

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

148



FROM: Economic Development Agency

SUBMITTAL DATE:
December 30, 2010

SUBJECT: Indio Volunteer Clinic – Amendment No. 1 and Plans and Specifications

RECOMMENDED MOTION: That the Board of Supervisors:

1. Ratify the attached Amendment No.1, to the Architectural and Engineering Services Agreement between the County of Riverside and Urrutia Architects, Inc., of Palm Springs, California, in the amount of \$12,873, plus a reimbursable allowance of \$1,500, and authorize the Chairman to execute the Agreement on behalf of the County;
2. Authorize the Assistant County Executive Office/EDA to administer Amendment No. 1, for Urrutia Architects, Inc., in accordance with applicable Board policies;
3. Approve the plans and specifications for the Indio Volunteer Clinic Project and authorize the Clerk of the Board to advertise for bids; and

(Continued)

Robert Field

Robert Field
Assistant County Executive Officer/EDA

FINANCIAL DATA	Current F.Y. Total Cost:	\$ 14,373	In Current Year Budget:	Yes
	Current F.Y. Net County Cost:	\$ 0	Budget Adjustment:	No
	Annual Net County Cost:	\$ 0	For Fiscal Year:	2010/11

COMPANION ITEM ON BOARD OF DIRECTORS AGENDA: No

SOURCE OF FUNDS: Palm Desert Redevelopment Pass-Through Funds	Positions To Be Deleted Per A-30	<input type="checkbox"/>
	Requires 4/5 Vote	<input type="checkbox"/>

C.E.O. RECOMMENDATION:

APPROVE

Jennifer Sargent
BY: Jennifer Sargent

County Executive Office Signature _____

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

Prev. Agn. Ref.: 3.20, 7/21/09; 3.38, 5/12/09

District: 4

Agenda Number:

3.30

ATTACHMENTS FILED
WITH THE CLERK OF THE BOARD

FISCAL PROCEDURES APPROVED
 PAUL ANGULO, CPA, AUDITOR-CONTROLLER,
 BY: Samuel Lopez 12/22/10
 Department of SAMUEL ANGULO
 FORM APPROVED COUNTY COUNSEL
 BY: MARSHA L. VICTOR 12/20/10 DATE

RECOMMENDED MOTION: (Continued)

4. Delegate project management authority for the project to the Assistant County Executive Officer/EDA in accordance with Board policies.

BACKGROUND:

On May 12, 2009, the Board of Supervisors approved the agreement between the County of Riverside and Urrutia Architects, Inc., in the amount of \$288,410, plus a \$14,500 reimbursable allowance. Additional costs associated with this project were due to the need of additional architectural and civil services for the re-design of a new project site. As a result of these changes, Amendment No. 1, will compensate Urrutia Architects, Inc., in the amount not to exceed \$12,873, with a reimbursable allowance of \$1,500.

On July 21, 2009, the Board of Supervisors approved the schematic design for the project. The bid documents are now complete and the Economic Development Agency (EDA) requests approval to solicit bids for construction of this project. EDA will return to the Board under separate cover to approve the project budget and execute any related project agreements.

All costs associated with this project will be fully funded by Palm Desert Redevelopment Pass-Through Funds. Thus, no Net County Cost will be incurred as a result of this action.

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AMENDMENT NO. 1 TO THE
OWNER/ARCHITECT SERVICES AGREEMENT BETWEEN
THE COUNTY OF RIVERSIDE AND Urrutia architects, Inc.

The County of Riverside and Urrutia Architects, Inc of Palm Springs, CA hereby agree to amend that certain agreement for architectural services approved on May 12, 2009 Agenda Item M.O. 3.38 as follows:

- Section II. SCOPE OF WORK shall be to add the following sentence:

“ARCHITECT shall provide additional services as outlined and specified in **Exhibit A-1 dated 7/19/2010** consisting of seven page(s) attached hereto and incorporated herein by this reference”.

