

412



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

**FROM:** Economic Development Agency

**SUBMITTAL DATE:**  
June 17, 2010

**SUBJECT:** Riverside Juvenile Hall – Master Plan

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

1. Approve the attached professional services agreement between the County of Riverside and Holt Architects of Rancho Mirage, California, in the amount of \$121,600, together with a reimbursable allowance of \$3,200, and authorize the Chairman to execute the agreement on behalf of the county; and
2. Authorize the Assistant County Executive Officer/EDA to administer the agreement in accordance with applicable Board policies.

**BACKGROUND:** (Commences on Page 2)

FISCAL PROCEDURES APPROVED  
ROBERT E. BYRD, AUDITOR-CONTROLLER  
BY Samuel Wong 6/23/10  
SAMUEL WONG

Robert Field  
Assistant County Executive Officer/EDA

FINANCIAL DATA	Current F.Y. Total Cost:	\$ 0	In Current Year Budget:	Yes
	Current F.Y. Net County Cost:	\$ 0	Budget Adjustment:	No
	Annual Net County Cost	\$ 124,800	For Fiscal Year:	2010/11

SOURCE OF FUNDS: Probation Department	Positions To Be Deleted Per A-30	<input type="checkbox"/>
	Requires 4/5 Vote	<input type="checkbox"/>

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

Reviewed by  
Christopher Hans  
CIP TEAM  
Christopher Hans

APPROVE

County Executive Office Signature

BY Jennifer L. Sargent

FORM APPROVED BY COUNTY COUNSEL  
DATE 6/23/10  
BY NEAL R. KIPNIS

Departmental Concurrence

Alan Crogan, Chief Probation Officer  
Riverside County Probation Department

Consent     Policy  
 Consent     Policy

Dep't Recomm.:  
Per Exec. Ofc.:

**BACKGROUND:**

On December 18, 2007, the Board of Supervisors approved a pre-qualified list of architectural firms to be retained on an as-needed basis. The Economic Development Agency (EDA) has selected Holt Architects from the pre-qualified list for master planning services for reconstructing the juvenile detention facilities at Riverside Juvenile Hall.

The master plan will include a phased approach to the construction of new facilities and the demolition of existing buildings, required parking facilities and hardscape/landscaped areas.

All costs associated with this agreement will be fully funded through Probation Department, and no new Net County Cost will be incurred as a result of this action.

PROFESSIONAL SERVICES AGREEMENT

1  
2 This Agreement, made and entered into this \_\_\_\_\_ day of \_\_\_\_\_, by and between  
3 HOLT ARCHITECTS (herein referred to as "CONSULTANT"), and the COUNTY OF  
4 RIVERSIDE, a political subdivision of the State of California, (herein referred to as  
5 "COUNTY").

6 WHEREAS, Government Code Section 23000 et seq. authorizes the COUNTY  
7 to contract for services with a person who is specially trained and experienced, and who is  
8 competent to perform the special services required; and

9 WHEREAS, CONSULTANT has the expertise, special skills, knowledge and  
10 experience to perform the duties set out herein.

11 NOW THEREFORE, in consideration of the mutual covenants contained herein,  
12 the parties hereto agree as follows:

13 1. SCOPE OF SERVICES: Consultant shall perform Master Planning Services for  
14 the Project described as Riverside Juvenile Hall. Consultant shall provide all services as outlined  
15 and specified in Exhibit A, consisting of three (3) pages, attached hereto and by this reference  
16 incorporated herein.

17 1.1 Consultant represents and maintains that it is skilled in the professional  
18 calling necessary to perform all services, duties and obligations required by this Agreement to  
19 fully and adequately complete the project. Consultant shall perform the services and duties in  
20 conformance to and consistent with the standards generally recognized as being employed by  
21 professionals in the same discipline in the State of California. Consultant further represents and  
22 warrants to the County that it has all licenses, permits, qualifications and approvals of whatever  
23 nature are legally required to practice its profession. Consultant further represents that it shall  
24 keep all such licenses and approvals in effect during the term of this Agreement.

