

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

914



**FROM:** Economic Development Agency

**SUBMITTAL DATE:**  
March 17, 2011

**SUBJECT:** Blythe Fleet Services Fueling Station and Car Wash – Notice of Completion

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

1. Ratify the attached Amendment No. 1 to the architectural service agreement between the County of Riverside and Holt Architects, Inc. of Rancho Mirage, California, in the amount of \$7,108, and authorize the Chairman of the Board to execute the agreement on behalf of the county;
2. Authorize the Assistant County Executive Officer/EDA to administer Amendment No. 1 for Holt Architects, Inc. in accordance with applicable Board policies;

FISCAL PROCEDURES APPROVED  
PAUL ANGULO, CPA, AUDITOR-CONTROLLER  
BY: Samuel Wong 3/17/11  
SAMUEL WONG

Reviewed by  
Christoph Hans  
(continued)  
PURCHASING &  
FLEET SERVICES

*Robert Howdyshell*  
Robert Howdyshell, Director

*Lisa Brandl for*  
Robert Field  
Assistant County Executive Officer/EDA  
By Lisa Brandl, Managing Director

<b>FINANCIAL DATA</b>	Current F.Y. Total Cost:	\$ 172,091	In Current Year Budget:	Yes
	Current F.Y. Net County Cost:	\$ 0	Budget Adjustment:	No
	Annual Net County Cost:	\$ 0	For Fiscal Year:	2010/11

**COMPANION ITEM ON BOARD OF DIRECTORS AGENDA:** No

<b>SOURCE OF FUNDS:</b> Fleet Services	<b>Positions To Be Deleted Per A-30</b>	<input type="checkbox"/>
	<b>Requires 4/5 Vote</b>	<input type="checkbox"/>

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

**County Executive Office Signature** *Jennifer L. Sargent*  
BY: Jennifer L. Sargent

FORM APPROVED, COUNTY COUNSEL  
DATE: 3/10/11  
BY: MARSHA L. VICTOR

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

Prev. Agn. Ref.: 3.69 of 12/22/09; 3.40 of 6/2/09 District: 4 Agenda Number:

ATTACHMENTS FILED  
WITH THE CLERK OF THE BOARD

**3.14**

**RECOMMENDED MOTION:** (Continued)

3. Ratify Change Order No. 4 in the amount of \$26,206 and find that it was impractical to bid out the additional work based on the integral nature of the work as presented in the background facts;
4. Authorize the Assistant County Executive Officer/EDA, or designee, to execute the change order on behalf of the county;
5. Approve the reduction of the contract retention for Orr Builders from 10% to 5% per the general Conditions of the contract and authorize the release of \$138,777 in retained funds to the contractor in accordance with the contract terms; and
6. Accept the Blythe Fleet Services Fueling Station and Car Wash constructed by Orr Builders as completed and authorize the Clerk of the Board to record the Notice of Completion.

**BACKGROUND:**

On September 30, 2008, the Board of Supervisors approved an architectural services agreement between the County of Riverside and Holt Architects in the amount of \$122,770 for design services of the Blythe Fleet Services Fueling Station and Car Wash.

Additional tasks requested by the City of Blythe and the County of Riverside were not included in the original scope of work within the contract. As a result of these additional services, Amendment No. 1 will compensate Holt Architects in the amount not-to-exceed \$7,108.

On December 22, 2009, the Board of Supervisors approved the construction contract between the County of Riverside and Orr Builders in the amount of \$1,239,500 for construction of the Blythe Fleet Services Fueling Station and Car Wash.

Change Order No. 4 will exceed the 10% contingency allowance, which requires Board approval. The change order will compensate Orr Builders in the amount not-to-exceed \$26,206.

Construction costs for the Blythe Services Fueling Station and Car Wash exceeded the 10% contingency due to an excessive amount of water in the ground. For these areas, we were required to determine the extent of the leaks and to identify the source. The work performed under Change Order No. 4 was essential to the successful completion of the project. Furthermore, the scope of this work was interrelated with the base scope of the contractor, making the work performed under Change Order No. 4 impractical to bid out.

