

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



ITEM: 3.44  
(ID # 23574)

**MEETING DATE:**  
Tuesday, December 12, 2023

**FROM :** PUBLIC SOCIAL SERVICES:

**SUBJECT:** DEPARTMENT OF PUBLIC SOCIAL SERVICES (DPSS): Ratify and Authorize the Purchasing Agent to issue a Purchase Order to JP Morgan Chase Bank N.A. to finance the Department of Public Social Services Administration 1st Floor Finishes Replacement Project for FY 23/24 – FY 24/25 in the aggregate amount of \$573,884 through June 30, 2025; District 1. [Total Cost \$573,884; Funding: Federal 49%, State 24%, County 5%, Realignment 22%]

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

1. Ratify and Authorize the Purchasing Agent, in accordance with Ordinance No. 459, based on the availability of fiscal funding, to issue a Purchase Order to JP Morgan Chase Bank N.A. to finance the Department of Public Social Services Administration 1<sup>st</sup> Floor Finishes Replacement Project for FY 23/24 – FY 24/25 in the aggregate amount of \$573,884, through June 30, 2025.

**ACTION:Policy**

  
Charity Douglas, DPSS Director

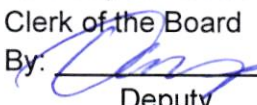
11/29/2023

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**MINUTES OF THE BOARD OF SUPERVISORS**

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

Ayes: Jeffries, Spiegel, Washington, Perez and Gutierrez  
Nays: None  
Absent: None  
Date: December 12, 2023  
xc: DPSS

Kimberly A. Rector  
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>	\$ 286,942	\$ 286,942	\$ 573,884	\$ 0
<b>NET COUNTY COST</b>	\$0	\$ 0	\$ 0	\$ 0
<b>SOURCE OF FUNDS:</b> Federal 49%, State 24%, County 5%, Realignment 22%			<b>Budget Adjustment:</b>	No
			<b>For Fiscal Year:</b>	23/24 – 24/25

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

**BACKGROUND:**

**Summary**

On Tuesday, April 5, 2022 via Agenda Item 3.11, the Board of Supervisors of Riverside County approved the Department of Public Social Services Administration 1<sup>st</sup> Floor Finishes Replacement (DPSS Admin 1<sup>st</sup> Floor Finishes Replacement) Project for inclusion in the Capital Improvement Program in the amount of \$1,043,152.

The Department of Public Social Services Administration facility located at 4060 County Circle Drive in the City of Riverside was constructed in 1987. The facility's 1<sup>st</sup> floor required the replacement of aged and worn finishes due to the age and wear in the flooring and restrooms. The scope of work for the project included but was not limited to the replacement of carpet and tile, installation of new restroom fixtures and countertops, toilet partitions and re-painting of the entire floor.

The project was completed in May 2023. DPSS is required to claim expenses back to the State over three fiscal years. DPSS made an initial payment of \$270,531.68 to County Facilities Management in FY 22/23. DPSS obtained financing for this project through JP Morgan Chase Bank N.A. for the remaining two years.

With Board approval, this item will authorize the Purchasing Agent to issue Purchase Orders to JP Morgan Chase Bank N.A. for the bank financing for the DPSS Admin 1<sup>st</sup> Floor project in FY 23/24 and 24/25.

**Impact on Residents and Businesses**

The DPSS Admin 1<sup>st</sup> Floor Finishes Replacement Project will improve the environment of the program clientele and the staff.

**Additional Fiscal Information**

<b>YEAR PERIOD</b>	<b>ANNUAL PAYMENT</b>
Fiscal Year 2023 – 2024	\$ 286,942
Fiscal Year 2024 – 2025	\$ 286,942

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Total	\$573,884
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Funding for this project was included in the DPSS FY 23/24 budget.

  
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Meghan Hahn, Director of Procurement 11/30/2023

  
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Brianna Lontajo, Principal Management Analyst 12/6/2023

  
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Gregg Gu, Chief Deputy County Counsel 11/30/2023