25 2. PERIOD OF PERFORMANCE: Consultant shall commence performance of  
26 services within one (1) calendar day after execution of this Agreement, and shall diligently  
27 perform the services to full completion of the Project as required within 180 days, unless sooner  
28 terminated as specified in Paragraph 8, or extended as provided in Paragraph 13. All applicable

1 indemnification provisions in this Agreement shall remain in effect following the termination of  
2 this Agreement.

3 3. COMPENSATION: The County shall pay the Consultant for services performed  
4 and expenses incurred as follows:

5 3.1 County shall pay to Consultant for services performed and expenses  
6 incurred in accordance with the Scope of Services set forth in Exhibit A. The total amount of  
7 compensation paid to Consultant under this Agreement shall not exceed the sum of one hundred  
8 twenty-one thousand, six hundred Dollars (\$121,600) plus reimbursable expenses estimated not  
9 to exceed three thousand, two hundred Dollars (\$3,200) per Exhibit A, unless a written  
10 amendment to this Agreement is executed by both parties prior to performance of additional  
11 services.

12 3.2 Reimbursable expenses are defined in Exhibit A. No single reimbursement  
13 shall exceed \$500.00 without the prior written consent of the Deputy Director, Design  
14 Construction, Department of Facilities Management (or designee).

15 3.3 Said compensation shall be paid in accordance with an invoice submitted to  
16 County by Consultant within fifteen (15) days from the last day of each calendar month, and  
17 County shall pay the invoice within thirty (30) working days from the date of receipt of the  
18 invoice. Invoice and Payment shall be based on completion of phases as stated in Exhibit A.

19 4. INDEPENDENT CONTRACTOR: County retains Consultant on an  
20 independent contractor basis. Consultant is not, and shall not be considered to be in any manner,  
21 an employee, agent or representative of the County. Consultant shall not be entitled to any  
22 benefits payable to employees of County including County Workers' Compensation benefits.  
23 County is not required to make any deductions from the compensation payable to Consultant  
24 under this Agreement, and as an independent contractor, Consultant hereby holds County  
25 harmless from any and all claims that may be made against County based upon any contention  
26 by any third party that an employer-employee relationship exists by reason of this Agreement.

27 Personnel performing any services under this Agreement on behalf of Consultant shall at  
28 all times be under Consultant's exclusive direction and control. Consultant shall pay all wages,

1 salaries and other amounts due such personnel in connection with their performance of service  
2 and as required by law. Consultant shall be responsible for all reports and obligations respecting  
3 such personnel, including but not limited to, social security taxes, income tax withholdings,  
4 unemployment insurance, and workers' compensation insurance.

5 5. CONSULTANT'S RESPONSIBILITY: It is understood that the Consultant has  
6 the skills, experience and knowledge necessary to perform the services agreed to be performed  
7 under this Agreement, and that the County relies upon the Consultant's representations about its  
8 skills, experience and knowledge to perform the Consultant's services in a competent manner.  
9 Acceptance by the County of the services to be performed under this Agreement does not operate  
10 as a release of said Consultant from responsibility for the work performed. It is further  
11 understood and agreed that the Consultant is apprised of the scope of the work to be performed  
12 under this Agreement and the Consultant agrees that said work can and shall be performed in a  
13 fully competent manner.

14 6. INDEMNIFICATION: CONTRACTOR shall indemnify and hold  
15 harmless the County of Riverside, its Agencies, Districts, Special Districts and Departments,  
16 their respective directors, officers, Board of Supervisors, elected and appointed officials,  
17 employees, agents and representatives from any liability whatsoever, based or asserted upon any  
18 services of CONTRACTOR, its officers, employees, subcontractors, agents or representatives  
19 arising out of or in any way relating to this Agreement, including but not limited to property  
20 damage, bodily injury, or death or any other element of any kind or nature whatsoever arising  
21 from the performance of CONTRACTOR, its officers, agents, employees, subcontractors, agents  
22 or representatives from this Agreement. CONTRACTOR shall defend, at its sole expense, all  
23 costs and fees including, but not limited, to attorney fees, cost of investigation, defense and  
24 settlements or awards, the County of Riverside, its Agencies, Districts, Special Districts and  
25 Departments, their respective directors, officers, Board of Supervisors, elected and appointed  
26 officials, employees, agents and representatives in any claim or action based upon such alleged  
27 acts or omissions.