- Section III. ARCHITECT’S SERVICES is modified reflect the new performance timelines for the additional services as follows:
 - D. CONSTRUCTION CONTRACT DOCUMENTS – “Work under this phase to be completed within 10 weeks from authorization.”
 - E. BIDDING – as reflected in the final bid documents.
 - F. CONSTRUCION – as reflected in the final bid documents.

- Section IV. ARCHITECT’S COMPENSATION shall be modified to paragraph A.1 to add the following sentence as follows:

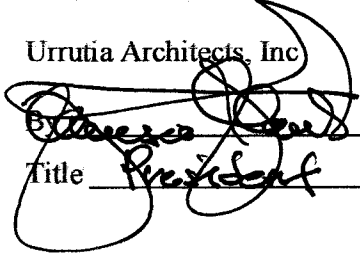
“The COUNTY shall pay the ARCHITECT for services performed and expenses incurred in accordance with the terms of **Exhibit A-1 dated 7/19/2010** attached hereto and incorporated herein. The total amount of additional compensation paid to the ARCHITECT under this Agreement shall not exceed the sum of **\$12,873.00** for a new budget not to exceed a total of **\$301,283.00**, unless a written amendment to this Agreement is executed by both parties prior to performance of additional services. The fee for services under **Exhibit A-1 dated 7/19/2010** shall be paid as provided in paragraph IV.C.”

- Section IV. ARCHITECT’S COMPENSATION shall be modified in paragraph A.2 to reflect a revised construction budget of \$1,332,500.00.
- Section IV. ARCHITECT’S COMPENSATION shall be modified in paragraph A.4 to provide that reimbursable expenses shall not exceed a total of \$16,000.00.
- All other terms and conditions of the agreement shall remain in full force and effect.

County of Riverside

Chairman, Board of Supervisors

Urrutia Architects, Inc



Title President

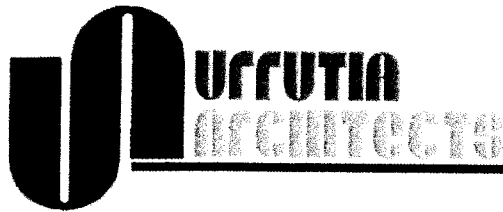
ATTEST:
Kecia Harper-Ihem
Clerk of the Board

By _____
Deputy

(Seal)

FORM APPROVED COUNTY COUNSEL

BY: M. Victor 12/20/10
MARSHAL L. VICTOR DATE



165 Luring Drive
Palm Springs, CA 92262
760.327.6800
760.327.6813 fax

design@urrutiaarchitects.com

July 19, 2010

Mr. Richard Medina, Project Manager
Riverside County Economic Development Agency
1325 Spruce Street
Suite 400
Riverside, CA. 92507

RE: Proposal for Additional Professional Design and Engineering Services VIM Volunteer Clinic Project – New Site located on Jackson Street and Avenue 48. Indio, CA.

Dear Richard:

Urrutia Architects is pleased to provide the Riverside County Economic Development Agency with our proposal for additional professional architectural and engineering services for the new VIM Volunteer Clinic to be located at a new site at Avenue 48 and Jackson Street in Indio, CA.

Scope of Work

The following points summarize our understanding of the scope of work. The County of Riverside is proposing to build a new volunteer medical clinic located at a new site located at Avenue 48 and Jackson Street located in Indio.

- The present design of the building will remain as previously designed and approved, except will now be relocated to a new site located on the south side of Avenue 48 and on the west side of Jackson Street in the existing "Fresh and Easy" retail center. The new site is a graded site with existing paving which contains existing parking spaces sufficient for the new facility. In addition there are existing curbs and gutters on the north and east sides of the site which will be used for the new project. Utilities are located in the existing parking area to the east of the site which includes sewer, domestic water, fire water, power, gas, and telephone/TV. The power and telephone/TV are the only utilities that have been extended to the site. All other utilities are nearby but will need to be extended to the site.
- A new site plan will be developed with the approved building footprint sited on the lot. Urrutia Architects has provided a proposed orientation of the approved floor plan on this site and it was accepted by the County and VIM user group at

the last meeting.

