



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



815

FROM: Regional Park & Open-Space District

SUBMITTAL DATE: 2/17/09

SUBJECT: Annual On-Call Archaeological Services - Countywide

RECOMMENDED MOTION: that the Board approve and:

- 1) Authorizes the Chair of the Board to execute the increase to the agreement between the Riverside County Regional Park & Open-Space District (Park District) and ASM Affiliates...
2) Approves and directs the Auditor-Controller to adjust appropriations as shown on Attachment A; and
3) Instructs the Clerk of the Board to return four (4) executed copies of the Change Order to the Park District for transmittal and file.

BACKGROUND: As part of the ongoing construction at the County's regional park sites, the Park District routinely needs archaeological services (monitoring, evaluation, reporting). Because of the recurring requirement for such testing, it was decided to contract with one firm on an on-call basis.

Per Board Policy H-7, the Park District advertised for and received Statements of Qualifications (SOQ) from qualified archaeological firms. A total of six (6) SOQs were received. A selection committee consisting of three County employees knowledgeable in archaeological services reviewed all six (6) SOQs and invited the top three (3) to an interview.

FISCAL PROCEDURES APPROVED
ROBERT E. BYRD, AUDITOR-CONTROLLER

BY SUSANA GARCIA-BOCANEGRA 3/12/09

Paul Frandsen

691-On-call Archaeological Services
SL/mg

Paul Frandsen, General Manager

Table with 3 columns: FINANCIAL DATA, Current F.Y. Total Cost, Current F.Y. Net County Cost, Annual Net County Cost, In Current Year Budget, Budget Adjustment, For Fiscal Year. Values include \$ 100,000, \$ -0-, \$ -0-, No, Yes, 2008-09.

SOURCE OF FUNDS: 2002 Park Bond Act Per Capita Grant Program, 2002 Park Bond Act Roberti-Z'Berg Harris Grant Program, West Co. DIF, East Co. DIF, West Co. Regional Trails DIF, East Co. Regional Trails DIF. Includes checkboxes for Positions To Be Deleted Per A-30 and Requires 4/5 Vote.

C.E.O. RECOMMENDATION:

APPROVE

BY Alex Gann
Alex Gann

County Executive Office Signature

FORM APPROVED COUNTY COUNSEL
BY: CARISA R-MCKENNA
DATE: 2/17/09
Purchasing: Mary Sailer, Assistant Director
Dept's Recomm.:
Per Exec. Ofc.:

Prev. Agn. Ref.: District: All Agenda Number:

ATTACHMENTS FILED WITH THE CLERK OF THE BOARD

13.2

**SUBJECT:** Annual On-Call Archaeological Services – Countywide

Interviews were conducted, and the firm of ASM Affiliates was chosen based upon qualifications, a two-step process which combined the rankings from the written SOQ with the rankings from the oral interview.

Upon approval by the authorized entity director (General Manager), District staff reviewed the submitted hourly fees for price reasonableness based upon other contender fee rates and industry fees charged by other providers and determined that fees were appropriate for the type of services being provided.

In September 2008 the Park District and ASM Affiliates signed an agreement stipulating a \$25,000 annual limit (with a two-year cap of \$50,000) for the aforementioned services. However, due to the scope of requirements for each project, and the number of construction projects currently underway, the \$25,000 limit was found to be inadequate. Therefore, the District is requesting that the current agreement (Exhibit A) be modified by the attached change order, which will allow expenditures of up to \$100,000 annually, with a two-year cap of \$200,000. No budget adjustments were made to the original contract of \$25,000. Please see the attached Exhibit A for original agreement.

County Purchasing and the Office of County Counsel have reviewed and approved the agreement as to legal form.

Attachment A

Increase Appropriations:

33120 931122 524660 ✓	Consultants	50,000
	Total	50,000

Increase Estimated Revenues:

33120 931122 790500 ✓	Operating Transfer – In	50,000
	Total	50,000

And

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33120 931123 524660 ✓	Consultants	50,000
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