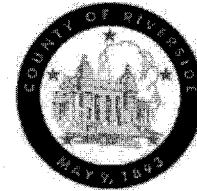


**SUBMITTAL TO THE BOARD OF SUPERVISORS  
COUNTY OF RIVERSIDE, STATE OF CALIFORNIA**



**ITEM  
3.42  
(ID # 3310)**

**MEETING DATE:**

Tuesday, February 7, 2017

**FROM :** ECONOMIC DEVELOPMENT AGENCY (EDA):

**SUBJECT:** ECONOMIC DEVELOPMENT AGENCY (EDA): Proposed FY 2017/18 Hourly Rates for Project Management Services, All Districts. [\$6,385,063-Department Budgets]

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

1. Approve and adopt the proposed hourly rates for the Economic Development Agency's Project Management Office as specified in Attachment A for FY 2017/18.

**ACTION: Policy**

Robert Field, Assistant County Executive Officer/EDA 1/11/2017

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**MINUTES OF THE BOARD OF SUPERVISORS**

On motion of Supervisor Tavaglione, seconded by Supervisor Jeffries and duly carried by unanimous vote, IT WAS ORDERED that the above matter is approved as recommended.

Ayes: Jeffries, Tavaglione, Washington and Ashley  
Nays: None  
Absent: None  
Date: February 7, 2017  
xc: EDA

Kecia Harper-Ihem  
Clerk of the Board  
By:   
Deputy

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

**BACKGROUND:**

**Summary**

The Economic Development Agency (EDA) is proposing the adoption of hourly rates for FY 2017/18 to recover costs associated with the provision of project management services to its customers as specified in Attachment A. In accordance with Board Policy B-4 and B28, EDA brings cost recovery rates to the Board of Supervisors for approval and adoption on an annual basis.

<b>FINANCIAL DATA</b>	<b>Current Fiscal Year:</b>	<b>Next Fiscal Year:</b>	<b>Total Cost:</b>	<b>Ongoing Cost</b>
<b>COST</b>	\$ 0	\$ 6,385,063	\$ 6,385,063	\$ 0
<b>NET COUNTY COST</b>	\$ 0	\$ 0	\$ 0	\$ 0
<b>SOURCE OF FUNDS:</b> Department Budgets			<b>Budget Adjustment:</b>	No
			<b>For Fiscal Year:</b>	17/18

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

The EDA Project Management Office (PMO) operates as a General Support Service (GSS) and must recover its operating costs through charges to customers. PMO rates were derived by combining direct and indirect costs to run and operate the division. The division is proposing the billable hourly rates for FY 2017/18 to recover costs associated with providing project management and plan check and inspection services.

The PMO provides several types of services, project management, construction inspection, environmental, and project support services. These services are charged to projects based on the number of hours worked multiplied by the board approved hourly rate. Customers are provided with project budget estimates for approval and are billed in the arrears on a monthly basis.

EDA has complied with Board policies B-4 and B-28. The Auditor-Controller's Office has reviewed the proposed rates and methodology.

**Impact on Residents and Businesses**

There is no foreseeable impact on residents and businesses.

**Additional Fiscal Information**

The proposed rates are sufficient for full cost recovery.

**Contract History and Price Reasonableness**

Comparisons with prior year rates are provided in Attachment A.

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

**ATTACHMENT A. FY 2017/18 Proposed Project Management Office Hourly Rates**

RF:JWW:SH:MH:CL MT 3310

**Attachment A**

**Proposed EDA FY 2017/18  
Project Management Office Hourly Rates**

	<b><u>FY 16/17 Current</u></b>	<b><u>FY 17/18 Proposed</u></b>	<b><u>FY 16/17 Current OT</u></b>	<b><u>FY 17/18 Proposed OT</u></b>
Plan Check & Inspection	\$156.15	\$156.15	\$187.31	\$189.44
Project Management	\$147.33	\$147.33	\$179.93	\$180.74