- The new site will be subject to County review of the following:
 - Design review
 - Landscape design review
 - County Fire Department
 - County Health Department
 - County Planning Department
 - County Building Department
- The new site will be subject to the City of Indio review of the following:
 - Street Improvements
 - Valley Sanitation District
 - Indio Water Authority
 - City Planning (Courtesy review)
 - City Fire Department (The City contracts with the County for Fire services, but the City Fire Marshall will have jurisdiction here)

Scope of Services

Based on the above Scope of Work, Urrutia Architects will provide Additional Basic Architectural and Engineering Services, including Design and Construction Documents for the new site to include the following services:

- Architectural
- Civil Engineering
- Structural Engineering
- Mechanical Engineering
- Plumbing Engineering
- Electrical Engineering
- Landscape and Irrigation

A. Architectural Services:

- a. Urrutia Architects shall prepare additional services to include:
 - A new Building layout on the new site. Prepare base plan to be distributed to all other consultants.
 - Prepare hardscape development for the new site to include the main entrance from the existing parking areas, exiting pathways from the building to existing paved areas, identify the "path of travel" for ADA purposes, and a memorial area to honor the late Roy Wilson.
 - Prepare detailed site plan drawings to include dimensioned plans, details and data ready for plan check.
 - Coordinate the new site plan with the services of the landscape architect, civil engineer, and MPE engineer.
 - Attend review and approval meetings connected with the new

site plan and building layout, including Riverside County and the City of Indio.

- Prepare reverse plans of the existing developed construction drawings. This includes the floor plan, exterior elevations, reflected ceiling plan, roof plan, sections, interior elevations, cabinet plans, door and window reference plans, and some details.

B. Landscape/Irrigation Services:

a. Urrutia Architects shall prepare additional services to include:

- A schematic landscape plan to be reviewed by the County of Riverside and City of Indio for approval. The plan shall include a recommended plant list for review.
- Prepare a design development landscape plan further identifying the plant material in more detail as well as detailed landscape features such as the main entrance area near the existing parking areas and a memorial area to honor the late Roy Wilson.
- Coordinate the new landscape plan with the services of the civil engineer and MPE engineer.
- Attend review and approval meetings connected with the new landscape plan, including Riverside County and the City of Indio.

C. MPE Engineering Services:

a. Urrutia Architects shall prepare additional services to include:

- A new site lighting plan working with the new building layout and existing site lighting. Coordinate with existing site lighting.
- Revise HVAC load calculations to suite new orientation of building and site layout and check equipment sizing and zoning. Make adjustments to the HVAC plan regarding zoning and sizing as required.
- Coordinate the new site plan with the services of the landscape architect, civil engineer.
- Revise plumbing plan to accommodate new orientation of building as it relates to new location of utilities in existing parking areas.
- Prepare reverse plans of the existing developed HVAC plans, electrical plans and plumbing plans.

D. Structural Engineering Services:

a. Urrutia Architects shall prepare additional services to include:

- Prepare reverse plans of the existing developed structural

construction drawings. This includes the foundation plan and the framing plan and some specific details that require reversing.

E. Civil Engineering Services:

a. Urrutia Architects shall prepare additional services to include:

- A new topographical survey of the existing site/pad.
- Prepare base plan at 1/8" scale for the architect's use.
- Prepare On-Site Precise Grading Plan specific to the new site.
- Prepare a new PM-10 Plan specific to this site.
- Prepare wet utility plan consisting of water improvement on-site and street service and detector check laterals from the main fire line in the street.
- Prepare fire flow calculations specific to the new site.
- Prepare a sewer improvement On-site and street lateral plan.
- Coordinate the new site grading plan with the services of the landscape architect, architect, and MPE engineer.
- Attend review and approval meetings connected with the new site grading plan and utility improvements, including Riverside County, City of Indio, Indio Water Authority, and Valley Sanitation District.

