

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

656A



FROM: TLMA – Transportation Department

SUBMITTAL DATE:
May 8, 2014

SUBJECT: Amendment to On-Call Coordination Services Agreement Between the County of Riverside and Green Com, Inc. All/All Districts; [\$250,000]; Funding Varies by Project

RECOMMENDED MOTION: That the Board of Supervisors:

1. Approve first extension of subject agreement; and
2. Authorize the Chairman of the Board to execute the same; and
3. Authorize the Director of Transportation and Land Management, or his designee, to approve future extensions as provided for in the agreement; and
4. Authorize the Director of Transportation and Land Management, or his designee, to approve no-cost time extensions to complete ongoing tasks.

Departmental Concurrence

Patricia Romo

Juan C. Perez, Director of Transportation and Land Management

Patricia Romo
Assistant Director of Transportation

FINANCIAL DATA	Current Fiscal Year:	Next Fiscal Year:	Total Cost:	Ongoing Cost:	POLICY/CONSENT (Per Exec. Office)
COST	\$ 0	\$ 250,000	\$ 250,000	\$ 0	Consent <input type="checkbox"/> Policy <input checked="" type="checkbox"/>
NET COUNTY COST	\$ 0	\$ 0	\$ 0	\$ 0	
SOURCE OF FUNDS: Varies by project. There are no General Funds used for this agreement.				Budget Adjustment: N/A	
				For Fiscal Year: 14/15	

C.E.O. RECOMMENDATION:

APPROVE

BY: *Tina Grande*
Tina Grande

County Executive Office Signature

MINUTES OF THE BOARD OF SUPERVISORS

FORM APPROVED COUNTY COUNSEL
BY: *[Signature]* DATE: 5/19/14
FISCAL YEAR

- A-30
- Positions Added
- 4/5 Vote
- Change Order

Prev. Agn. Ref.:

District: All/All

Agenda Number:

3-80

DATE: May 8, 2014

PAGE: 2 of 2

BACKGROUND:

Summary

In an effort to better communicate with the public and coordinate efforts with stakeholders, the Transportation Department desires to extend the existing coordination services agreement with Green Com, Inc. The primary objective of this agreement is to have the consultant continue to develop and implement communication strategies to increase the public's awareness of planned Transportation Department projects during design and construction and to work closely with community groups, businesses, public agencies, contractors, and other stake holders to insure the highest level of communication and coordination between the County of Riverside (County) and other interested parties takes place.

Green Com, Inc. is currently providing public outreach efforts for the Fred Waring Drive widening, Clay Street Railroad Grade Separation, Magnolia Avenue Railroad Grade Separation, Sunset Avenue Railroad Grade Separation, Airport Boulevard Railroad Grade Separation, and Cajalco Road widening projects.

Impact on Residents and Businesses

This agreement will provide for public outreach and coordination with citizens, businesses, and other public entities to get input and to provide the community information on upcoming transportation improvements. It is the desire of the Transportation Department to continue working with this consultant on an "as needed" basis.

SUPPLEMENTAL:

Additional Fiscal Information

There is no General Fund money associated with this agreement and funding varies by project. Funding sources include Measure "A," Gas Tax, Transportation Uniform Mitigation Fee (TUMF), federal, state, and developer impact fees.

Contract History and Price Reasonableness

The original agreement was approved by the Board of Supervisors on May 17, 2011 (Agenda Item 3-30), and provided for an initial term of three (3)-years, with two (2) additional one (1)-year extensions. This action would provide for the first one (1)-year extension. This agreement provides for an annual amount not to exceed \$250,000 and can be terminated by the County without cause upon a thirty (30)-day written notice.

The Scope and Fee of this agreement are at or below market rate for services rendered based on comparable services. The consultant has met our needs and expectations on tasks preformed to date.

1 **1st AMENDMENT TO AGREEMENT**

2 **for On-Call Construction Coordination Services**

3 **between County of Riverside – Transportation Department**

4 **and Green Com, Inc.**

5 THIS AMENDMENT (hereinafter the "1st Amendment") to an agreement is made and entered into as of this
6 _____ day of _____, 2014, by and between the County of Riverside, a political subdivision of the State of
7 California (hereinafter the "COUNTY"), and Green Com, Inc. (hereinafter "Consultant").

