

MF:RF:JRF:cm
11.404

FINANCIAL DATA	Current F.Y. Total Cost:	\$250,000	in Current Year Budget:	Partially
	Current F.Y. Net County Cost:	\$225,000	Budget Adjustment:	Yes
	Annual Net County Cost:	\$0	For Fiscal Year:	07/08

SOURCE OF FUNDS: Funds partially recovered through application fees, large portion reimbursable to Facilities Management by RCIT and PSEC Project.

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

C.E.O. RECOMMENDATION:

APPROVE

BY: *[Signature]*
Jennifer L. Sargent

County Executive Office Signature

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

Prev. Agn. Ref.: 3.16 12/12/2006 | District: All | Agenda Number:

ATTACHMENTS FILED
WITH THE CLERK OF THE BOARD

3.29

Department of Facilities Management
Amendment to the Personal Service Agreement for Site Leasing and Maintenance /
Project Management Services
January 25, 2008
Page 2

BACKGROUND: On December 12, 2006, the Board of Supervisors approved a Consulting Services Agreement with GRD, Inc. for an annual amount not-to-exceed \$250,000 per year, for three fiscal years commencing July 1, 2006, renewable in one year increments. The contract provided that GRD, Inc. would provide services and consultation to (a) Facilities Management for leasing of County owned property to private sector cellular service providers, (b) Riverside County Information Technology (RCIT) for items pertaining to the maintenance and evolvement of existing County communication sites, and (c) the Public Service Enterprise Communication (PSEC) project, primarily in the role of property entitlements.

GRD, Inc. and the Director of Facilities Management have exercised the option to renew the contract for the period of July 1, 2007 through June 30, 2008.

The acquisition tasks within the PSEC aspect of the contract have accelerated to the point where GRD, Inc. has already invoiced the County for the full amount authorized annually under the agreement. GRD, Inc. has been asked to speed up its services tied to site identification and control so that spending will be compressed into a shorter time frame than initially anticipated.

Under the terms and conditions set forth in the First Amendment to the Agreement with GRD, the cost of services provided will not exceed \$500,000 annually for FY 2007/08. In addition, the term of the Agreement is being amended to conclude on June 30, 2008 with no further options to renew.

REIMBURSEMENT: As previously indicated, Facilities Management will be reimbursed by RCIT for those tasks performed by GRD, Inc. at the request of or for the benefit of RCIT. Facilities Management will be reimbursed by the PSEC project for those tasks outsourced by Facilities Management for PSEC or for those tasks performed by GRD, Inc. at the request of or for the benefit of PSEC. Facilities Management will also assess and collect application fees from private sector cellular carriers seeking to lease County property to offset costs associated with the contract, estimated at \$25,000 per year.

Facilities Management will require a budget adjustment to its Real Property budget for FY 2007/08 in order to cover the additional \$250,000 needed to increase the annual contract maximum amount to \$500,000 for FY 2007/08. No additional Net County Cost is being requested as a result of this amendment.

(continued)

Schedule A

Increase Estimated Revenues:

10000-7200400000-778280	Interfund-Reimb for Service	\$250,000
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Increase Appropriations:

10000-7200400000-525440	Professional Services	\$250,000
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