

836



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

*Review by
CIP TEAM
Serena Chow*

FROM: Department of Facilities Management

SUBMITTAL DATE:
January 5, 2009

SUBJECT: Riverside CAC Transportation Land Management Agency (TLMA) Renovation

RECOMMENDED MOTION: That the Board of Supervisors:

1. Approve the attached architectural and engineering services agreement between the County of Riverside and Westgroup Designs of Irvine, California, in the amount of \$120,180 together with a reimbursable allowance of \$4,200 and authorize the Chairman to execute the agreement on behalf of the County; and
2. Authorize the Director of Facilities Management to administer the agreement in accordance with applicable Board policies.

BACKGROUND: On May 21, 2007, the Board of Supervisors approved the Fiscal Year 2007-2008 Capital Improvement Plan Update, which included the recommendation to proceed with a project to remodel the space occupied by TLMA on the 2nd Floor of the Riverside County Administrative Center.

(Continued)

Robert Field

Robert Field, Director
Department of Facilities Management

FINANCIAL DATA	Current F.Y. Total Cost:	\$ 374,380	In Current Year Budget:	Yes
	Current F.Y. Net County Cost:	\$ 374,380	Budget Adjustment:	No
	Annual Net County Cost:	\$ 0	For Fiscal Year:	08/09

SOURCE OF FUNDS: Capital Improvement Program - General Fund	Positions To Be Deleted Per A-30	<input type="checkbox"/>
	Requires 4/5 Vote	<input type="checkbox"/>

C.E.O. RECOMMENDATION: APPROVE

BY: *Jennifer L. Sargent*

County Executive Office Signature

Departmental Concurrence

FORM APPROVED COUNTY COUNSEL
BY: *Pamela J. Walls* 9/25/08 DATE

Policy

Consent

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

Prev. Agn. Ref.: 2.0-5/21/07 | District: 2 | Agenda Number:

ATTACHMENTS FILED WITH THE CLERK OF THE BOARD

3.24

BACKGROUND: (Continued)

On July 9, 2007, Facilities Management advertised a Request for Qualifications (RFQ) regarding the selection of a firm to provide architectural services for the proposed project. The RFQ was distributed for the purpose of selecting the most qualified firm to provide architectural services. The purpose of the project is to renovate approximately 28,100 square feet of office space.

Per Board Policy H-7 and the Government Code, a selection committee was formed that included representatives from Facilities Management and TLMA to review each firm's qualifications and to interview selected firms. After reviewing all of the submitted Statements of Qualifications and conducting interviews, Westgroup Designs was selected as the firm best suited to provide the services required to successfully complete the TLMA remodel project. County Counsel has approved the agreement as to legal form.

FINANCIAL DATA:

The following summarizes the estimated funding necessary to complete the design phase of the project:

Westgroup Designs Agreement:	\$124,380
DOFM Design & Construction Costs:	<u>\$250,000</u>
TOTAL:	\$374,380

The DOFM Design and Construction costs for the design phase pertain to architectural programming, design space planning and project management time and labor.

Sufficient funds are available in the current fiscal year CIP budget to cover the costs associated with this agreement. However, no additional funds can be designated for this project without further direction from the Board of Supervisors.