

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



ITEM: 3.21
(ID # 29602)

MEETING DATE:

Tuesday, June 23, 2026

FROM : FACILITIES MANAGEMENT AND TREASURER-TAX COLLECTOR

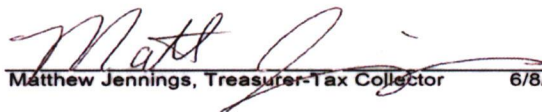
SUBJECT: FACILITIES MANAGEMENT (FM) AND TREASURER-TAX COLLECTOR: Treasurer-Tax Collector 4th Floor Restroom, Breakroom and Conference Room Renovation Project – Approval of Revised Project Budget and Notice of Completion for Vincor Construction, Inc; District 1. [\$6,870 - 100% Treasurer-Tax Collector General Fund 10000] (Clerk to Record Notice of Completion)

RECOMMENDED MOTION: That the Board of Supervisors:

1. Approve an increase to the project budget in the not-to-exceed amount of \$6,870, from \$999,152 for a revised project budget of \$1,006,022 for the Treasurer-Tax Collector 4th Floor Restroom, Breakroom and Conference Room Renovation (Treasurer-Tax Collector 4th Floor Renovation) Project;
2. Authorize use of the Treasurer-Tax Collector General Fund 10000 in the not-to-exceed additional amount of \$6,870 for the Project, including reimbursement to Facilities Management for incurred project related expenses;

Continued on page 2

ACTION:Policy, CIP


Matthew Jennings, Treasurer-Tax Collector

6/8/2026

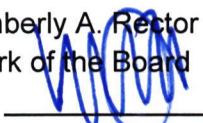

Vincent Yzaguirre

6/10/2026

MINUTES OF THE BOARD OF SUPERVISORS

On motion of Supervisor Perez, seconded by Supervisor Gutierrez 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: June 23, 2026
xc: FM, Treasurer, Recorder

Kimberly A. Rector
Clerk of the Board
By: 
Deputy

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RECOMMENDED MOTION: That the Board of Supervisors:

3. Accept the Treasurer-Tax Collector 4th Floor Renovation 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;
4. Direct the Clerk of the Board to record the attached Notice of Completion for the Project; and,
5. Authorize the release of undisputed retained funds in the not-to-exceed amount of \$38,441 to Vincor in accordance with the contract terms and applicable law, per the General Conditions of the contract.

FINANCIAL DATA	Current Fiscal Year:	Next Fiscal Year:	Total Cost:	Ongoing Cost
COST	\$ 6,870	\$ 0	\$ 6,870	\$ 0
NET COUNTY COST	\$ 0	\$ 0	\$ 0	\$ 0
SOURCE OF FUNDS: 100% Treasurer-Tax Collector Department Budget			Budget Adjustment: No	
			For Fiscal Year: 2025/26	

C.E.O. RECOMMENDATION: [Approve]

BACKGROUND:

Summary

On October 4, 2022, the Board of Supervisors (Board) approved Item 3.22, in-principle as well as a preliminary project budget in the amount of \$396,713 for the Treasurer-Tax Collector 4th Floor Renovation Project (Project), located at 4080 Lemon Street on the 4th Floor of the County Administrative Center in Riverside. The scope of work for the Project included upgrading the materials, fixtures, and finishes of the existing staff restrooms and lactation room. During the design phase, it was determined the number of stalls in each restroom would be insufficient to accommodate the number of existing staff and would need to be increased by expanding the restrooms, reconfiguring and renovating the adjacent breakroom, and adding a partition to provide additional meeting space which required additional funds. On February 6, 2024, the Board approved Item 3.17 for a project budget increase in the amount of \$602,439, from \$396,713 to \$999,152, to accommodate the increased scope.

On August 27, 2024, the Board approved Item 3.25, which included the construction contract for Job Order Contract (JOC) No. 020.5 between the County of Riverside (County) and Vincor Construction, Inc. (Vincor). Pursuant to the contract, three (3) JOC job orders were issued in the cumulative amount of \$768,814 for the Project. During construction, additional asbestos abatement was required as well as modifications to the breakroom and new conference space which included installing acoustic panels, reframing of alcove for appliances, revising the partition finish, adding luxury vinyl tile (LVT) to the lobby and hallway areas, modifying the

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countertops and installing an Insta Hot unit. In addition, \$237,207 was executed for design and engineering, permitting, materials testing, inspections, and County administration for the Project.

Vincor has completed the Project, and the work has been inspected and found to comply with safety requirements. This Board action will authorize the release of any undisputed contract retention funds in the cumulative amount not to exceed \$38,441 to Vincor after the Notice of Completion has been recorded per the contract terms and applicable law.

Facilities Management is requesting Board approval for additional funds in the amount of \$6,870, for a revised project budget in the not-to-exceed amount of \$1,006,022 to cover the remaining project related obligations to successfully complete the Project.

Impact on Residents and Businesses

The Treasurer-Tax Collector 4th Floor Renovation Project provided an updated, expanded and enhanced space within the restrooms, breakroom and added meeting space for the department. The Project did not impact business operations.

