

MINUTES OF THE BOARD OF SUPERVISORS
COUNTY OF RIVERSIDE, STATE OF CALIFORNIA



3-7

On motion of Supervisor Tavaglione, seconded by Supervisor Jeffries and duly carried by unanimous vote, IT WAS ORDERED that the recommendation from Economic Development Agency and Board of Supervisors regarding Riverside County Administrative Center Board Chambers Audio Visual System Upgrade Project – Approval of Amendment No. 1 for Triad Consulting, Inc., Notice of Completion for Audio Associates of San Diego, and Project Budget Adjustment, All Districts, is continued off calendar.

Roll Call:

Ayes: Jeffries, Tavaglione, Washington and Ashley
Nays: None
Absent: None

I hereby certify that the foregoing is a full true, and correct copy of an order made and entered on April 18, 2017 of Supervisors Minutes.

WITNESS my hand and the seal of the Board of Supervisors

Dated: April 18, 2017

Kecia Harper-Ihem, Clerk of the Board of Supervisors, in
and for the County of Riverside, State of California.

(seal)

By:  Deputy

AGENDA NO.

3-7

xc: EDA, COB

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



ITEM
3.7
(ID # 3343)

MEETING DATE:

Tuesday, April 18, 2017

FROM : ECONOMIC DEVELOPMENT AGENCY (EDA) AND BOARD OF SUPERVISORS :

SUBJECT: ECONOMIC DEVELOPMENT AGENCY (EDA) AND BOARD OF SUPERVISORS :
Riverside County Administrative Center Board Chambers Audio Visual System Upgrade Project – Approval of Amendment No. 1 for Triad Consulting, Inc., Notice of Completion for Audio Associates of San Diego, and Project Budget Adjustment, District 2. [\$110,802 - Capital Improvement Fund 30700-51%, EDA-PMO Operating Budget-34%, Clerk of the Board Funds-15%]

RECOMMENDED MOTION: That the Board of Supervisors:

1. Ratify Amendment No. 1 to the Professional Services Agreement between the County of Riverside (County) and Triad Consulting, Inc. (Triad) in the amount of \$26,000 for the Riverside County Administrative Center (CAC) Board Chambers Audio Visual (AV) System Upgrade Project, 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 Triad in accordance with applicable Board policies;
3. Accept the Riverside County CAC Board Chambers AV System Upgrade Project constructed by Audio Associates of San Diego (Audio Associates) as complete, and authorize the Clerk of the Board to record the attached Notice of Completion;
4. Authorize the release of \$16,588 in retained funds to Audio Associates in accordance with the contract terms; and
5. Approve a project budget adjustment of \$110,802 and authorize the use of Capital Improvement Fund 30770, EDA-PMO Operating Budget, and Clerk of the Board Funds, for the Riverside CAC Board Chambers AV System Upgrade Project for a revised project budget of \$610,802.

ACTION: Policy, CIP

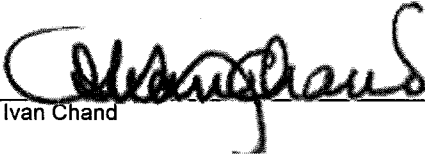
SUBMITTAL TO THE BOARD OF SUPERVISORS COUNTY OF RIVERSIDE,
STATE OF CALIFORNIA


Robert Field, Assistant County Executive Officer/EDA

2/21/2017


Kecia Harper-Ihem, Clerk of the Board

3/2/2017


Ivan Chand

4/12/2017

MINUTES OF THE BOARD OF SUPERVISORS

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

FINANCIAL DATA	Current Fiscal Year:	Next Fiscal Year:	Total Cost:	Ongoing Cost
COST	\$ 110,802	\$ 0	\$ 110,802	\$ 0
NET COUNTY COST	\$ 0	\$ 0	\$ 0	\$ 0
SOURCE OF FUNDS: Capital Improvement Fund 30700-51%, EDA-PMO Operating Budget-34%, Clerk of the Board Funds-15%			Budget Adjustment: No	
			For Fiscal Year: 2016/17	

C.E.O. RECOMMENDATION: [CEO use]

BACKGROUND:

Summary

On December 8, 2015, Item 3-16, the Board of Supervisors (Board) approved a professional services agreement for design services between the County and Triad for the Riverside CAC Board Chambers AV System Upgrade project in the amount of \$80,222.

