

FORM APPROVED COUNTY COUNSEL
 BY: GREGORY P. PRIAMOS
 DATE: 11/11/14

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

294



FROM: Regional Park and Open-Space District

SUBMITTAL DATE:
 November 5, 2014

SUBJECT: Box Springs Mountain Reserve Comprehensive Trails Master Plan Consulting Services – District 1,5; [\$166,880]

RECOMMENDED MOTION: That the Board of Directors:

1. Approve the Consulting Service Agreement between the Riverside County Regional Park and Open-Space District and KTU+A Planning & Landscape Architecture, San Diego, California for the Box Springs Mountain Reserve Comprehensive Trails Master Plan Consulting Services; and,
2. Authorize the Chairperson to execute five (5) copies of the Agreement; and,
3. Direct the Clerk of the Board to return four (4) copies of the executed Agreement to the Riverside County Regional Park and Open-Space District; and

(continued on page 2)

Departmental Concurrence

[Signature]
 Scott Bangle
 General Manager

FISCAL PROCEDURES APPROVED
 PAUL ANGLUO CPA, AUDITOR-CONTROLLER
 BY: *[Signature]*
 Esteban Hernandez
 11/13/14

2015-013D MB/JS

FINANCIAL DATA	Current Fiscal Year:	Next Fiscal Year:	Total Cost:	Ongoing Cost:	POLICY/CONSENT (per Exec. Office)
COST	\$ 166,880	\$ 0	\$ 166,880	\$ 0	Consent <input type="checkbox"/> Policy <input type="checkbox"/>
NET COUNTY COST	\$ 0	\$ 0	\$ 0	\$ 0	

SOURCE OF FUNDS: Riverside County Transportation Commission settlement agreement
Budget Adjustment: Yes
 For Fiscal Year: 2014-2015

C.E.O. RECOMMENDATION:

APPROVE

BY: *[Signature]*
 Alex Gann

County Executive Office Signature

MINUTES OF THE BOARD OF DIRECTORS

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

Prev. Agn. Ref.: M.O. 13.2D; 6-3-14 | District: 1/5

Agenda Number:

13-2

DISTRICT

SUBMITTAL TO THE BOARD OF DIRECTORS, COUNTY OF RIVERSIDE, STATE OF CALIFORNIA
FORM 11: Box Springs Mountain Reserve Comprehensive Trails Master Plan Consulting Services – District
1,5; [\$166,880]

DATE: November 5, 2014

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RECOMMENDED MOTION: (continued)

4. Direct the Auditor—Controller to make the budget adjustments shown on Schedule A.

BACKGROUND:

Summary

On July 19, 2014 a "Request for Qualifications" to provide consultant services for the Box Springs Mountain Reserve Comprehensive Trails Master Plan Project (Reserve) was advertised and posted to the District's website. The Box Springs Mountain Reserve is a centrally located western County regional open-space facility that has become encircled by urban growth. It has historically been a popular destination for local equestrians and hikers. The recent growth of the surrounding communities has made the Reserve a popular destination for trail users. Changes in trail use and with the popularity of Mountain biking have placed a strain on many of the trails within the Reserve and created challenges for staff in managing the sustainability of the existing trails and environment. The master planning effort will consist of: site inventories; analysis of the reserve's foot print and existing trail system; survey and topographic analysis, agency and user group coordination and input, and research. The final product will be a transparent comprehensive trail master plan for the Reserve that will provide the District guidance for: land acquisitions; trail location; community connectivity; design; signage; maintenance methods and standards for a sustainable and environmentally balanced trail system able to address the diversified needs of the various user groups in the Reserve.

Four (4) firms responded with written responses to the Request for Qualifications. The proposals were reviewed and rated by an evaluation team (team) consisting of the District's Senior Park Planner, the Trails Coordinator for the City of Riverside Parks Department and the District's contract project manager. The two (2) top rated firms were interviewed by the team. The firm of KTU+A Planning & Landscape Architecture (KTU+A) was unanimously chosen based on their: experience; specialized knowledge and expertise; qualifications; key project personnel; depth of understanding and approach to the project and their ability to complete the project within budget and on the scheduled proposed by the District.

IMPACT ON CITIZENS AND BUSINESSES:

The comprehensive master plan when complete will provide the District with the needed program and guidance to develop a sustainable and environmentally manageable trail network. It will allow for the improvement of the existing and future expansion of the trail network in the Reserve for all trail users. The trails will provide better connectivity to the surrounding communities; provide an improved recreational amenity to the area and the opportunity to help improve quality of life.