The general conditions of the contract state that after the 50% completion point of the contract work, if satisfactory progress is being made, the county has sole discretion to reduce the retention to a minimum of 5% of the contract. Orr Builders has completed the work on time, within budget, and in a professional manner. Therefore, the Economic Development Agency recommends that the contract retention be reduced to 5% of the contract and the Clerk of the Board to record the Notice of Completion.

(Continued)

**BACKGROUND:** (Continued)

The project was inspected and found to comply with all contract requirements. This Board action will release \$69,389, which is 5% of the total contract, and the remaining retention funds of \$69,388 to Orr Builders. The sum of these two amounts is \$138,777.

Sufficient funds are budgeted for FY 2010/11 within the project budget to cover all costs associated with this agreement. This agreement will be fully funded by Fleet Services, thus no additional net county costs will be incurred as a result of this agreement.

PLEASE COMPLETE THIS INFORMATION  
RECORDING REQUESTED BY:

KECIA HARPER-IHEM, CLERK OF THE BOARD  
RIVERSIDE CO. CLERK OF THE BOARD  
4080 LEMON STREET, 1<sup>ST</sup> 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:** Blythe Fleet Services Fueling Station and Car Wash (Project #FM08730003903)

**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 St., Riverside, CA 92501

**Name of contractor:** Orr Builders, 39-301 Badger St., Suite 300, Palm Desert, CA 92211

**Street or legal description of site:** 226 West Barnard, Blythe, CA 92225

**Dated:**

Owner: County of Riverside  
(Name of Public Entity)

By: \_\_\_\_\_  
Bob Buster, 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 \_\_\_\_\_

\_\_\_\_\_, Bob Buster, Chairman of the Board of Supervisors

ATTEST: KECIA HARPER-IHEM, Clerk of the Board

By: \_\_\_\_\_ Deputy

FORM APPROVED COUNTY COUNSEL

BY: Marsha L. Victor 3/10/11  
MARSHA L. VICTOR DATE

COUNTY OF RIVERSIDE  
ECONOMIC DEVELOPMENT AGENCY

PROJ MGMT OFFICE-ADMIN

CHANGE ORDER NO. 4

2011 FEB 15 AM 11:34

Date: 11/2/2010

Project: Blythe Fueling Station and Car Wash

To Contractor:  
Orr Builders  
39-301 Badger St. Suite 300  
Palm Desert, CA 92111

Project No.: FM08730003903  
Distribution:  
Project Manager Construction Manager  
Contractor Inspector  
Fiscal Architect/Engineer

You are directed to make the following changes. Changes shall include labor, material and equipment; each item to include all charges or indirect arising out of this work:


1) Excavation stabilization for fuel canopy footings COR # 15 and CCD - 12	ADD	\$ 6,432.20
2) Remove cold patch and replace with AC COR # 22 and CCD - 14	ADD	\$ 7,400.00
3) Permit Fees COR # 17 and CCD - 16	ADD	\$ 4,837.25
4) Unused allowance COR # 18 and CCD - 17	DEDUCT	\$ (552.00)
5) Credit for eliminated shade structures COR # 19 and CCD - 18	DEDUCT	\$ (11,032.00)
6) Install pull box COR # 20 and CCD - 19	ADD	\$ 1,421.99
9) Paint Louvers COR # 23 and CCD - 20	ADD	\$ 700.00
10) Added Cost to Alternates COR # 21 and CCD - 21	ADD	\$ 19,248.00
7) Credits for Concrete island / Light Pole COR # 11R and CCD - 22	DEDUCT	\$ (1,671.80)
8) Water Meters COR # 13R and CCD - 23	ADD	\$ 1,421.99
9) Elimination of Mechanical Screens COR # 24 and CCD - 24	ADD	\$ (2,000.00)

The specifications, where pertinent, shall apply to these changes.  
This Change Order provides for a time extension of 13 calendar days.  
Original Contract Duration (calendar days): 240  
Prior Authorized Time Extension (calendar days): 44  
Revised Construction Duration (calendar days): 297  
Original Contract Completion Date: 9/22/2010  
Revised Contract Completion Date: 11/18/2010

NOTE:

This change order is not effective until approved by the Chair, Board of Supervisors, Assistant County Executive Officer EDA or designee, as indicated.

