

**REPORT/RECOMMENDATION TO THE BOARD OF SUPERVISORS
OF SAN BERNARDINO COUNTY
AND RECORD OF ACTION**

May 20, 2025

FROM

LUTHER SNOKE, Chief Executive Officer, County Administrative Office

SUBJECT

Amendment to Contract with the Chaffey Communities Cultural Center for the Cooper's Museum Renovation Project

RECOMMENDATION(S)

Approve **Amendment No. 2 to Contract No. 24-368** with Chaffey Communities Cultural Center for the Cooper's Museum Renovation Project, modifying the deadline for obligating project costs by 244 days, from March 31, 2025, to November 30, 2025, for American Rescue Plan Act funding for eligible projects in accordance with the Board of Supervisors' approved Coronavirus Local Fiscal Recovery Fund Spending Plan, with no change to the cost of \$150,000, or the term of August 7, 2023 through December 31, 2026.

(Presenter: Matthew Erickson, County Chief Financial Officer, 387-5423)

COUNTY AND CHIEF EXECUTIVE OFFICER GOALS & OBJECTIVES

Promote the Countywide Vision.

Operate in a Fiscally-Responsible and Business-Like Manner.

Provide for the Safety, Health and Social Service Needs of County Residents.

Pursue County Goals and Objectives by Working with Other Agencies and Stakeholders.

FINANCIAL IMPACT

Approval of this item will not result in the use of Discretionary General Funding (Net County Cost). The County received a direct allocation of \$423.5 million under the American Rescue Plan Act – Coronavirus Local Fiscal Recovery Fund (ARPA Fund) to bolster the County's response to the COVID-19 pandemic and its economic impact. The Board of Supervisors (Board) approved an expenditure plan for the use of these funds, known as the County Local Fiscal Recovery Spending Plan (Spending Plan), on June 8, 2021 (Item No. 121) and amended the plan on August 24, 2021 (Item No. 21). The Second and Fourth District Board Offices have recommended executing Amendment No. 2. This item will have no budgetary impact.

BACKGROUND INFORMATION

On March 11, 2021, the American Rescue Plan Act (ARPA) was signed into law and established the \$350 billion Coronavirus State and Local Fiscal Recovery Fund to distribute resources to state and local governments throughout the nation.

The County established an ARPA Team who reviews all potential projects to determine eligibility for ARPA funding and if the project and use is in accordance with the Board approved Spending Plan. When projects are deemed eligible, the ARPA Team works with the subrecipients to

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determine subrecipient compliance with ARPA guidelines and subsequently initiates the contract process.

On March 1, 2022 (Item No. 32), the Board authorized the Chief Executive Officer (CEO) to execute the Board-approved standard ARPA contract template with subrecipients and directed that ARPA contracts executed by the CEO be brought back to the Board for ratification within 30 days of contract execution. Monthly reporting has been provided to the Board detailing the status of ARPA contracts.

On May 7, 2024 (Item No. 27), the Board ratified the CEO's exercise of the authority in executing Contract No. 24-368 on April 11, 2024, with the Chaffey Communities Cultural Center (Center). The contract was for the Cooper's Museum Renovation Project (Renovation Project), in the not-to-exceed amount of \$150,000, for the contract term of August 7, 2023, through December 31, 2026.

The Center, which operates Cooper's Regional History Museum, is dedicated to preserving local history, including the history of the indigenous Gabrieleno Tongva Indian Tribe, by offering school tours and free admission to the public. The Renovation Project includes the replacement of the museum's patio area flooring and remodel of the outdoor kitchen with the installation of new appliances. Additionally, the building exterior will be pressure washed, and new security lighting will be installed.

On December 17, 2024, (Item No. 39), the Board approved Amendment No. 1 to Contract No. 24-368 to modify the obligation deadline from December 31, 2024, to March 31, 2025, due to significant procurement delays encountered by the Center, which had requested an extension of the deadline to establish obligations for the Renovation Project.

However, the Center has encountered additional procurement delays in completing its contract awarding process. Extending the obligation deadline from March 31, 2025, to November 30, 2025, will provide sufficient time for the Center to finalize procurement and execute the necessary project contracts. All other terms and conditions remain unchanged.

PROCUREMENT

Not applicable.

REVIEW BY OTHERS

This item has been reviewed by County Counsel (Julie Surber, Principal Assistant County Counsel, 387-5455) on April 23, 2025; Purchasing (Ariel Gill, Supervising Buyer, 387-2070) on April 24, 2025; Risk Management (Gregory Ustaszewski, Staff Analyst II, 386-9039) on April 28, 2025; Finance (Joon Cho, Chief Administrative Analyst, 387-5402) on April 22, 2025; and County Finance and Administration (Matthew Erickson, County Chief Financial Officer, 387-5423) on April 28, 2025.

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Record of Action of the Board of Supervisors
San Bernardino County

APPROVED (CONSENT CALENDAR)

Moved: Joe Baca, Jr. Seconded: Curt Hagman
Ayes: Col. Paul Cook (Ret.), Dawn Rowe, Curt Hagman, Joe Baca, Jr.
Absent: Jesse Armendarez

Lynna Monell, CLERK OF THE BOARD

BY 
DATED: May 20, 2025



cc: CAO - Erickson w/agree
Contractor - c/o CAO w/agree
File - w/agree
CCM 05/23/2025