SUPPLEMENTAL:

Additional Fiscal Information

On July 9, 2013, Riverside County Transportation Commission ("RCTC") and Friends of Riverside Hills ("FORH") entered into a settlement agreement ("Agreement") to establish the terms of a full and complete settlement of all claims and actions in connection with RCTC's Perris Valley Line Project. The Agreement required RCTC to provide \$650,000 in funding to the Riverside County Regional Park and Open-Space District ("District") and/or Riverside City Department of Parks and Recreation ("City") for the design and development of bicycle/pedestrian trails located within specified areas of the Perris Valley Rail Line Alignment.

The District, in partnership with the City, determined a comprehensive plan was needed to assist in trails planning, acquisition, construction and maintenance. FORH and RCTC support the direction and have agreed to fund the plan with a not-to-exceed amount of \$200,000. The District received \$200,000 from RCTC in FY13-14 for this project, which will be used to cover the cost of this Consulting Services Agreement.

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Contract History and Price Reasonableness:

KTU+A Planning & Landscape Architecture scored and ranked the highest in the evaluation and interview process. A not to exceed budget of \$ 166,880 was negotiated between the Park District and KTU+A Planning & Landscape Architecture. KTU+A is the lowest, and most responsible consultant to provide the necessary services to research, compile, analyze develop the requested comprehensive trails mater plan.

County Counsel has reviewed and approved as to form the Consulting Service Agreement.

SCHEDULE A

Increase Appropriations:

25400 931104 525440

Professional Services

166,800

Use of Fund Balance:

25400 931104 330100

Committed Fund Balance

166,800

**CONSULTING SERVICE AGREEMENT
BY AND BETWEEN THE
RIVERSIDE COUNTY REGIONAL PARK AND OPEN-SPACE DISTRICT
AND
KTU+A PLANNING & LANDSCAPE ARCHITECTURE**

The Riverside County Regional Park and Open-Space District, a special district created pursuant to the California Public Resources Code Div. 5, Ch. 3, Art. 3, (hereinafter called "DISTRICT") and KTU+A Planning & Landscape Architecture, a California Corporation, (hereinafter called "CONSULTANT") mutually agree as follows:

I. DESCRIPTION:

The CONSULTANT shall render services to the DISTRICT as described in this Agreement for the "project" described as follows:

**Comprehensive Trails Master Plan for the Box Springs Mountain Reserve
Riverside County Regional Park and Open-Space District, Riverside County,
State of California**

The following documents are incorporated into and made part of this Agreement:

Exhibit A: CONSULTANT Fees

Exhibit B: CONSULTANT Proposal

Exhibit C: DISTRICT Request for Qualifications # **PKARC 164** (Not attached)

Exhibit D: Period of Performance

In the event of a conflict between the terms of the documents made part of this Agreement, the following apply: The terms of this Agreement shall take precedence over the Exhibits except that the scope of services provided in Exhibit C shall govern. Exhibits A, C & D shall take precedence over Exhibit B.

II. CONSULTANT'S SERVICES:

The CONSULTANT shall render the following services and usual related services. Scope of services required of the Consultant and/or Sub-Consultant(s) is agreed upon and shall be as follows:

- A. Project Coordination/Scheduling
- B. Preliminary Site Analysis
- C. Aerial Survey/Topographic Map Analysis
- D. Coordination with Regional/Local Governing Agencies and Planning Documents
- E. Comprehensive Master Plan Document
- F. Preliminary Cost Estimation
- G. Scoping and Public Review
- H. Deliverables/Plan Finalization

Each item is discussed in detail in the District's Request of Qualifications' PKARC 164 BOX SPRINGS MOUNTAIN RESERVE COMPREHENSIVE TRAILS MASTER PLAN, included as Exhibit 'C' and summarized below:

A. Project Coordination/Scheduling

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1. Consultant shall assign a project manager to the project. The project manager will be the project lead and primary point of contact with the District. The project manager shall coordinate and maintain the various schedules for all members within the project team to assure on time deliverables. The same project manager shall manage the project from inception to completion of the Master Plan.
2. The District will designate a primary Project Manager for this project, who will also be a primary point of contact for the District. The District appointed Project Manager will be responsible for reviewing Consultant work, maintaining scheduling, and aiding in the final vetting processes.
3. The Consultant shall attend bi-weekly coordination meetings with the District and shall update the District of the project status and verify that project objectives and project milestones are achieved by all parties. Consultant will arrange meetings, provide discussion materials, prepare agendas and distribute meeting notes. Consultant shall document all project direction and decisions.
4. The Consultant shall prepare a schedule for the completion of the Master Plan and Cost Estimates. The Schedule shall identify major work tasks, milestone dates, District requirements, presentations, and all required agency submittal and approval time frames.
5. The Consultant shall coordinate and maintain the schedules and work of all members of the project team and incorporate that work into the project schedule.