The undersigned contractor has given careful consideration to the change proposed, including its effect on other work

  
Contractor \_\_\_\_\_ Date 11/19/11

Original Contract	\$ 1,239,500.00
Prior Authorized [*]ADD [ ]DED	\$ 122,065.92
Total Contract Prior to this Change	\$ 1,361,565.92

Assistant County Executive Officer EDA \_\_\_\_\_ Date \_\_\_\_\_  
or Designee

Authorized Changes on this C.O.:  
Addition \$ 26,205.63  
Deduction \$ \_\_\_\_\_

  
Architect \_\_\_\_\_ Date 1/19/11

NET: [\*] Addition [ ] Deduction \$ 26,205.63

  
Project Manager \_\_\_\_\_ Date 2/2/11

Amount of Contract Authorized Including this Change Order \$ 1,387,771.55

Pursuant to:  
 M.O. and Date 3/29/11

COPY

AMENDMENT NO. 1

To The

AGREEMENT

Between

THE COUNTY OF RIVERSIDE AND HOLT ARCHITECTS, INC.

**The County of Riverside and Holt Architects, Inc.** of Rancho Mirage, CA hereby agree to amend that certain agreement for Architectural Services associated with the Blythe Fleet Services Fueling Station and Car Wash (FM08730003903) approved on 9/30/08, Agenda Item 3.44 as follows:

- Section II. SCOPE OF SERVICES shall be modified in the first paragraph to read as follows:

“ARCHITECT shall provide additional services as outlined and specified in **Exhibit A-1** consisting of 1 page attached hereto and incorporated herein by this reference”.

- Section III. ARCHITECT’S SERVICES shall be modified to add the following sentence to the introductory paragraph:

“The term of this Agreement shall be from September 30, 2008 and continue in effect until the Blythe Fleet Services Fueling Station and Car Wash is complete, unless terminated as specified in Paragraph X.A. All applicable indemnification provisions in this Agreement shall remain in effect following the termination of this Agreement.”

- Section VI. COMPENSATION, subparagraph A.4 to be modified as follows:

“Authorized reimbursable expenses shall be paid at consultant’s cost, plus 10%. Authorized reimbursable expenses are as follows, and shall not exceed: \$9,107.86.”

- All other terms and conditions of the agreement shall remain in full force and effect.

County of Riverside

Chairman, Board of Supervisors

**Holt Architects, Inc.**

By 

Title Project Architect

ATTEST:

Kecia Harper-Ihem  
Clerk of the Board

By \_\_\_\_\_  
Deputy

(Seal)

FORM APPROVED COUNTY COUNSEL  
BY: Marshall Victor 3/10/11  
MARSHAL L. VICTOR DATE



# HOLT ARCHITECTS

## ARCHITECTURE AND PLANNING

■ TIMOTHY M. HOLT, AIA ■ JOHN E. HOLT, AIA ■ THOMAS C. HOWELL, AIA

### Architectural Services Fee Request

	<b>BLYTHE FUELING STATION</b>	Date:	October 31, 2010
Project Number:	RVC.024	File:	C/I
To:	Dane Winkelman County of Riverside		

### ADDITIONAL FEE REQUEST:

#### REIMBURSABLE EXPENSES

*Unreimbursed Expenses (attached) from April 15, 2009  
through October 31, 2010.*

