

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



SUBMITTAL DATE:
December 22, 2009

FROM: Economic Development Agency

SUBJECT: County Administrative Center 7th Floor Renovation

RECOMMENDED MOTION: That the Board of Supervisors:

1. Accept the supplemental work portion only for the County Administrative Center (CAC) 7th Floor Human Resources Renovation, constructed by MTM Construction, Inc., as complete and authorize the Clerk of the Board to record the Notice of Completion; and
2. Authorize the release of retained funds in the amount of \$3,891 to the contractor in accordance with the contract terms.

BACKGROUND: On November 18, 2008, the Board of Supervisors approved a Job Order Contract with MTM Construction, Inc. and the County of Riverside. A work order was issued pursuant to that contract for supplemental work, flooring, countertops and site clearing at the CAC 7th Floor Human Resources Renovation in the amount of \$38,914.

(Continued)

Reviewed by
CIP TEAM
Christopher Hans
Christopher Hans

Robert Field

Robert Field
Assistant County Executive Officer EDA

FINANCIAL DATA	Current F.Y. Total Cost:	\$ 3,891	In Current Year Budget:	Yes
	Current F.Y. Net County Cost:	\$ 3,891	Budget Adjustment:	No
	Annual Net County Cost FY:	\$ 0	For Fiscal Year:	09/10

SOURCE OF FUNDS: Capital Improvement Program (CIP) Fund loan with repayment from department funds	Positions To Be Deleted Per A-30	<input type="checkbox"/>
	Requires 4/5 Vote	<input checked="" type="checkbox"/>

C.E.O. RECOMMENDATION:

APPROVE

County Executive Office Signature

BY: *Jennifer L. Sargent*
Jennifer L. Sargent

FISCAL PROCEDURES APPROVED
ROBERT E. BYRD, AUDITOR-CONTROLLER
BY: *[Signature]*
SUSANA GARCIA-BOCANEGRA

FORM APPROVED COUNTY COUNCIL
BY: *[Signature]* NEAL R. KIPNIS
DATE: _____
Departmental Concurrence

Policy

Consent

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

Prev. Agn. Ref.: 3.72, 7/29/08; 3.5, 4/29/08;
3.71, 12/18/07; 3.23, 10/30/07; 3.24, 10/16/07;
3.19, 9/18/07; 3.9, 6/19/07; 16.3, 5/3/05

District: 2

Agenda Number:

3.8

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BACKGROUND: (Continued)

That project has been inspected and found to comply with all contract requirements. This Board action will release the balance of the contract retention funds of \$3,891 to MTM Construction.

There were no change orders to the original work order amount. The total approved work order is within the overall project budget and no additional funding is required.

PLEASE COMPLETE THIS INFORMATION
RECORDING REQUESTED BY:

KECIA HARPER-IHEM, CLERK OF THE BOARD
RIVERSIDE CO. CLERK OF THE BOARD
4080 LEMON STREET, 1ST FLOOR CAC
P O BOX 1147 - RIVERSIDE, CA 92502

MAIL STOP # 1010

AND WHEN RECORDED MAIL TO:

RETURN TO: STOP #1010
RIVERSIDE COUNTY CLERK OF THE BOARD
P. O. BOX 1147 - RIVERSIDE, CA 92502

THIS SPACE FOR RECORDERS USE ONLY

NOTICE OF COMPLETION

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

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: Supplemental Work Portion of the County Administrative Center,
7th Floor Human Resources Renovation
(Project #FM08113003169/JOC02-FPG20063169.00)

Date of Completion: Date Hereof

Nature of owner: County of Riverside, public entity

Interest or estate of owner: In Fee

Address of owner: Clerk of Board of Supervisors, County Administrative Center
4080 Lemon Street, Riverside, CA 92501

Name of contractor: MTM Construction, Inc., 16035 Phoenix Drive, City of Industry, CA 91745

Street or legal description of site: 4080 Lemon Street, 7th Floor, Riverside, CA 92501

Dated: _____

Owner: _____
County of Riverside
(Name of Public Entity)

By: _____
Marion Ashley, Chairman, Board of Supervisors

STATE OF CALIFORNIA)

ss

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 this notice, know its contents, and the same is true. I certify under penalty of perjury that the foregoing is true and correct.

Executed at Riverside, California on _____ (Date)

_____, Marion Ashley, Chairman of the Board of Supervisors

ATTEST: KECIA HARPER-IHEM, Clerk of the Board

By: _____ Deputy

FORM APPROVED COUNTY COUNSEL
BY: NEAL R. KIPNIS DATE