

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

344



SUBMITTAL DATE:
March 29, 2012

FROM: Economic Development Agency

SUBJECT: Department of Veterans' Services Office – Notice of Completion

RECOMMENDED MOTION: That the Board of Supervisors:

1. Accept the Department of Veterans' Services Office remodel constructed by D. Webb Incorporated as complete, and authorize the Clerk of the Board to record the Notice of Completion; and
2. Approve the reduction of the contract retention for D. Webb Incorporated from 10% to 5% per the general conditions of the contract and authorize the release of \$21,345 in retained funds to the contractor in accordance with the contract terms.

BACKGROUND: On August 16, 2011, the Board of Supervisors approved the construction agreement between D. Webb Incorporated and the County of Riverside for the Department of Veterans' Services Office remodel.

(Continued)

REVIEWED BY CIP

Christopher Hays

Robert Field

Robert Field
Assistant County Executive Officer/EDA

FINANCIAL DATA	Current F.Y. Total Cost:	\$ 21,345	In Current Year Budget:	Yes
	Current F.Y. Net County Cost:	\$ 0	Budget Adjustment:	No
	Annual Net County Cost:	\$ 0	For Fiscal Year:	2011/12

COMPANION ITEM ON BOARD OF DIRECTORS AGENDA: No

SOURCE OF FUNDS: 78% Project Management Office Budget, 22% Capital Improvement Project	Positions To Be Deleted Per A-30	<input type="checkbox"/>
	Requires 4/5 Vote	<input type="checkbox"/>

C.E.O. RECOMMENDATION:

APPROVE

Jennifer L. Sargent

BY: Jennifer L. Sargent

County Executive Office Signature

Policy Policy

Consent Consent

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

Prev. Agn. Ref.: 3.105 of 8/16/11; 3.19 of 3/29/11

District: 2/2

Agenda Number:

3.13

ATTACHMENTS FILED
WITH THE CLERK OF THE BOARD

FISCAL PROCEDURES APPROVED
 PAUL ANGULO, CPA, AUDITOR-CONTROLLER
 BY: *Samuel Wong* 3/29/12
 DATE: 3/29/12
 Departmental: SAMUEL WONG
 FORM APPROVED COUNTY COUNSEL
 DATE: 3/29/12
 BY: MARSHA L. VICTOR

BACKGROUND: (Continued)

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. D. Webb Incorporated 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.

The project was inspected and found to comply with all contract requirements. This Board action will release \$10,672, which is 5% of the total contract, and the remaining retention funds of \$10,673, to D. Webb Incorporated. The sum of these two amounts is \$21,345.

All costs associated with this agreement will be fully funded by the Project Management Office Budget and Capital Improvement Project, thus no net county cost will be incurred.

Attachment:

Notice of Completion

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: Department of Veterans' Services Office – (FM08720000149)

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: D. Webb Incorporated, 9066 Fortuna Ave., Yucca Valley, CA 92284

Street or legal description of site: 4342 Orange Street, Riverside, CA 92501

Dated:

Owner: County of Riverside
(Name of Public Entity)

By: _____
John Tavaglione, 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 _____

_____, John Tavaglione, Chairman of the Board of Supervisors

ATTEST: KECIA HARPER-IHEM, Clerk of the Board

By: _____ Deputy

FORM APPROVED COUNTY COUNSEL
BY: MR Victor 3/2/12
MARSHAL VICTOR updated DATE