7,107.86

**TOTAL AMOUNT ADDITIONAL SERVICES FEE REQUEST**

**\$ 7,107.86**

**Requested By:**  
**Holt Architects, Inc**

*Tim Holt*

\_\_\_\_\_  
Timothy M. Holt  
President

**Approved By:**

\_\_\_\_\_

5/7/2009	RVC.024	Blythe Fleet Services	UPS	10.00		0.10	1.00	11.00
3/31/2009	RVC.024	Blythe Fleet Services	OCB	245.67		0.10	24.57	270.24
3/31/2009	RVC.024	Blythe Fleet Services	OCB	19.40		0.10	1.94	21.34
4/20/2009	RVC.024	Blythe Fleet Services	8 1/2 x 11 B/W	719	0.20			143.80
4/20/2009	RVC.024	Blythe Fleet Services	8 1/2 x 11 Color	13	1.00			13.00
5/27/2009	RVC.024	Blythe Fleet Services	OCB	735.15		0.10	73.52	808.67
4/20/2009	RVC.024	Blythe Fleet Services	OCB	247.95		0.10	24.80	272.75
6/15/2009	RVC.024	Blythe Fleet Services	11 x 17 B/W	4	0.50			2.00
6/15/2009	RVC.024	Blythe Fleet Services	8 1/2 x 11 B/W	156	0.20			31.20
6/19/2009	RVC.024	Blythe Fleet Services	8 1/2 x 11 Color	3	1.00			3.00
6/30/2009	RVC.024	Blythe Fleet Services	All Valley Reprographics	16.59		0.10	1.66	18.25
6/30/2009	RVC.024	Blythe Fleet Services	8 1/2 x 11 B/W	58	0.20			11.60
7/13/2009	RVC.024	Blythe Fleet Services	11 x 17 B/W	8	0.50			4.00
7/21/2009	RVC.024	Blythe Fleet Services	Mileage	130	0.75			97.50
7/27/2009	RVC.024	Blythe Fleet Services	OCB	115.26		0.10	11.53	126.79
7/28/2009	RVC.024	Blythe Fleet Services	Mileage	132	0.75			99.00
7/29/2009	RVC.024	Blythe Fleet Services	OCB	345.47		0.10	34.55	380.02
7/31/2009	RVC.024	Blythe Fleet Services	OCB	189.23		0.10	18.92	208.15
8/3/2009	RVC.024	Blythe Fleet Services	OCB	36.98		0.10	3.70	40.68
8/3/2009	RVC.024	Blythe Fleet Services	8 1/2 x 11 B/W	112	0.20			22.40
8/3/2009	RVC.024	Blythe Fleet Services	8 1/2 x 11 Color	170	1.00			170.00
8/3/2009	RVC.024	Blythe Fleet Services	11 x 17 B/W	17	0.50			8.50
8/11/2009	RVC.024	Blythe Fleet Services	11 x 17 Color	6	2.00			12.00
8/13/2009	RVC.024	Blythe Fleet Services	OCB	2.45		0.10	0.25	2.70
8/31/2009	RVC.024	Blythe Fleet Services	Mileage	65	0.75			48.75
7/13/2009	RVC.024	Blythe Fleet Services	OCB	95.75		0.10	9.58	105.33
8/6/2009	RVC.024	Blythe Fleet Services	Mileage	95	0.75			71.25
8/11/2009	RVC.024	Blythe Fleet Services	OCB	10.33		0.10	1.03	11.36
8/13/2009	RVC.024	Blythe Fleet Services	UPS	15.49		0.10	1.55	17.04
8/18/2009	RVC.024	Blythe Fleet Services	Parking Fee	4.00				4.00
8/31/2009	RVC.024	Blythe Fleet Services	UPS	16.35				16.35
8/31/2009	RVC.024	Blythe Fleet Services	OCB	23.98		0.10	2.40	26.38
8/31/2009	RVC.024	Blythe Fleet Services	8 1/2 x 11 Color	14	1.00			14.00
8/31/2009	RVC.024	Blythe Fleet Services	8 1/2 x 11 B/W	498	0.20			99.60