On February 9, 2016, Item 3-9, the Board approved the plans and specifications and authorized the Clerk of the Board to advertise for bids for the project; and in accordance with Board Policy B-11, upon determination of low bidder and award, authorized the Chairman of the Board to execute the agreement on behalf of the County. On March 17, 2016, the County received bids on the project from three pre-qualified contractors. Audio Associates was determined to be the lowest responsive and responsible bidder.

During Audio Associates' preparation of the project submittals and system program development, changes were requested to both the project equipment and functionality. The original design utilized touchscreen monitors. For ergonomic reasons, these were replaced with I-pads which brought the voting function closer to the user. County Information Technology procured additional computer equipment and accessories for the installation to commence when the Board was dark in August 2016. Triad was directed by the Economic Development Agency to provide design guidance for the incorporation of the requested changes to the project. Amendment No. 1 will compensate Triad for the additional services during system re-design and installation in the amount not-to-exceed \$26,000 for a revised agreement value of \$106,222.

Audio Associates has completed the work and the project has been inspected and found to comply with all contract requirements. This Board action will release the contract retention funds in the amount of \$16,588 to Audio Associates after the Notice of Completion has been recorded and the 35 day lien period has expired per contract terms.

Impact on Residents and Businesses

(Commences on Page 3)

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

Impact on Citizens and Businesses

The Riverside CAC Board Chambers AV System Upgrade project has replaced an existing analog system which was at the end of its life cycle. The community will benefit by having a more stable system to conduct public meetings.

Design Consultant Contract History for Triad Consulting, Inc.

DESCRIPTION	AMOUNT	PERCENT	DESCRIPTION
Base Service Contract	80,222	0.00%	Consultant design and construction administrative services.
Amendment No. 1	26,000	32.41%	Re-design to incorporate the integration of ACCELA software and system changes requested by Board Chambers users.
TOTAL	\$106,222	32.41%	

Additional Fiscal Information

The approximate allocation of the project budget adjustment is as follows:

PROJECT BUDGET LINE ITEMS	BUDGET CATEGORY	PROJECT BUDGET	PROJECT BUDGET ADJUSTMENT	REVISED PROJECT BUDGET
Design Consultant	1	80,000	26,222	106,222
Construction Management	2	0	0	0
Construction Contract	3	374,000	(42,235)	331,765
Offsite Construction	4	0	0	0
Project Management	5	26,000	59,496	85,496
Fixtures, Furnishings, Equipment	6	0	0	0
Other Soft Costs / Specialty Consultants	7	0	13,661	13,661
Project Contingency	8	20,000	(20,000)	0
Minor Construction/ RCIT	9	0	73,658	73,658
PROJECT BUDGET		\$ 500,000	\$ 110,802	\$ 610,802

(Continued)

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

Additional Fiscal Information (Continued)

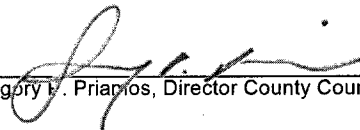
The additional funds associated in this Board action will be expended in FY 2016/17. The budget adjustment of \$110,802 will cover Amendment No. 1 to Triad in the amount of \$26,000, including any other remaining project related obligations. All costs associated with this agreement will be 51% funded by Capital Improvement Fund 30700, 34% funded by the EDA-PMO Operating Budget, and 15% funded by Clerk of the Board Funds. Therefore no department budget adjustment is required.

Attachments:

Amendment No. 1 for Triad Consulting, Inc.
Notice of Completion for Audio Associates of San Diego

RF:JV:VC:SP:CW:mg FM08100007035 3343 - 13459
S:\Project Management Office\FORM 11'S\Form 11's in Process\3343 - 13459_D13 - 007035 - CAC Board Chambers AV System
Upgrd - Amend 1-Triad, NOC for AA & BdgtAdjst_030717.doc


Rashmi Baswa, Principal Management Analyst 4/11/2017


Gregory V. Priaplos, Director County Counsel 3/2/2017