

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



**ITEM**  
3.16  
(ID # 7146)

**MEETING DATE:**

Tuesday, July 31, 2018

**FROM :** ECONOMIC DEVELOPMENT AGENCY (EDA) AND RIVERSIDE COUNTY  
INFORMATION TECHNOLOGY :

**SUBJECT:** ECONOMIC DEVELOPMENT AGENCY (EDA) AND RIVERSIDE COUNTY  
INFORMATION TECHNOLOGY: Riverside County Information Technology Air  
Conditioning Maintenance Service Contract – Approval of Notice of Completion  
for ACCO Engineered Systems, Inc., Districts 1 and 2. [\$12,437 - Riverside  
County Information Technology Funds - 100%] (Clerk to Record Notice of  
Completion)

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

1. Accept the Riverside County Information Technology Air Conditioning Maintenance Service Contract (RCIT AC Maintenance Service) Project serviced by ACCO Engineered Systems, Inc., (ACCO) as complete and authorize the Clerk of the Board to record the attached Notice of Completion; and
2. Authorize the release of undisputed retained funds in the amount of \$12,437 to ACCO in accordance with the contract terms and applicable law.

**ACTION:** Policy, CIP

Robert Field, Assistant County Executive Officer/ECD 7/5/2018

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**MINUTES OF THE BOARD OF SUPERVISORS**

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

Ayes: Jeffries, Tavaglione, Washington and Perez  
Nays: None  
Absent: Ashley  
Date: July 31, 2018  
xc: EDA, RCIT, Recorder

Kecia Harper-Ihem  
Clerk of the Board  
By:   
Deputy

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<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>	\$ 12,437	\$ 0	\$ 12,437	\$ 0
<b>NET COUNTY COST</b>	\$ 0	\$ 0	\$ 0	\$ 0
<b>SOURCE OF FUNDS:</b> Riverside County Information Technology Funds - 100% (Previously approved budget)			<b>Budget Adjustment:</b> No <b>For Fiscal Year:</b> 2018/19	

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

**BACKGROUND:**

**Summary**

On January 17, 2017, Item 3.12, the Board of Supervisors (Board) approved the maintenance service contract between the County of Riverside (County) and ACCO through the use of the Easy Indefinite Quantity Construction (EZIQC) contract for the RCIT AC Maintenance Service project in the amount of \$226,125. During construction, one change order was approved in the amount of \$22,613 increasing the contract value to \$248,738. The change order did not exceed the 10% contingency allowance nor single change order dollar authority; therefore, no Board action was required.

ACCO has completed the work, and the project has been inspected and found to comply with the contract requirements. This Board action will release the undisputed contract retention funds in the amount of \$12,437 to ACCO after the Notice of Completion has been recorded and the 35 day lien period has expired per contract terms.

**Impact on Residents and Businesses**

The contract provides preventative maintenance and critical emergency mechanical response repairs to maintain the county's three data center sites which serve various County departments as well as outlying customers. Managing one maintenance service contract that includes the three data center sites, helps to ensure the consistent functionality of units and proper temperature control for critical data equipment, improving reliability of electronic equipment associated with providing public services.

**Additional Fiscal Information**

(Commences on Page 3)

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**Additional Fiscal Information**

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

<b>PROJECT BUDGET LINE ITEMS</b>	<b>PHASE</b>	<b>PROJECT BUDGET</b>	<b>PROJECT BUDGET ADJUSTMENT</b>	<b>REVISED PROJECT BUDGET</b>
Architectural Design	1	0	0	0
Construction Management	2	0	0	0
Construction Contract	3	226,125	22,613	248,738
Construction Inspection	4	0	0	0
Project Management	5	21,216	0	21,216
Fixtures, Furnishings, Equipment	6	0	0	0
Other Soft Costs / Specialty Consultants	7	5,780	0	5,780
Project Contingency	8	25,312	(22,613)	2,699
Minor Construction	9	0	0	0
<b>Project Budget Adjustment</b>		<b>\$ 278,433</b>	<b>\$0</b>	<b>\$ 278,433</b>

All costs associated with this Board action were previously approved on January 17, 2017 (Item 3.12) and are 100% funded with RCIT funds. Monies will be expended in FY 2018/19.