28 With respect to any action or claim subject to indemnification herein by CONTRACTOR,

1 CONTRACTOR shall, at their sole cost, have the right to use counsel of their own choice and  
2 shall have the right to adjust, settle, or compromise any such action or claim without the prior  
3 consent of COUNTY; provided, however, that any such adjustment, settlement or compromise in  
4 no manner whatsoever limits or circumscribes CONTRACTOR'S indemnification to COUNTY  
5 as set forth herein.

6 CONTRACTOR'S obligation hereunder shall be satisfied when CONTRACTOR has provided to  
7 COUNTY the appropriate form of dismissal relieving COUNTY from any liability for the action  
8 or claim involved.

9 The specified insurance limits required in this Agreement shall in no way limit or circumscribe  
10 CONTRACTOR'S obligations to indemnify and hold harmless the COUNTY herein from third  
11 party claims.

12  
13 In the event there is conflict between this clause and California Civil Code Section 2782, this  
14 clause shall be interpreted to comply with Civil Code 2782. Such interpretation shall not relieve  
15 the CONTRACTOR from indemnifying the COUNTY to the fullest extent allowed by law.

16 7. INSURANCE: Without limiting CONSULTANT'S indemnification,  
17 CONSULTANT shall maintain in force at all times during the performance of this Agreement,  
18 insurance policies evidencing coverage during the entire term of the Agreement as follows:

19 A. Workers' Compensation: If the CONTRACTOR has employees as defined by the  
20 State of California, the CONTRACTOR shall maintain statutory Workers'  
21 Compensation Insurance (Coverage A) as prescribed by the laws of the State of  
22 California. Policy shall include Employers' Liability (Coverage B) including  
23 Occupational Disease with limits not less than \$1,000,000 per person per accident.  
24 The policy shall be endorsed to waive subrogation in favor of The County of  
25 Riverside, and, if applicable, to provide a Borrowed Servant/Alternate Employer  
26 Endorsement.

27 B. Commercial General Liability:

28 Commercial General Liability insurance coverage, including but not limited to,

1 premises liability, contractual liability, products and completed operations liability,  
2 personal and advertising injury covering claims which may arise from or out of  
3 CONTRACTOR'S performance of its obligations hereunder. Policy shall name all  
4 Agencies, Districts, Special Districts, and Departments of the County of Riverside,  
5 their respective directors, officers, Board of Supervisors, employees, elected or  
6 appointed officials, agents or representatives as Additional Insureds. Policy's limit of  
7 liability shall not be less than \$1,000,000 per occurrence combined single limit. If  
8 such insurance contains a general aggregate limit, it shall apply separately to this  
9 agreement or be no less than two (2) times the occurrence limit.

10 C. Vehicle Liability:

11 If CONTRACTOR'S vehicles or mobile equipment are used in the performance of  
12 the obligations under this Agreement, then CONTRACTOR shall maintain liability  
13 insurance for all owned, non-owned or hired vehicles so used in an amount not less  
14 than \$1,000,000 per occurrence combined single limit. If such insurance contains a  
15 general aggregate limit, it shall apply separately to this agreement or be no less than  
16 two (2) times the occurrence limit. Policy shall name all Agencies, Districts, Special  
17 Districts, and Departments of the County of Riverside, their respective directors,  
18 officers, Board of Supervisors, employees, elected or appointed officials, agents or  
19 representatives as Additional Insureds.

20 D. Professional Liability: Consultant shall maintain Professional Liability Insurance  
21 providing coverage for performance of work included within this Agreement, with a  
22 limit of liability of not less than \$1,000,000 per occurrence and \$2,000,000 annual  
23 aggregate. If Consultant's Professional Liability Insurance is written on a claims  
24 made basis rather than an occurrence basis, such insurance shall continue through the  
25 term of this Agreement. Upon termination of this Agreement or the expiration or  
26 cancellation of the claims made insurance policy Consultant shall purchase at his sole  
27 expense either 1) an Extended Reporting Endorsement (also known as Tail  
28 Coverage); or, 2) Prior Dates Coverage from a new insurer with a retroactive date

