



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

509



**FROM:** Regional Park & Open-Space District

**SUBMITTAL DATE:**  
12/1/08

**SUBJECT:** Approval of List of Pre-qualified Surveyors for Use by the Regional Park & Open-Space District at Parks and Open Spaces

**RECOMMENDED MOTION:** that the Board:

- 1) Accepts and approves the list of pre-qualified surveyors as provided herein;
- 2) Authorizes the Riverside County Regional Park & Open-Space District (Park District) to use surveyors from the pre-qualified list for a period of three years only; and
- 3) Authorizes the Park District to employ surveyors from the pre-qualified list for an annual, fiscal year limit of \$100,000 per project. The total three-year limit will be \$300,000. All contracts over \$25,000 will be brought to the Board for approval.

**BACKGROUND:** The Park District needs surveyors for most new capital improvement projects and trails projects. Surveyors are typically contracted with to perform boundary, topographic, cadastral, alta and other specialized types of surveys.

The Park District advertised in the *Press Enterprise* four times and through OCB Reprographics "Planwell Network". Additionally, Requests for Qualifications were sent to all surveyors known to the Park District via e-mail and fax. The Park District also listed the project with two (2) consultant firms that specialize in providing project leads to other professional consultants. Statements of Qualifications were collected and reviewed, and seven (7) firms were selected to be interviewed by a committee of three (3) qualified Park District personnel.

*Paul Frandsen*

Paul Frandsen, General Manager

CK/mg  
677-List for Pre-Qualified Surveyors of Park District/Department

<b>FINANCIAL DATA</b>	Current F.Y. Total Cost: NTE	\$ 100,000	In Current Year Budget:	Yes
	Current F.Y. Net County Cost:	\$ -0-	Budget Adjustment:	No
	Annual Net County Cost:	\$ -0-	For Fiscal Year:	2008-09

<b>SOURCE OF FUNDS:</b> 2002 Park Bond Act Per Capita Grant Program; 2002 Park Bond Act Roberti-Z'Berg Harris Grant Program; Development Impact Fees; and 2006 Park Bond Act Program	Positions To Be Deleted Per A-30	<input checked="" type="checkbox"/>
	Requires 4/5 Vote	<input type="checkbox"/>

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

APPROVE

BY: *Michael R. Shetler*

Michael R. Shetler

**County Executive Office Signature**

FORM APPROVED COUNTY COUNSEL  
BY: *Larisa R. McKenna* DATE: 12/1/08  
Departmental Concurrence

Dept't Recomm.:  Consent  Policy  
Per Exec. Ofc.:  Consent  Policy

Prev. Agn. Ref.:

District: All

Agenda Number:

13.1

**SUBJECT:** Approval of List of Pre-qualified Surveyors for Use by the Regional Park & Open-Space District at Parks and Open Spaces throughout the County

Five (5) surveying firms were selected for the pre-qualified list on the basis of the scores received for the Request for Qualifications and the interviews. The five (5) selected survey firms are: 1) David Evans & Associations, Inc.; 2) Hunsaker & Assocs.; 3) Cozad & Fox; 4) Hall & Foreman; and 5) TKE Engineering, Inc. Surveying services will be paid for using each project's funding source.

The Office of County Counsel reviewed and approved the Request for Qualifications as to legal form.