

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



ITEM: 3.18  
(ID # 27919)

MEETING DATE:  
Tuesday, August 26, 2025

**FROM :** FACILITIES MANAGEMENT AND RIVERSIDE UNIVERSITY HEALTH SYSTEM –  
BEHAVIORAL HEALTH

**SUBJECT:** FACILITIES MANAGEMENT (FM) AND RIVERSIDE UNIVERSITY HEALTH  
SYSTEM – BEHAVIORAL HEALTH (RUHS-BH): 3125 Myers Street Roof Replacement Project  
– Ratify and Approve Change Order No. 2 and Approve Notice of Completion for Vincor  
Construction, Inc., District 1. [\$168,634 – RUHS Behavioral Health General Fund 10000 - 84.8%  
State, 15.2% Facility Renewal Funds (Previously approved project budget)] (4/5 Vote Required)  
(Clerk to Record Notice of Completion)

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

1. Ratify and Approve the attached Change Order No. 2 for Vincor Construction, Inc. (Vincor) of Brea, California, in the amount of \$100,239 for the 3125 Myers Street Roof Replacement Project and authorize the Chairman of the Board (Chairman) to execute Change Order No. 2 on behalf of the County;
2. Find the work described in the attached Change Order No. 2 is for unforeseen conditions and owner requested work required to finalize the Project, that the additional work is integral to the Project, and that competitive bidding would not produce an advantage and is impractical for the work;
3. Accept the 3125 Myers Street Roof Replacement Project constructed by Vincor as complete, and authorize the Chairman to execute the Notice of Completion;

Continued on Page 2

**ACTION:4/5 Vote Required, Policy, CIP**

*Matthew Chang*  
Matthew Chang, Director

8/7/2025

*Vincent Yzaguirre*  
Vincent Yzaguirre

8/7/2025

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**MINUTES OF THE BOARD OF SUPERVISORS**

On motion of Supervisor Gutierrez, seconded by Supervisor Medina 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: August 26, 2025  
xc: FM, RUHS-BH, Recorder

Kimberly A. Rector  
Clerk of the Board

By: *[Signature]*  
Deputy

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

4. Direct the Clerk of the Board to record the attached Notice of Completion for the Project; and
5. Authorize the release of the undisputed retained funds in the amount of \$68,395 to Vincor in accordance with the contract terms and applicable law, per the General Conditions of the contract.

<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>	\$ 168,634	\$ 0	\$ 168,634	\$ 0
<b>NET COUNTY COST</b>	\$ 0	\$ 0	\$ 0	\$ 0
<b>SOURCE OF FUNDS:</b> RUHS Behavioral Health General Fund 10000 – 84.8% State, 15.2% Facility Renewal Funds (Previously approved project budget)			<b>Budget Adjustment:</b> No	
			<b>For Fiscal Year:</b> 2025/26	

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

**BACKGROUND:**

**Summary**

On January 26, 2021, Item 3.14, the Board of Supervisors (Board) approved, in-principle, the 3125 Myers Street Roof Replacement Project (Project) and the associated preliminary Project budget in the amount of \$1,612,706. On October 3, 2023, Item 3.12, the Board approved the Construction Contract between the County of Riverside (County) and Vincor Construction, Inc. (Vincor) in the amount of \$1,198,359 for the Project. During construction, Change Order No. 1 was approved under FM authority and for Vincor in the amount of \$69,311, increasing the contract value from \$1,198,359 to \$1,267,670.

Change Order No. 2 was requested due to unforeseen conditions and department driven construction related items, which included: extension of utility lines for existing rooftop units, asbestos abatement, selective demolition and reconstruction, installation of a lower roof curb, parapet wall supports, removal and replacement of existing duct supports, and reimbursable bonding and insurance fees. Bidding of this work would have been impractical to perform separately and complete the Project on schedule. Change Order No. 2 will compensate Vincor in the amount of \$100,239, increasing the contract value from \$1,267,670 to \$1,367,909, which exceeds FM authority; therefore, FM is seeking Board approval for this action.

Vincor completed the work satisfactorily, and the Project has been inspected and found to comply with contract and safety requirements. This Board action will release the undisputed contract retention funds in the amount of \$68,395 to Vincor after the Notice of Completion has been recorded, per the contract terms and applicable law.

**Impact on Residents and Businesses**

The 3125 Myers Street Roof Replacement Project modernized the building to improve the health and safety of the facility for the benefit of the residents and the community.

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**Additional Fiscal Information**

All costs associated with this Board action were previously approved on January 26, 2021 (Item 3.14) and are funded with RUHS Behavioral Health General Fund 10000, through 84.8% State and 15.2% Facility Renewals Funds. Change Order No. 2, in the amount of \$100,239, and the retained funds, in the amount of \$68,395, are accounted for within the previously approved project budget and will be expended in FY 25/26; therefore, no budget adjustment is required.

Attachments:

- Change Order No. 2 for Vincor Construction, Inc.
- Notice of Completion for Vincor Construction, Inc.