1 back to the date of, or prior to, the inception of this Agreement; or, 3) demonstrate  
2 through Certificates of Insurance that Consultant has maintained continuous coverage  
3 with the same or original insurer. Coverage provided under items; 1), 2) or 3) will  
4 continue for a period of five (5) years beyond the termination of this Agreement.  
5

6  
7 E. General Insurance Provisions - All lines:

- 8 1) Any insurance carrier providing insurance coverage hereunder shall be admitted to  
9 the State of California and have an A M BEST rating of not less than A: VIII (A:8)  
10 unless such requirements are waived, in writing, by the County Risk Manager. If the  
11 County's Risk Manager waives a requirement for a particular insurer such waiver is  
12 only valid for that specific insurer and only for one policy term.
- 13 2) The CONTRACTOR'S insurance carrier(s) must declare its insurance deductibles or  
14 self-insured retentions. If such deductibles or self-insured retentions exceed \$500,000  
15 per occurrence such deductibles and/or retentions shall have the prior written consent  
16 of the County Risk Manager before the commencement of operations under this  
17 Agreement. Upon notification of deductibles or self insured retention's unacceptable  
18 to the COUNTY, and at the election of the Country's Risk Manager,  
19 CONTRACTOR'S carriers shall either; 1) reduce or eliminate such deductibles or  
20 self-insured retention's as respects this Agreement with the COUNTY, or 2) procure  
21 a bond which guarantees payment of losses and related investigations, claims  
22 administration, and defense costs and expenses.
- 23 3) CONTRACTOR shall cause CONTRACTOR'S insurance carrier(s) to furnish the  
24 County of Riverside with either 1) a properly executed original Certificate(s) of  
25 Insurance and certified original copies of Endorsements effecting coverage as  
26 required herein, or 2) if requested to do so orally or in writing by the County Risk  
27 Manager, provide original Certified copies of policies including all Endorsements and  
28 all exhibits thereto, showing such insurance is in full force and effect. Further, said



1 Certificate(s) and policies of insurance shall contain the covenant of the insurance  
2 carrier(s) that thirty (30) days written notice shall be given to the County of Riverside  
3 prior to any material modification, cancellation, expiration or reduction in coverage  
4 of such insurance. In the event of a material modification, cancellation, expiration, or  
5 reduction in coverage, this Agreement shall terminate forthwith, unless the County of  
6 Riverside receives, prior to such effective date, another properly executed original  
7 Certificate of Insurance and original copies of endorsements or certified original  
8 policies, including all endorsements and Exhibits thereto evidencing coverage's set  
9 forth herein and the insurance required herein is in full force and effect.  
10 ***CONTRACTOR shall not commence operations until the COUNTY has been***  
11 ***furnished original Certificate (s) of Insurance and certified original copies of***  
12 ***endorsements or policies of insurance including all endorsements and any and all***  
13 ***other Exhibits as required in this Section. An individual authorized by the***  
14 ***insurance carrier to do so on its behalf shall sign the original endorsements for***  
15 ***each policy and the Certificate of Insurance.***

- 16 4) It is understood and agreed to by the parties hereto and the insurance company(s), that  
17 the Certificate(s) of Insurance and policies shall so covenant and shall be construed as  
18 primary insurance, and the COUNTY'S insurance and/or deductibles and/or self-  
19 insured retention's or self-insured programs shall not be construed as contributory.
- 20 5) The COUNTY'S Reserved Rights--Insurance. If, during the term of this Agreement  
21 or any extension thereof, there is a material change in the scope of services; or, there  
22 is a material change in the equipment to be used in the performance of the scope of  
23 work (such as the use of aircraft or watercraft) the COUNTY reserves the right to  
24 adjust the types of insurance required under this Agreement and the monetary limits  
25 of liability for the insurance coverage's currently required herein, if, in the County  
26 Risk Manager's reasonable judgment, the amount or type of insurance carried by the  
27 CONTRACTOR has become inadequate.
- 28 6) CONTRACTOR shall pass down the insurance obligations contained herein to all

1 tiers of subcontractors working under this Agreement.

2 8. TERMINATION: County may, by written notice to Consultant, terminate this  
3 Agreement in whole or in part at any time. Such termination may be for County's convenience  
4 or because of Consultant's failure to perform its duties and obligations under this Agreement  
5 including, but not limited to, the failure of Consultant to timely perform Services pursuant to the  
6 Schedule of Services described in Exhibit A to this Agreement.