B. Preliminary Site Analysis

1. Site Analysis and Inventory of all park trails, amenities, and features.
2. Consultant shall collect available data on existing infrastructure, tract mapping, geology, drainage, utility easements, topography, and other relevant information on the existing site conditions.
3. Review of both County and City publicly accessible GIS Parcel Maps. If Consultant requests custom data and production of non-standard (file) maps, GIS mapping fees will apply.

C. Aerial Survey/Topographic Map Analysis

1. Provide preliminary analysis of existing Riverside County Flood Control topo-survey maps and available USGS Soil Report data for the Master Plan, as necessary, to review existing trails, as well as new trail alignment and staging possibilities.
2. Meet with primary Project Manager and District staff to discuss findings and alternate alignment possibilities.

D. Coordination with Regional/Local Governing Agencies and Planning Documents

1. Consultant shall identify all governing agencies having jurisdiction over the project. The Consultant shall communicate with all governing agencies in the early stages of the project so the Consultant can verify all agency requirements relating to the project.
2. The Consultant will advise the District of all detailed reports and/or studies required by the various agencies having jurisdiction, including anticipated costs, well in advance of the need for their completion, to determine any schedule and/or funding impacts.
3. Coordination with Friends of the Riverside Hills regarding trail alignment possibilities, proposed acquisition possibilities, and trail construction/rehabilitation recommendations.
4. Coordination with the District, City of Moreno Valley, City of Riverside Parks Recreation and Community Services Department, and University of California, Riverside throughout the review process to discuss findings and new alignment possibilities.
5. Review of Riverside County Transportation Commission, Metrolink, and Burlington Northern/Santa Fe Pacific RR restrictions for trail/pedestrian railroad crossing locations.
6. Review of Riverside Transportation Authority Park and Ride joint staging facility opportunities.

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E. Comprehensive Master Plan

- 1. Trails & Staging Area Assessment:** The selected Consultant will be asked to assess the existing network of trails and staging areas within the Box Springs Reserve. The Consultant shall examine connectivity opportunities into all of the joining communities and areas. A review of the quality of views, natural features, alignment, sustainability/maintainability, usage patterns, user groups, and connectivity to neighboring parks, trails, schools, and city facilities will be incorporated into the document. Consultant will be expected to organize this assessment/inventory into a matrix type spreadsheet, as well as series of maps, that the District can use to determine need and future development projects. Consultant should also address the growing popularity of the unofficial "Big C" trail that attracts students and faculty from the University of California Riverside (UCR), as well as the need for a bicycle/pedestrian corridor along the Perris Valley Line for students traveling to UCR from Moreno Valley and future Metrolink Stations (i.e., Marlborough Ave). The following is a list of the Existing Trails to Access:
 - Edison Trail
 - Skyline Loop #1 & 2 Trails
 - Sugarloaf Trail
 - Two Trees Trail
 - M-Trail
 - "C-Trail"

- 2. Regional Connectivity:** Consultant will need to assess inter-jurisdictional staging and access constraints into the Box Springs Reserve due to the future Perris Valley Line Metrolink Expansion, Hwy 60, and adjacent private land holdings. Document will present a detailed analysis of Regional Connectivity within the Master Plan Document by highlighting future connections and staging areas within each jurisdiction surrounding the Box Springs Reserve. The Master Plan is expected to highlight feasible alignment solutions and land acquisitions that incorporate desired connections to major neighborhoods, regional trails, and local destinations, such as:
 - UCR Campus
 - Islander Park (Potential new Staging Facility at Islander Pool Parking Lot)
 - Future Gage Canal Trail (Spruce & Watkins)
 - Santa Ana River Trail (access from Center St.)
 - Metrolink Stations- (Marlborough Avenue, etc.)
 - Canyon Springs High School
 - Sunnymead Ranch Neighborhood: Hidden Springs Trail
 - Hidden Springs Staging Area
 - Highgrove area: Future Springbrook Neighborhoods
 - Blue Mountain Peak Trail, Grand Terrace
 - Wildlife Corridor to Reche Canyon
 - Wildlife Corridor to Sycamore Canyon Wilderness

