

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



ITEM: 3.7
(ID # 27767)

MEETING DATE:

Tuesday, May 20, 2025

FROM : FACILITIES MANAGEMENT

SUBJECT: FACILITIES MANAGEMENT (FM-MSD) – Lakeland Village Community Center Roof Repair Project - Approval of Notice of Completion for Best Contracting Services, Inc.; District 2. [\$23,250 - 100% Facilities Management Community Center Fund 10000 (Previously approved budget)] (Clerk to Record Notice of Completion)

RECOMMENDED MOTION: That the Board of Supervisors:

1. Accept the Lakeland Village Community Center Roof Repair Project (Project), located at 16275 Grand Avenue in Lake Elsinore, California, constructed by Best Contracting Services, Inc. (Best Contracting) of Gardena, California, as complete and authorize the Chairman of the Board to execute the Notice of Completion;
2. Direct the Clerk of the Board to record the attached Notice of Completion for the Lakeland Village Community Center Roof Repair Project; and
3. Authorize the release of the undisputed retained funds in the amount of \$23,250 to Best Contracting in accordance with the contract terms and applicable law, per the General Conditions of the contract.

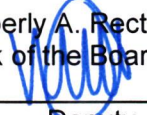
ACTION:Policy, CIP


Vincent Yzaguirre 5/7/2025

MINUTES OF THE BOARD OF SUPERVISORS

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

Ayes: Medina, Spiegel, Washington, Perez and Gutierrez
Nays: None
Absent: None
Date: May 20, 2025
xc: FM, Recorder

Kimberly A. Rector
Clerk of the Board
By: 
Deputy

**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	\$ 23,250	\$ 0	\$ 23,250	\$ 0
NET COUNTY COST	\$ 0	\$ 0	\$ 0	\$ 0
SOURCE OF FUNDS: 100% Facilities Management Community Center Fund 10000 (Previously approved budget)			Budget Adjustment: No	
			For Fiscal Year: 24/25	

C.E.O. RECOMMENDATION: Approve

BACKGROUND:

Summary

On November 5, 2024, under Item 3.24, the Board of Supervisors (Board) approved in-principle and a preliminary project budget in the amount of \$501,250 for the Lakeland Village Community Center Roof Replacement Project, located at 16275 Grand Avenue, Lake Elsinore, California 92530. The scope of work for the Project included, but was not limited to, overlaying of the existing single-ply roof with a new single-ply roof system for Buildings A, C, and D.

On August 27, 2024, under Item 3.25, the Board approved the construction contract for Job Order Contract (JOC) No. 020-39.2 between the County of Riverside (County) and Best Contracting Services, Inc. (Best Contracting). Pursuant to the contract, one JOC job order was issued in the amount of \$465,001 for the Project.

Best Contracting has completed the work for the Project, and the work has been inspected and found to comply with the contract and safety requirements. This Board action will release the undisputed contract retention funds in the amount of \$23,250 to Best Contracting after the Notice of Completion has been recorded, per the contract terms and applicable law.

Impact on Residents and Businesses

The Lakeland Village Community Center Roof Replacement Project will improve the provision of programs to the residents utilizing the community center as well as providing a place for recreation.

Additional Fiscal Information

All costs associated with this Board action were previously approved on November 5, 2024 (Item 3.24) and 100% funded by Facilities Management Community Center Fund 10000. Retained funds in the amount of \$23,250 are accounted for within the previously approved project budget and will be expended in FY 24/25; therefore, no budget adjustment is required.

ATTACHMENTS:

- Notice of Completion for Best Contracting Services, Inc.


Aaron Gettis, Chief of Deputy County Counsel 5/9/2025

PLEASE COMPLETE THIS INFORMATION
RECORDING REQUESTED BY:

KIMBERLY RECTOR, CLERK OF THE BOARD
4080 LEMON STREET, 1ST 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

2025-0154060

05/21/2025 03:05 PM Fee: \$ 0.00

Page 1 of 2

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



882

THIS SPACE FOR RECORDERS USE ONLY

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 Roof Repair Project
(JOC020-39.2-MSD-FM03720013838.00)

Date of Completion: Date Hereof

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: Best Contracting Services, Inc.
19027 South Hamilton Avenue, Gardena CA 90248

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

Dated: MAY 20 2025

Owner: County of Riverside
(Name of Public Entity)

By: V. Manuel Perez
Chairman, Board of Supervisors

V. MANUEL PEREZ

STATE OF CALIFORNIA)
COUNTY OF RIVERSIDE) ss

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: Kimberly Rector, Clerk

Executed at Riverside, California on MAY 20 2025

By: [Signature]
Deputy

V. Manuel Perez
Chairman, Board of Supervisors
V. MANUEL PEREZ

MAY 20 2025 3.7

FORM APPROVED COUNTY COUNSEL
[Signature]
DANIELLE D. MALAND

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

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

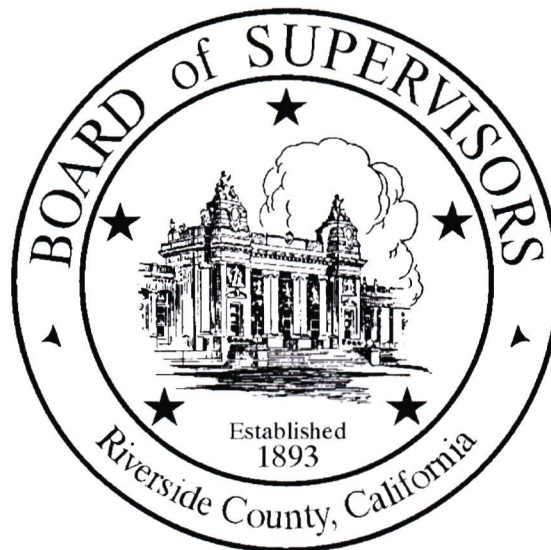
www.riversideacr.com

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: 05/20/2025

Signature: _____

Print Name: Whitney Mayo, Clerk of the Board Assistant