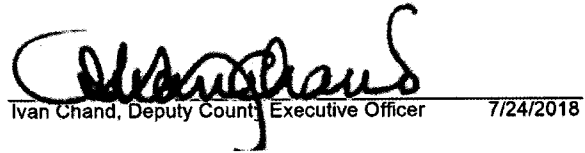
Attachment:


- Notice of Completion for ACCO Engineered Systems, Inc.

RF:HM:VC:SP:RM:TY:to                      FM05740008145                      7146-13858  
S:\Project Management Office\FORM 11'S\FORM 11's\_In Process\7146 - 13858\_D4 - 008145 - RCIT AC Maint Service Contract -  
NOC for ACCO\_073118

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

  
Alex Gann 7/24/2018

  
Ivan Chand, Deputy County Executive Officer 7/24/2018

  
Gregory V. Priapos, Director County Counsel 7/19/2018

PLEASE COMPLETE THIS INFORMATION  
RECORDING REQUESTED BY:

KECIA HARPER-IHEM, 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

**2018-0325020**

08/14/2018 11:10 AM Fee: \$ 0.00

Page 1 of 2

Recorded in Official Records  
County of Riverside  
Peter Aldana  
Assessor-County Clerk-Recorder



THIS SPACE FOR RECORDERS USE ONLY 110

**NOTICE OF COMPLETION**

(California Civil Code §§ 8100-8118, 9200-9208)

To be recorded with County Recorder within 15 days after completion.

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:** Riverside County Information Technology Heating, Ventilation and Air Conditioning Maintenance Services Contract (FM05740008145)

**Date of Completion:** Date Hereof 07/31/18

**Nature of owner:** Public Entity

**Interest or estate of owner:** In Fee

**Address of owner:** Clerk of the Board of Supervisors, County Administrative Center,  
4080 Lemon St., Riverside, CA 92501

**Name/address of direct contractor:** ACCO Engineered Systems, Inc., 6265 San Fernando Rd., Glendale, CA 91201

**Street or legal description of site:** 3450 14th Street, Riverside, CA 92501; 1960 Chicago, Bldg. F, Riverside, CA 92507;  
and 4080 Lemon Street, 10<sup>th</sup> Floor, Riverside, CA 92501

**Dated:** July 31, 2018

Owner: County of Riverside  
(Name of Public Entity)

By: *Chuck Washington*  
Chuck Washington, Chairman, Board of Supervisors

STATE OF CALIFORNIA)

COUNTY OF RIVERSIDE) <sup>ss</sup>

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.

ATTEST: Kecia Harper-Ihem, Clerk

By: *Kecia Harper-Ihem*  
Deputy

Executed at Riverside, California on 07/31/18

*Chuck Washington*  
Chuck Washington, Chairman, Board of Supervisors

FORM APPROVED COUNTY COUNSEL

BY *Kristine Bell-Valdez* 7/1/18  
KRISTINE BELL-VALDEZ DATE

07.31.18 3.16



**PETER ALDANA  
COUNTY OF RIVERSIDE  
ASSESSOR-COUNTY CLERK-RECORDER**

**Recorder**  
P.O. Box 751  
Riverside, CA 92502-0751  
(951) 486-7000

www.riversideacr.com

**CERTIFICATION**

Pursuant to the provisions of Government Code 27361.7, I certify under the penalty of perjury that the following is a true copy of illegible wording found in the attached document:

(Print or type the page number(s) and wording below):

Clarification of the Seal for the Riverside County Board of Supervisors  
(embossed on the document)



Date:

7-31-18

Signature:

*Karen Barton*

Print Name:

Karen Barton, Board Assistant