8 **RECITALS**

9 A. COUNTY and ENGINEER have entered into an agreement entitled "On-Call Construction Coordination
10 Services between County of Riverside – Transportation Department and Green Com, Inc." that is dated May
11 17, 2011 (hereinafter the "Agreement"). The Agreement provides the terms and conditions, scope of work,
12 schedule, and budget for the performance of professional and technical services necessary to provide on-call
13 construction coordination services.

14 B. Appendix B • Article BI establishes the time period for allowing work assignments to be authorized under the
15 original agreement. The terms and conditions specify that work assignment can be authorized until June 30,
16 2014, and that the authority to approve and execute work assignments can be modified through one-year
17 supplemental extensions. The agreement allows for two separate one-year extensions.

18 C. The CONSULTANT is satisfactorily performing the duties under this agreement, and the Transportation
19 Department continues to need the services provided. The parties, therefore, now desire to implement the first
20 one-year extension of the authority to approve and execute work assignments. The term of the First
21 Amendment to the Agreement shall be in effect from July 1, 2014 through June 30, 2015.

22 D. Appendix C • Article CV establishes the billing rates. The terms and conditions provide the CONSULTANT
23 the opportunity to request a change in billing rates, on an annual basis and in writing, subject to the approval
24 of the Director of Transportation Land Management. The CONSULTANT has requested such an adjustment
25 in order to more accurately reflect costs and staffing.

26 **AGREEMENT**

27 NOW, THEREFORE, in consideration of the mutual covenants hereinafter contained, the parties agree as follows:

- 28 1. The authority to authorize work assignments under this contract is hereby extended from June 30, 2014 to
29 June 30, 2015, in accordance with Appendix B • Article BI of the original agreement.

- 1 2. The authority to authorize the billing rates under this contract is hereby adjusted by incorporating the new
2 page C-4 consisting of one (1) page attached hereto and incorporated by this reference, in accordance with
3 Appendix C • Article CV of the original agreement.
- 4 3. Except to the extent specifically modified or amended hereunder, all of the terms, covenants, and conditions
5 of the Agreement shall remain in full force and effect between the parties hereto.

6 IN WITNESS HEREOF, the parties hereto have caused this Amendment to the Agreement to be duly executed
7 this day and year first written above.

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1 **APPROVALS**

2 **COUNTY** Approvals

3 RECOMMENDED FOR APPROVAL:

4
5  Dated: 5-5-14

6 JUAN C. PEREZ

7 Director, Transportation and Land Management

8 **Patricia Romo**

9 **Assistant Director of Transportation**

10 APPROVED AS TO FORM:

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12
13  Dated: 5/19/14

14 PAMELA J. WALLS

15 County Counsel

16
17 APPROVAL BY THE BOARD OF SUPERVISORS

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19
20 _____ Dated: _____

21 PRINTED NAME

22 Chairman, Riverside County Board of Supervisors

23
24 ATTEST:

25
26
27 _____ Dated: _____

28 KECIA HARPER-IHEM

29 Clerk of the Board (SEAL)

CONSULTANT Approvals

CONSULTANT:

 Dated: 4/16/14

X Dennis Green
PRINTED NAME

X President
TITLE

CONSULTANT:

_____ Dated: _____

X
PRINTED NAME

X
TITLE



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Modifications to On-Call Coordination Services Agreement #11-04-003. This exhibit is intended to replace Page C-4 (Billing Rates dated April 5, 2011) and incorporate the fee schedule below as the new Billing Rates for the First Extension of said Agreement.

Name	Role	Hourly Base Rate	Hourly Billing Rate
Dennis Green	Project Manager	\$100.00	\$150.00
Martin Wallace	3d Video Graphics	\$75.00	\$125.00
Kimley Jones	Outreach Specialist	\$ 25.00	\$68.75
Angela Green	Admin. Asst/Outreach	\$ 25.00	\$68.75
Daisy Terraza	Translator/Outreach Specialist	\$ 25.00	\$68.75
Verna Liles	Admin. Asst/Outreach	\$ 25.00	\$68.75

Sub-Consultants

Name	Company	Role	Hourly Billing Rate
John Robles	Robles Media	Web Design/Graphics	\$ 85.00
Darcy McNaboe	Village Enterprises	Web Design/Graphics	\$ 60.00

Other Direct Costs:

Item	Costs
Black/White Copies	\$0.50/copy
Color Copies	\$0.90/copy
Toll Free Helpline	\$250/month
Phone/Computer	\$150/month (\$25 per month x 6 employee s)

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