7  
8 8.1 Discontinuance of Services. Upon Termination, Consultant shall, unless  
9 otherwise directed by the Notice, discontinue all services and deliver to the County all data,  
10 estimates, graphs, summaries, reports, and other related materials as may have been prepared or  
11 accumulated by Consultant in performance of Services, whether completed or in progress.

12 8.2 Effect of Termination For Convenience. If the termination is to be for the  
13 convenience of the County, the County shall compensate Consultant for services satisfactorily  
14 provided through the date of termination. Consultant shall provide documentation deemed  
15 adequate by County to show the Services actually completed by Consultant prior to the date of  
16 termination. This Agreement shall terminate thirty (30) days following receipt by the Consultant  
17 of the written Notice of Termination.

18 8.3 Effect of Termination For Cause. If the termination is due to the failure of  
19 Consultant to fulfill its obligations under this Agreement, Consultant shall be compensated for  
20 those Services which have been completed in accordance with this Agreement and accepted by  
21 the County. In such case, the County may take over the work and prosecute the same to  
22 completion by contract or otherwise. Further, Consultant shall be liable to the County for any  
23 reasonable additional costs incurred by the County to revise work for which the County has  
24 compensated Consultant under this Agreement, but which the County has determined in its sole  
25 discretion needs to be revised in part or whole to complete the Project. Following  
26 discontinuance of Services, the County may arrange for a meeting with Consultant to determine  
27 what steps, if any, Consultant can take to adequately fulfill its requirements under this  
28 Agreement. In its sole discretion, County's Representative may propose an adjustment to the

1 terms and conditions of the Agreement, including the contract price. Such contract adjustments,  
2 if accepted in writing by the Parties, shall become binding on Consultant and shall be performed  
3 as part of this Agreement. In the event of termination for cause, unless otherwise agreed to in  
4 writing by the parties, this Agreement shall terminate seven (7) days following the date the  
5 Notice of Termination was mailed to the Consultant. Termination of this Agreement for cause  
6 may be considered by the County in determining whether to enter into future agreements with  
7 Consultant.

8  
9 8.4 Notwithstanding any of the provisions of this Agreement, Consultant's  
10 rights under this Agreement shall terminate (except for fees accrued prior to the date of  
11 termination) upon dishonesty, or a willful or material breach of this Agreement by Consultant, or  
12 in the event of Consultant's unwillingness or inability for any reason whatsoever to perform the  
13 duties hereunder, or if the Agreement is terminated pursuant to Section 8. In such event,  
14 Consultant shall not be entitled to any further compensation under this Agreement.

15 8.5 Cumulative Remedies. The rights and remedies of the parties provided in  
16 this Section are in addition to any other rights and remedies provided by law or under this  
17 Agreement.

18 9. CONFLICT OF INTEREST: Consultant covenants that it presently has no  
19 interest, including but not limited to, other projects or independent contracts, and shall not  
20 acquire any such interest, direct or indirect, which would conflict in any manner or degree with  
21 the performance of services required under this Agreement. Consultant further covenants that in  
22 the performance of this Agreement, no person having any such interest shall be employed or  
23 retained by it under this Agreement.

24 10. ADMINISTRATION: The Deputy Director, Design Construction, Economic  
25 Development Agency (or designee) shall administer this Agreement on behalf of COUNTY.

26 11. ASSIGNMENT: This Agreement shall not be assigned by Consultant, either in  
27 whole or in part, without prior written consent of County. Any assignment or purported  
28 assignment of this Agreement by Consultant without the prior written consent of County will be

1 deemed void and of no force or effect.

2 12. NONDISCRIMINATION: Consultant represents that it is an equal opportunity  
3 employer and it shall not discriminate against any employee or applicant for employment  
4 because of race, religion, color, national origin, ancestry, sex, physical condition, or age. Such  
5 non-discrimination shall include, but not be limited to, all activities related to initial employment,  
6 upgrading, demotion, transfer, recruitment or recruitment advertising, layoff or termination.