8/31/2009	RVC.024	Blythe Fleet Services	11 x 17 B/W	4	0.50				2.00
9/23/2009	RVC.024	Blythe Fleet Services	8 1/2 x 11 Color	64	1.00				64.00
9/23/2009	RVC.024	Blythe Fleet Services	8 1/2 x 11 B/W	48	0.20				9.60
9/24/2009	RVC.024	Blythe Fleet Services	Mileage	145	0.75				108.75
10/20/2009	RVC.024	Blythe Fleet Services	8 1/2 x 11 B/W	7	0.20				1.40
10/31/2009	RVC.024	Blythe Fleet Services	8 1/2 x 11 B/W	8	0.20				1.60
10/31/2009	RVC.024	Blythe Fleet Services	11 x 17 B/W	2	0.50				1.00
11/2/2009	RVC.024	Blythe Fleet Services	Mileage	22	0.75				16.50
12/16/2009	RVC.024	Blythe Fleet Services	All Valley Reprographics	13.05		0.10	1.31		14.36
12/18/2009	RVC.024	Blythe Fleet Services	All Valley Reprographics	20.55		0.10	2.06		22.61
12/18/2009	RVC.024	Blythe Fleet Services	All Valley Reprographics	17.50		0.10	1.75		19.25
12/31/2009	RVC.024	Blythe Fleet Services	30 x 42 Color	42.00	9.00				378.00
12/31/2009	RVC.024	Blythe Fleet Services	8 1/2 x 11 B/W	2.00	0.20				0.40
1/4/2010	RVC.024	Blythe Fleet Services	30 x 42 Color	12.00	9.00				108.00
1/4/2010	RVC.024	Blythe Fleet Services	30 x 42 Color	14.00	9.00				126.00
1/4/2010	RVC.024	Blythe Fleet Services	8 1/2 x 11 B/W	197.00	0.20				39.40
1/4/2010	RVC.024	Blythe Fleet Services	8 1/2 x 11 Color	6.00	1.00				6.00
1/4/2010	RVC.024	Blythe Fleet Services	11 x 17 Color	3.00	2.00				6.00
1/5/2010	RVC.024	Blythe Fleet Services	Mileage	65.00	0.75				48.75
2/1/2010	RVC.024	Blythe Fleet Services	8 1/2 x 11 B/W	152.00	0.20				30.40
2/1/2010	RVC.024	Blythe Fleet Services	8 1/2 x 11 Color	39.00	1.00				39.00
2/1/2010	RVC.024	Blythe Fleet Services	11 x 17 B/W	16.00	0.50				8.00
2/4/2010	RVC.024	Blythe Fleet Services	All Valley Reprographics	20.55		0.10	2.06		22.61
2/8/2010	RVC.024	Blythe Fleet Services	Mileage	130	0.75				97.50
2/22/2010	RVC.024	Blythe Fleet Services	Mileage	130	0.75				97.50
2/23/2010	RVC.024	Blythe Fleet Services	UPS	17.52		0.10	1.75		19.27
3/10/2010	RVC.024	Blythe Fleet Services	8 1/2 x 11 B/W	338	0.20				67.60
3/10/2010	RVC.024	Blythe Fleet Services	8 1/2 x 11 Color	153	0.50				76.50
3/10/2010	RVC.024	Blythe Fleet Services	11 x 17 B/W	4	0.50				2.00
3/10/2010	RVC.024	Blythe Fleet Services	11 x 17 Color	36	2.00				72.00
3/10/2010	RVC.024	Blythe Fleet Services	8 1/2 x 11 B/W	4	0.20				0.80
3/22/2010	RVC.024	Blythe Fleet Services	30 x 42 B/W	5	12.00				60.00
4/5/2010	RVC.024	Blythe Fleet Services	8 1/2 x 11 B/W	172	0.20				34.40
4/5/2010	RVC.024	Blythe Fleet Services	11 x 17 B/W	2	0.50				1.00