Additional Fiscal Information

The JOC job orders issued pursuant to the Vincor contract are listed as follows:

JOB ORDER CONTRACT	DESCRIPTION	CONTRACT AMOUNT	RETAINED FUNDS
JOC020.5- FM08140011492.00	Treasurer-Tax Riverside CAC 4 th Floor Restroom/Breakroom/Conference Room Renovation Project	652,887	32,645
JOC020.5- FM08140011492.01	Treasurer-Tax Riverside CAC 4 th Floor Restroom/Breakroom/Conference Room Renovation Project - Supplemental 1 – Provide and install power and data raceway system, install acoustic panels in conference room, perform asbestos abatement, install access panels, remove and replace soffit at restroom, provide additional ceiling tiles, reframe alcove to accommodate appliances, revise partition finish, add luxury vinyl tile to lobby and hallway, modify countertops and install Insta Hot unit.	107,664	5,383
JOC020.5- FM08140011492.02	Treasurer-Tax Riverside CAC 4 th Floor Restroom/Breakroom/Conference Room Renovation Project - Supplemental 2 – Provide stainless steel privacy strips in the restroom and additional dedicated circuits in	8,263	413

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	the breakroom.		
	TOTAL	\$ 768,814	\$ 38,441

The Board previously approved a project budget in the amount of \$999,152 on February 6, 2024 (Item 3.17) which is 100% funded with Treasurer-Tax Collector General Fund 10000.

This Board action will approve the additional funds of \$6,870 for a revised project budget from \$999,152 to \$1,006,022, which will be 100% funded through Treasurer-Tax Collector General Fund 10000 and will be expended in FY 25/26. The project budget increase will cover the retention in the amount of \$38,441 and other project related obligations to complete the Project.

Attachment:

- Notice of Completion for Vincor Construction, Inc. for the Treasurer-Tax Collector 4th Floor Restroom, Breakroom and Conference Room Renovation Project

VY:TB:RM:RB:YB FM08140011492 MT Item #29602
G:\Project Management Office\FORM 11'S\FORM 11's_In Process\29602_D1 - 011492 - Treas-Tax Collector 4th Fl Restrm, Breakrm & Conf Rm Renov Proj_Rev Proj Budget & NOC-Vincor_062326.doc

Evangelina Gregorio EO
Evangelina Gregorio EO, Principal Mgmt Analyst 6/15/2026

Aaron Gettis
Aaron Gettis, Chief Deputy County Counsel 6/11/2026

Flores, Kate

From: Brad Anderson <ba4612442@gmail.com>
Sent: Tuesday, June 23, 2026 8:51 AM
To: Clerk of the Board
Cc: District 4 Supervisor V. Manuel Perez; Assemblymember.Wallis@assembly.ca.gov
Subject: Public Comment - Riverside County Board of Supervisors meeting of June 23, 2026 (9:30AM) - AGENDA ITEM: 3.21

CAUTION: This email originated externally from the **Riverside County** email system. **DO NOT** click links or open attachments unless you recognize the sender and know the content is safe.

Riverside County Board of Supervisors (BoS)
Administrative Center, First Floor Board Chambers
4080 Lemon St.
Riverside, CA.
Attention: Clerk of the Board of Supervisors

Re: Written testimony in regards to Agenda Item: 3.21

Dear current BoS members,

It's reasonable that the Treasurer Tax Collector Department has a thirst for collecting and expelling other people money.

Simply, the noticed of completion will allow the final round of other people's money (resources) to be allocated to contractors for their work of build- out of MUCH NEEDED LACTATION LOCATIONS AND other desires of that departments wants. Please remember during the COVID-19 narrative event when these decisions were allowed to be started and amended to serve the Tax-collector at Tax-payers expense. It's critical to understand that departments mission and goals were to "TAKE" private properties at all costs (with deceptive methods) under the BoS avenue of causing hardships and destroying Riverside County Residents livelihoods.

It's shameful and disgraceful that monies received will be used to improve the working conditions of a few while selected Individuals (Riverside County residents) are targeted for displacement and financial destruction.

Please refrain from any FUTHER reprisal actions against my private property or person for reporting this true and accurate summary of concerns and opinions expressed.

Sincerely,

Brad Anderson | 37043 Ferber Dr. Rancho Mirage, CA. 92270

Cc:

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

2026-0194985

06/25/2026 02:29 PM Fee: \$ 0.00

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



THIS SPACE FOR RECORDERS USE ONLY **2148**

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: Treasurer-Tax Collector 4th Floor Restroom, Breakroom and Conference Room Renovation Project - (JOC020.5-FM08140011492.00, JOC020.5-FM08140011492.01, and JOC020.5-FM08140011492.02)

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: 4080 Lemon Street, 4th Floor, Riverside, CA 92501

FORM APPROVED COUNTY COUNSEL
BY: LISA SANCHEZ 6/23/2026
DATE

Dated: JUN 23 2026

Owner: County of Riverside
(Name of Public Entity)

By: Karen S. Spiegel
Chair, Board of Supervisors
KAREN SPIEGEL

STATE OF CALIFORNIA)

ss

COUNTY OF RIVERSIDE)

I am the Chair 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 JUN 23 2026

By: [Signature]
Deputy

Karen S. Spiegel
Chair, Board of Supervisors
KAREN SPIEGEL

JUN 23 2026 3.21

KARIN SHEBEL

KARIN SHEBEL

1.0

**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: 06/23/2026

Signature: _____

Print Name: Whitney Mayo, Clerk of the Board Assistant