VY:RM:RB:YB;mg

FM08410010484

MT Item #27919

G:\Project Management Office\FORM 11'S\Form 11's\_In Process\27919\_D5 - 010484 - RUHS BH Myers Roof Rplc Proj - CO No. 2 and NOC Vincor\_082625.doc

  
Evangelina Gregorio EO, Principal Mgmt Analyst 8/13/2025

  
Aaron Gettis, Chief of Deputy County Counsel 8/12/2025

**COUNTY OF RIVERSIDE FACILITIES MANAGEMENT**

**CHANGE ORDER NO. 2**

Date: 4/14/2025

Project Name: 3125 Myers Street Roof Replacement

To Contractor:

PeopleSoft Project No: FM 08410010484

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

**Distribution:**  
 (1) Project Manager (4) Construction Manager  
 (2) Contractor (5) Inspector  
 (3) Accounting & Finance (6) Architect/Engineer

**You are directed to make the following changes. Changes shall include labor, material and equipment; each item to include all charges or indirect arising out of this work:**

DESCRIPTION OF CHANGE	REASON FOR CHANGE ORDER	COR#	TYPE	AMOUNT
1) Install extension of utility lines for the RTUs	Unforeseen Conditions	3	ADD	\$39,839.54
Asbestos abatement and selective demo and build back	Unforeseen Conditions	5	ADD	\$17,960.59
3) Lower roof curb	Unforeseen Conditions	6	ADD	\$1,303.94
4) Replace wall supports at parapet	Unforeseen Conditions	7	ADD	\$30,565.11
5) Provide duct support for existing roof top units	Unforeseen Conditions	8	ADD	\$6,920.41
6) Reimbursable Fees/Bonding and Insurance	Unforeseen Conditions	9	ADD	\$3,649.80
7)				
8)				
9)				
10)				
<b>TOTAL</b>				<b>\$100,239.39</b>

The specifications, where pertinent, shall apply to these changes.

This Change Order provides for a time extension of 72 calendar days

Original Contract Duration (calendar days):	<u>120</u>
Prior Authorized Time Extension (calendar days):	<u>60</u>
Revised Construction Duration (calendar days):	<u>252</u>
Original Contract Completion Date:	<u>9/18/2024</u>
Revised Contract Completion Date:	<u>1/28/2025</u>

**NOTE:** This change order is not effective until ALL signatures below are obtained, and if applicable, signature authority approval by Form 11 as indicated per Change Order Guidelines.

The undersigned contractor has given careful consideration to the change proposed, including its effect on other work already contracted for, and hereby agrees, if this change order is approved, that he will provide all equipment, furnish all materials, except as may otherwise be noted above, and perform all services necessary for the work above specified, and will accept as full payment for all costs related in any way thereto the prices shown above. Contractor expressly waives any contract right to pursue any further claim related to this change order work.

This Change Order may be executed in any number of counterparts, each of which will be an original, but all of which together will constitute one instrument. Each party to this Change Order agrees to the use of electronic signatures, such as digital signatures that meet the requirements of the California Uniform Electronic Transactions Act ("CUETA") Cal. Civ. Code §§ 1633.1 to 1633.17, for executing this Change Order. The parties further agree that the electronic signatures of the parties included in this Change Order are intended to authenticate this writing and to have the same force and effect as manual signatures. Electronic signature means an electronic sound, symbol, or process attached to or logically associated with an electronic record and executed or adopted by a person with the intent to sign the electronic record pursuant to the CUETA as amended from time to time. The CUETA authorizes use of an electronic signature for transactions and contracts among parties in California, including a government agency. Digital signature means an electronic identifier, created by computer, intended by the party using it to have the same force and effect as the use of a manual signature, and shall be reasonably relied upon by the parties. For purposes of this section, a digital signature is a type of "electronic signature" as defined in subdivision (i) of Section 1633.2 of the Civil Code.

- 1) Chris Dinunzio  
 Contractor (Signature) Date  
Chris Dinunzio  
 Contractor's Printed Name
- 2) V. Manuel Perez  
 Chair of the Board Date  
 (Signature)  
V. MANUEL PEREZ  
 Chair of the Board  
 Printed Name  
Thomas Howell  
 Architect (Signature) Date
- 3) Thomas Howell  
 Architect's Printed Name
- 4) Yun Baird  
 Project Manager (Signature) Date  
Yun Baird  
 Project Manager's Printed Name

Original Contract	\$	<u>1,198,359.42</u>
Prior Authorized <input checked="" type="checkbox"/> ADD <input type="checkbox"/> DEDUCT	\$	<u>69,310.18</u>
Total Contract Prior to this Change	\$	<u>1,267,669.60</u>
Authorized Changes on this Change Order:	\$	<u>100,239.39</u>
Amount of Contract Authorized Including this Change Order	\$	<u>1,367,908.99</u>

Pursuant to:  Board Policy B-11  
 M.O. and Date

FORM APPROVED COUNTY COUNSEL  
 BY Kristine Bell-Valdez 8/26/24  
 KRISTINE BELL-VALDEZ DATE

ATTEST:  
 KIMBERLY M. RECTOR, Clerk  
 DEPUTY

AUG 26 2025 3:18

AMERICAN  
CITY

1910

1910

PLEASE COMPLETE THIS INFORMATION  
RECORDING REQUESTED BY:

KIMBERLY RECTOR, 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

**2025-0264253**

08/27/2025 03:25 PM 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 3036

**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 University Health System-3125 Myers Street Roof Replacement Project - (FM08410010484)

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

**Street or legal description of site:** 3125 Myers Street, Riverside, CA 92503

**Dated:** AUG 26 2025

Owner: County of Riverside  
(Name of Public Entity)

By: *V. Manuel Perez*  
Chairman, Board of Supervisors

**V. MANUEL PEREZ**

STATE OF CALIFORNIA )

ss

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: *Kimberly Rector*, Clerk

Executed at Riverside, California on AUG 26 2025

By: *Kimberly Rector*  
Deputy

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

AUG 26 2025 3.18

FORM APPROVED COUNTY COUNSEL  
BY: *Lisa Sanchez*  
LISA SANCHEZ  
DATE: 5/28/2025

**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: 08/26/2025

Signature: \_\_\_\_\_

Print Name: Whitney Mayo, Clerk of the Board Assistant