

FORM APPROVED COUNTY COUNSEL  
 BY: GREGORY P. PRIAMOS DATE 12/3/15

Departmental Concurrence

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

170



**FROM:** Economic Development Agency

**SUBMITTAL DATE:**  
 December 3, 2015

**SUBJECT:** Delegation of Authority to the Assistant County Executive Officer/EDA or Designee, to Execute Utility Agreements and United States Green Building Council, Leadership in Energy and Environmental Design Agreements for County Projects up to \$100,000, All Districts, [\$0]

**RECOMMENDED MOTION:** That the Board of Supervisors delegate authority to the Assistant County Executive Officer/EDA, or designee, to execute utility agreements and United States (US) Green Building Council, Leadership in Energy and Environmental Design (LEED) agreements for county projects up to \$100,000 provided the dollar amounts do not exceed the project budget or statutory limits.

**BACKGROUND**  
Summary

The procurement of water, sewer, electricity and gas utilities as well as LEED certification are issued through standard agreements that are prepared and required by the provider in order to pay for utility connections and installations or LEED certification for county construction projects.

(Continued)

Robert Field  
 Assistant County Executive Officer/EDA

FINANCIAL DATA	Current Fiscal Year:	Next Fiscal Year:	Total Cost:	Ongoing Cost:	POLICY/CONSENT (per Exec. Office)
COST	\$ 0	\$ 0	\$ 0	\$ 0	Consent <input type="checkbox"/> Policy <input checked="" type="checkbox"/>
NET COUNTY COST	\$ 0	\$ 0	\$ 0	\$ 0	
<b>SOURCE OF FUNDS: N/A</b>				<b>Budget Adjustment: No</b>	
				<b>For Fiscal Year: 2015/16</b>	

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

APPROVE  
 BY: Rohini Dasika  
 Rohini Dasika

County Executive Office Signature

**MINUTES OF THE BOARD OF SUPERVISORS**

- A-30
- 4/5 Vote
- Positions Added
- Change Order

Prev. Agn. Ref.: N/A

District: ALL

Agenda Number:

3-9

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

Economic Development Agency

**FORM 11:** Delegation of Authority to the Assistant County Executive Officer/EDA or Designee, to Execute Utility Agreements and United States Green Building Council, Leadership in Energy and Environmental Design Agreements for County Projects up to \$100,000, All Districts, [\$0]

**DATE:** December 3, 2015

**PAGE:** 2 of 2

## **BACKGROUND:**

### **Summary (Continued)**

Fees for the connection and installation of utilities do not fall into the definition of sole source procurement and cannot be negotiated nor competitively bid. In addition, the utility installation work is performed by the utility company, outside the county procurement process. LEED certification by the US Green Building Council is through a standard agreement. While an individual fee amount may vary by project, each standard agreement must be individually approved by the county.

Delegating authority to the Assistant County Executive Officer/EDA or designee, to execute these voluminous and repetitive standard agreements will help to increase efficiencies in the project delivery and decrease the processing time for execution. Utility agreements whose amounts meet the limitations provided by government statutes, County Purchasing requirements and Board policies will be executed by delegated authority. All agreements will continue to be reviewed by County Counsel.

EDA recommends the Board to delegate the authority to the Assistant County Executive Officer/EDA or designee, to execute utility and LEED agreements within the limitations set by statute and policy.

### **Impact on Citizens and Businesses**

By exercising delegated authority for utility and LEED agreements that meet the limitations of statute and Board policy, the processing time for standard and repetitive utility agreements will be reduced, thereby expediting the construction of county facilities to serve the public.