

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



**ITEM: 3.12  
(ID # 14319)**

**MEETING DATE:**  
Tuesday, March 02, 2021

**FROM:** FACILITIES MANAGEMENT AND HOUSING, HOMELESSNESS PREVENTION  
AND WORKFORCE SOLUTIONS:


**SUBJECT:** FACILITIES MANAGEMENT (FM) AND HOUSING, HOMELESSNESS  
PREVENTION AND WORKFORCE SOLUTIONS: Lakeland Village Community Center Master  
Planning Project - Approval of Notice of Completion for Vincor Construction, Inc., District 1.  
[\$74,193 – Capital Improvement Program Fund 30700 - 93.98%, Community Development  
Block Grant Funds - 6.02%] (Clerk to Record Notice of Completion)

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

1. Accept the Lakeland Village Community Center Master Planning (Lakeland Master Planning) Project constructed by Vincor Construction, Inc. (Vincor) of Brea, California, as complete, and authorize the Chair of the Board to execute the Notice of Completion;
2. Direct the Clerk of the Board record the attached Notice of completion; and
3. Authorize the release of the undisputed retained funds in the amount of \$74,193 to Vincor in accordance with the contract terms and applicable law, per the General Conditions of the contract.

**ACTION: Policy, CIP**

  
Rose Salgado, Director of Facilities Management 2/10/2021

  
Heidi Marshall, Director of Housing, Homelessness Prevention 2/11/2021

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**MINUTES OF THE BOARD OF SUPERVISORS**

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

Ayes: Jeffries, Spiegel, Washington, Perez, and Hewitt  
Nays: None  
Absent: None  
Date: March 2, 2021  
xc: FM, HHPWS, Record

Kecia R. Harper  
Clerk of the Board

By:   
Deputy

**SUBMITTAL TO THE BOARD OF SUPERVISORS COUNTY OF RIVERSIDE,  
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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>	\$ 74,193	\$ 0	\$ 74,193	\$ 0
<b>NET COUNTY COST</b>	\$ 0	\$ 0	\$ 0	\$ 0
<b>SOURCE OF FUNDS:</b> CIP Fund 30700 – 93.98%, Community Development Block Grant Funds – 6.02% (Previously approved budget)			<b>Budget Adjustment:</b> No	
			<b>For Fiscal Year:</b> 2020/21	

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

**BACKGROUND:**

**Summary**

On December 17, 2019, Item 3.8, the Board of Supervisors (Board) approved a project budget in the amount of \$1,997,000 for the Lakeland Master Planning Project and the construction contract for Vincor in the amount of \$1,350,000. The Project renovated the site to include recreation activities, ADA improvements, pavement removal, and enhanced landscaping throughout. During construction, two change orders were issued in the cumulative amount of \$133,865, for a new contract value of \$1,483,865. The two change orders did not exceed the 10% contingency allowance nor single change order dollar authority; therefore, no Board action was required.

Vincor 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 \$74,193 to Vincor, after the Notice of Completion has been recorded and the 35-day lien period has expired per contract terms and applicable law.

**Impact on Residents and Businesses**

The Lakeland Master Planning Project and the site developments will improve the provision of programs to the residents utilizing the community center as well as provide a place for recreation.

**Additional Fiscal Information**

(Commences on Page 3)

**SUBMITTAL TO THE BOARD OF SUPERVISORS COUNTY OF RIVERSIDE,  
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**Additional Fiscal Information**

All costs associated with this Board action were previously approved on December 17, 2019 (Item 3.8) in the amount of \$1,997,000 and are 93.98% funded through Capital Improvement Program Fund 30700 and 6.02% funded through Community Development Block Grant Funds. Monies will be expended in FY 2020/21.

Attachment:

- Notice of Completion for Vincor Construction, Inc.

RF:VC:SP:RB:SC:ES:tv:to                      FM08100009807                      MT # 14319  
G:\Project Management Office\FORM 11'S\FORM 11's\_In Process\14319\_D4 - 009807 - Lakeland Village Comm Ctr Master  
Planning Project\_NOC for Vincor\_030220.doc

  
\_\_\_\_\_  
Steven Atkeson                      2/19/2021

  
\_\_\_\_\_  
Frankie Z. Ezzat, Chief Deputy County Executive Officer                      2/22/2021

  
\_\_\_\_\_  
Gregory V. Priarios, Director County Counsel                      2/18/2021

PLEASE COMPLETE THIS INFORMATION  
RECORDING REQUESTED BY:

KECIA R. HARPER, 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

**2021-0149195**

03/09/2021 08:45 AM Fee: \$ 0.00

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



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**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:** Lakeland Village Community Center Master Planning Project (FM08100009807.00, .01 and .02)

**Date of Completion:** Date Hereof **MAR 02 2021**

**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:** Vincor Construction, Inc., 2651 Saturn Street, Brea, CA 92821

**Street or legal description of site:** 16275 Grand Ave, Lake Elsinore, CA 92530

**Dated:** **MAR 02 2021**

**Owner:** County of Riverside  
(Name of Public Entity)

**By:** Karen S. Spiegel  
Karen Spiegel, Chair, Board of Supervisors

STATE OF CALIFORNIA )

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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.

ATTEST: Kecia R. Harper, Clerk

By: [Signature]  
Deputy

Executed at Riverside, California on **MAR 02 2021**

Karen S. Spiegel  
Karen Spiegel, Chair, Board of Supervisors

FORM APPROVED COUNTY COUNSEL  
BY KRISTINE BELL-VALDEZ DATE

MAR 02 2021 3.12

**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 FOR SEAL for the Riverside County Board of Supervisors  
(EMBOSSSED ON DOCUMENT)



Date:

March 2, 2021

Signature:

Priscilla Rasso

Print Name: Priscilla Rasso, Board Assistant

PLEASE COMPLETE THIS INFORMATION  
RECORDING REQUESTED BY:

KECIA R. HARPER, CLERK OF THE BOARD  
4080 LEMON STREET, 1<sup>ST</sup> FLOOR CAC  
P O BOX 1147 – RIVERSIDE, CA 92502

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**RETURN TO: STOP #1010**  
**RIVERSIDE COUNTY CLERK OF THE BOARD**  
**P. O. BOX 1147 – RIVERSIDE, CA 92502**

COPY

sent to recorder's 3/4/21

**THIS SPACE FOR RECORDERS USE ONLY**

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Karen Spiegel, Chair, Board of Supervisors

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Deputy

Executed at Riverside, California on MAR 02 2021

Karen S. Spiegel  
Karen Spiegel, Chair, Board of Supervisors

FORM APPROVED COUNTY COUNSEL  
BY KRISTINE BELL-VALDEZ DATE

MAR 02 2021 3:12