7 13. ALTERATION: No alteration or variation of the terms of this Agreement shall  
8 be valid unless made in writing and signed by the parties hereto, and no oral understanding or  
9 agreement not incorporated herein shall be binding on any of the parties hereto. No additional  
10 services shall be performed by Consultant without a written amendment to this Agreement.

11 Consultant understands that the Board of Supervisors and the County Purchasing Agent  
12 are the only authorized County representatives who may at any time, by written order, make any  
13 alterations within the general scope of this Agreement.

14 If Consultant feels that any work requested of it is beyond the scope of services under this  
15 Agreement, any claim by the Consultant for adjustment under this paragraph shall be made  
16 within thirty (30) days of when the Consultant is requested to perform the disputed scope of  
17 work.

18 14. LICENSE AND CERTIFICATION: Consultant verifies upon execution of this  
19 Agreement, possession of a current and valid license in compliance with any local, State, and  
20 Federal laws and regulations relative to the scope of services to be performed under Exhibit A,  
21 and that services(s) will be performed by properly trained and licensed staff.

22 15. CONFIDENTIALITY: Consultant shall maintain the confidentiality of any and  
23 all records and information accessed or processed under this Agreement. Consultant shall not  
24 disclose, except as permitted by this Agreement or as authorized by the County, any oral or  
25 written communication, information, or effort of cooperation between County and Consultant, or  
26 between County and Consultant and any other party.

1           16.    WORK PRODUCT: All reports, preliminary findings, or data assembled or  
2 complied by Consultant under this Agreement become the property of the County upon their  
3 creation. The County reserves the right to authorize others to use or reproduce such materials.  
4 Therefore, such materials shall not be circulated in whole or in part, nor released to the public,  
5 without the direct authorization of the Assistant County Executive Officer/EDA or an authorized  
6 designee.

7           17.    JURISDICTION, VENUE: This Agreement is to be construed under the laws of  
8 the State of California. The parties agree to the jurisdiction and venue of the appropriate courts  
9 in the County of Riverside, State of California.

10          18.    WAIVER: Any waiver by County of any breach of any one or more of the terms  
11 of this Agreement shall not be construed to be a waiver of any subsequent or other breach of the  
12 same or of any other term thereof. Failure on the part of the County to require exact, full and  
13 complete compliance with any terms of this Agreement shall not be construed as in any manner  
14 changing the terms hereof, or stopping County from enforcement hereof.

15          19.    SEVERABILITY: If any provision in this Agreement is held by a court of  
16 competent jurisdiction to be invalid, void or unenforceable, the remaining provisions will  
17 nevertheless continue in full force without being impaired or invalidated in any way.

18          20.    ENTIRE AGREEMENT: This Agreement constitutes the entire agreement  
19 between the parties hereto with respect to the subject matter hereof and all prior or  
20 contemporaneous agreements of any kind or nature relating to the same shall be deemed to be  
21 merged herein. Any modifications to the terms of this Agreement must be in writing and signed  
22 by the parties herein.

23          21.    NOTICES: All correspondence and notices required or contemplated by this  
24 Agreement shall be delivered to the respective parties at the addresses set forth below and are  
25 deemed submitted one (1) day after their deposit in the United States Mail, postage prepaid:  
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County:  
Economic Development Agency  
3403 10<sup>th</sup> Street, Ste 400.  
Riverside, California 92501

CONSULTANT:  
HOLT Architects  
70-225 Highway 111, Ste. D  
Rancho Mirage, CA 92270

IN WITNESS WHEREOF, the parties hereto have caused their duly representatives to execute  
this Agreement.

DATED: \_\_\_\_\_

CONSULTANT  
HOLT Architects

By: \_\_\_\_\_

Title: \_\_\_\_\_

Federal Tax I.D. No. \_\_\_\_\_

DATED: \_\_\_\_\_

COUNTY OF RIVERSIDE

ATTEST:  
Kecia Harper-Ihem

By: \_\_\_\_\_  
Chairperson, Board of Supervisors

By: \_\_\_\_\_

Deputy

FORM APPROVED COUNTY COUNSEL

BY: MARSHAL VICTOR 6/16/10  
DATE

EXHIBIT 'A'