Proposed Compensation

To provide the additional services described in this proposal, the following compensation is proposed:

A total fixed cost of **\$12,873.00**, plus reimbursable expenses. The proposed amount was derived by deducting services no longer needed from the original agreement and adding fees due to additional work. See the breakdown below for deductions and additions.

A. Architectural Services:

• Reverse Plans – Added fee	\$5,000.00
• Schematic Site Plan – Added fee	\$2,500.00
• <u>Design Development of Site Plan – Added fee</u>	<u>\$2,500.00</u>
• Total added cost	\$10,000.00

B. Landscape/Irrigation Services:

• Schematic Landscape Plan – Added fee	\$4,025.00
• <u>Design Development Landscape Plan – Added fee</u>	<u>\$3,220.00</u>
• Total added cost	\$7,245.00

C. MPE Engineering Services:

• Eliminated parking lot lighting – Deducted fee	(\$1020.00)
• Reverse Plans – Added fee	\$3,324.00
• Revise HVAC loads/check equip. – Added fee	\$1,173.00
• <u>Revise Plumbing Plan – Added fee</u>	<u>\$1,461.00</u>
• Total added cost	\$4,938.00

D. Structural Engineering Services:

• <u>Reverse Plans – Added fee</u>	<u>\$1,450.00</u>
• Total added cost	\$1,450.00

E. Civil Engineering Services:

• Reduction of scope of services – Deducted fee	(\$22,600.00)
• New Topo/Survey – Added fee	\$ 840.00
• Prepare Base plan – Added fee	\$ 840.00
• Precise Grading Plan – Added fee	\$3,200.00
• PM 10 Plan – Added fee	\$ 400.00
• Water Improvement Plan – Added fee	\$2,100.00
• Fire flow calcs. – Added fee	\$ 700.00
• Sewer Improvement Plan – Added fee	\$ 700.00
• Coordination with agencies – Added fee	\$1,260.00
• <u>Processing of plans thru agencies – Added fee</u>	<u>\$1,800.00</u>
• Total deducted cost	(\$10,760.00)

F. Recap of all additions and deductions:

• Architectural Services – Added fee	\$10,000.00
• Landscape Services – Added fee	\$7,245.00
• MPE Engineering Services – Added fee	\$4,938.00
• Structural Engineering Services – Added fee	\$1,450.00
• <u>Civil Engineering Services – Deducted fee</u>	<u>(10,760.00)</u>
• Total added cost	\$12,873.00

Reimbursable Expenses:

Reimbursable Expenses are in addition to the Architect's compensation, and include actual expenditures made by the Architect and the Architect's employees and Consultants in the interest of the Project for the expenses listed in the following Subparagraphs:

- Long distance communications;
- Fees paid in securing approvals of authorities having jurisdiction over the Project;
- Reproductions of drawings, specifications and other documents;
- Postage and special handling of documents;
- Finish/ detailed models requested by the Client,

We are proposing a maximum cost of \$1,500.00 for additional reimbursable expenses.

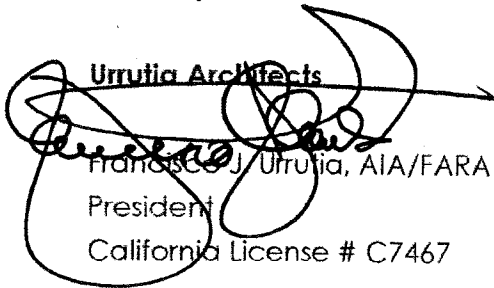
Exclusions include the following:

- Geotechnical reports or testing, to be provided by the County.
- Post construction ALTA Survey.
- Interior Design Services regarding furniture selection and/or purchasing.

VIM Volunteer Medical Clinic
Riverside County Economic Development Agency
Indio, CA
7/19/2010

If our proposal for additional services is acceptable, I am prepared to execute an Additional Services Authorization that is acceptable to both parties. Should you have any questions, please call me. I look forward to hearing from you.

Sincerely,


Urrutia Architects
Francisco J. Urrutia, AIA/FARA
President
California License # C7467