4/5/2010	RVC.024	Blythe Fleet Services	8 1/2 x 11 Color	48	1.00			\$	48.00
4/5/2010	RVC.024	Blythe Fleet Services	11 x 17 Color	1	2.00			\$	2.00
3/8/2010	RVC.024	Blythe Fleet Services	Mileage	130	0.50			\$	65.00
3/12/2010	RVC.024	Blythe Fleet Services	Mileage	22	0.50			\$	11.00
3/22/2010	RVC.024	Blythe Fleet Services	Mileage	130	0.50			\$	65.00
3/3/2010	RVC.024	Blythe Fleet Services	UPS	8.49		0.10	0.85	\$	9.34
4/28/2010	RVC.024	Blythe Fleet Services	8 1/2 x 11 B/W	195	0.20			\$	39.00
4/28/2010	RVC.024	Blythe Fleet Services	8 1/2 x 11 Color	56	2.00			\$	112.00
4/28/2010	RVC.024	Blythe Fleet Services	11 x 17 B/W	5	0.50			\$	2.50
4/28/2010	RVC.024	Blythe Fleet Services	11 x 17 Color	5	2.00			\$	10.00
4/5/2010	RVC.024	Blythe Fleet Services	Mileage	130	0.75			\$	97.50
4/19/2010	RVC.024	Blythe Fleet Services	Mileage	130	0.75			\$	97.50
5/3/2010	RVC.024	Blythe Fleet Services	Mileage	130	0.75			\$	97.50
5/17/2010	RVC.024	Blythe Fleet Services	Mileage	130	0.75			\$	97.50
6/1/2010	RVC.024	Blythe Fleet Services	8 1/2 x 11 B/W	277	0.20			\$	55.40
6/1/2010	RVC.024	Blythe Fleet Services	8 1/2 x 11 Color	42	1.00			\$	42.00
6/1/2010	RVC.024	Blythe Fleet Services	11 x 17 B/W	12	0.50			\$	6.00
6/1/2010	RVC.024	Blythe Fleet Services	11 x 17 Color	2	2.00			\$	4.00
6/7/2010	RVC.024	Blythe Fleet Services	Mileage	130	0.75			\$	97.50
6/21/2010	RVC.024	Blythe Fleet Services	Mileage	130	0.75			\$	97.50
6/30/2010	RVC.024	Blythe Fleet Services	8 1/2 x 11 B/W	270	0.20			\$	54.00
6/30/2010	RVC.024	Blythe Fleet Services	8 1/2 x 11 Color	142	1.00			\$	142.00
6/30/2010	RVC.024	Blythe Fleet Services	11 x 17 B/W	20	0.50			\$	10.00
6/30/2010	RVC.024	Blythe Fleet Services	11 x 17 Color	11	2.00			\$	22.00
7/12/2010	RVC.024	Blythe Fleet Services	Mileage	130	0.75			\$	97.50
7/26/2010	RVC.024	Blythe Fleet Services	Mileage	130	0.75			\$	97.50
8/9/2010	RVC.024	Blythe Fleet Services	Mileage	90	0.75			\$	67.50
8/23/2010	RVC.024	Blythe Fleet Services	Mileage	111.33	0.75			\$	83.50
9/2/2010	RVC.024	Blythe Fleet Services	8 1/2 x 11 B/W	182	0.20			\$	36.40
9/2/2010	RVC.024	Blythe Fleet Services	8 1/2 x 11 Color	41	1.00			\$	41.00
9/7/2010	RVC.024	Blythe Fleet Services	Mileage	118.67	0.75			\$	89.00
9/10/2010	RVC.024	Blythe Fleet Services	Mileage	35.85	0.75			\$	26.89
9/20/2010	RVC.024	Blythe Fleet Services	Mileage	118.67	0.75			\$	89.00
10/4/2010	RVC.024	Blythe Fleet Services	Mileage	118.67	0.75			\$	89.00