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# HOLT ARCHITECTS

## ARCHITECTURE AND PLANNING

TIMOTHY M. HOLT, AIA ■ JOHN E. HOLT, AIA ■ THOMAS C. HOWELL, AIA

March 1, 2010

**County of Riverside  
Economic Development Agency  
Facilities Management Division  
4303 Tenth Street  
Riverside, CA 92501**

Attention: Timothy Miller, Assistant Director

**RE: COUNTY OF RIVERSIDE  
RIVERSIDE JUVENILE HALL  
3933 Harrison Street  
Riverside, CA 92503**

### **MASTER PLANNING**

Dear Mr. Miller:

*Holt Architects, Inc.* is pleased to provide you with this proposal for Master Planning Services for the Riverside Juvenile Hall. The project will include site planning and coordination of related site components for the Reconstruction of the Juvenile Detention Facilities on this Site. Additionally, the Master Plan will include a phased approach to the construction of new facilities and the demolition of existing buildings, required parking facilities and hardscape / landscaped areas. This Proposal is based upon our site visit and discussions with Facilities Management and County Probation Personnel.

### **SCOPE OF SERVICES:**

Our Scope will include the following Master Planning Services:

- A. Layout and placement of existing and proposed future buildings on the site, and coordination with our consultant teams.
- B. Layout of parking facilities, including placement of A.D.A. compliant parking spaces and paths of travel.
- C. Aerial Photogrametrics of the immediate project area, flown for both horizontal and vertical control.
- D. Preliminary drainage study / grading plan for immediate site area.
- E. Preliminary Landscape Plan.
- F. Preliminary Utility Plan for the proposed project.
- G. Verification of Space Programs for the Juvenile Detention Facilities as provided by Elaine Kist, Facilities Management.

70-225 HIGHWAY 111 ■ SUITE D  
RANCHO MIRAGE, CA 92270  
PH (760) 328-5280 ■ FAX (760) 328-5281  
E-mail: [info@holtarchitects.net](mailto:info@holtarchitects.net)



Timothy Miller  
County of Riverside Economic Development Agency  
March 1, 2010 – Page 2 of 2

**COMPENSATION:**

Our proposed compensation is on a Fixed Fee basis, not to exceed the amounts per phase, as follows:

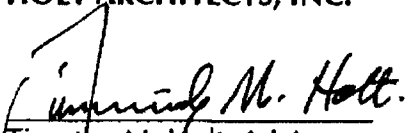
Master Site Planning	68,400.00	
Conceptual Level Civil Engineering	18,800.00	
Schematic Landscape Architecture	24,800.00	
Program Verification	9,600.00	
Reimbursable Expenses	<u>3,200.00</u>	
Total		\$124,800.00

If the Scope of Work (in terms of affected building area or site area) increases by more than 10%, the Architect's compensation shall be adjusted accordingly.

We look forward to assisting you in this project. Please contact me if you need any clarification.

Sincerely,

**HOLT ARCHITECTS, INC.**

  
Timothy M. Holt, A.I.A.  
President

TMH/kmd

Attachment: 2010 Reimbursable Expense Schedule



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## HOURLY RATE AND EXPENSE SCHEDULE HOLT ARCHITECTS, INC.

---

### HOLT ARCHITECTS, INC. 2010 HOURLY RATE AND EXPENSE SCHEDULE

Senior Principal	\$175.00
Principal Architect	\$152.00
Project Architect	\$135.00
Project Manager	\$115.00
Designer	\$ 90.00
CAD Technician	\$ 80.00
Word Processor	\$ 60.00
Office Technician/Courier	\$ 45.00

#### CONSULTANTS

Services of outside Consultants for additional services beyond the Basic Services of the Agreement such as Structural Engineer, Mechanical Engineer, Electrical Engineer, Civil Engineer, Soils and Testing Laboratories and Landscape Architect.

COST + 15%

#### REIMBURSABLE EXPENSES

Photocopies	\$ 0.20 - \$2.00 Each
In-House Reproduction	\$4.00-\$12.00 Each
Computer Plotter	\$4.00-\$21.00 Each
Vehicle Mileage	\$.80 Mile
Postage, Reproduction, Special Photography, Printing, etc. performed by Subcontractor, Aerial Photogrammetry, Delivery Service	Cost + 15%

*\*Rates Effective through 12/31/10*

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