- 3. Design Standards:** Consultant will be asked to dedicate a section of the Master Plan document to trail development standards for Box Springs Reserve. This section of the document will review design and construction practices to create a sustainable multipurpose recreation trail system. For

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example, trails that attract mountain bikers will need to be designed to withstand heavy traffic and erosion. In addition, Consultant shall research precedence of inter-jurisdictional pedestrian/bicycle and railroad crossings. Recommended railroad crossing design standards should then be incorporated within the document. A review of existing County of Riverside Trail Design Standards, as well as coordination with the primary Project Manager and District staff to review and adopt updated design concepts for future improvements to the Box Springs Reserve, will be expected.

4. **Maintenance Plan:** Consultant will be asked to dedicate a section of the Master Plan document to trail maintenance standards for Box Springs Reserve. This section of the document will lay out guidelines for maintenance on all newly proposed and existing trails within the Master Plan. Issues such as drainage, erosion control, rodents, and high traffic should be addressed within these maintenance recommendations.

F. Preliminary Cost Estimation

1. Consultant is to develop an estimated linear foot cost for all trail design and maintenance methods laid out in the Master Plan Document. This cost analysis shall apply to both new construction and existing trail renovation work and be specific to each trail within the Reserve. Cost estimates should be presented with both nationwide and Riverside County norms for analysis.
2. There shall be a preliminary cost estimate for all projected work revealed in the Master Plan Document. The Consultant will develop an initial phasing plan based on District needs. In addition, the Consultant will price out all of the categories of cost that a cost estimation typically does not include, such as permitting fees, utility connection fees, and any and all other costs so that the District receives a complete cost estimate. Cost estimates shall be submitted to the County with the draft Master Plan Document stage. Cost estimates shall be based on both County and State average costs of construction and include an inflation factor multiplier for future planning and budgeting purposes.

G. Scoping and Public Review

1. Consultant will be responsible for providing the District with all digital graphic presentation files for the Master Plan Document public review process.
2. Consultant will budget for one (1) presentation/community meeting at the 90% Draft Master Plan stage. The District appointed primary Project Manager will assist in scheduling and leading all community meetings.
3. Consultant will be required to review all document feedback with the District and incorporate it into the Final Master Plan Document, as directed.
4. City of Riverside, City of Moreno Valley, the Friends of the Riverside Hills, and the Riverside County Transportation Commission will be expected to review and comment on the Draft Master Plan Document.

H. Deliverables/ Plan Finalization

1. The contents of the Master Plan are to be satisfactory to all governing agencies from which approvals are required. Submitting drawings and securing approvals from all governing agencies will be the responsibility of the Consultant.
2. Comprehensive Master Plan Document: Develop a detailed analysis within the Master Plan Document regarding existing and proposed trails and staging amenities for Box Springs Reserve. Consultant shall submit Master Plan document for review by the District at the 30% and 90% levels.
3. Existing Trails Assessment Matrix & Maps: Develop both graphic and written analyses that catalog Reserve assessment/inventory findings.

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4. Reserve & Regional Connections Master Plan Trails Map: Lay out all trails and amenity improvements as developed in the Master Plan. Map shall show tie-in locations and connectivity from local destinations and regional trails into the Box Springs Mountain Reserve. Furthermore, the map shall highlight an integrated trail system that connects County, City, and Regional amenities for public use.
5. Detailed Cross-Sections, Elevations, and Supporting Graphics: Develop a detailed section on applicable trail designs and associated maintenance within the Reserve. This portion of the Master Plan is to incorporate cross-sections, elevations, and supporting graphics of the proposed and existing trail systems and potential railroad crossings.
6. Digital Graphic Presentation: Consultant to develop a digital graphic presentation (i.e., Microsoft Power Point) for all community presentations. Electronic copies of all digital presentation files will be provided to District on a compact disc, in the native file, and in Adobe Acrobat PDF format.
7. The Consultant shall submit three (3) copies of the Master Plan document for review by the District at the 30% and 90% levels, and one (1) electronic copy of the document on a compact disc in the native file and Adobe Acrobat .pdf format.
8. The Consultant shall submit high-resolution electronic copies of all Trail maps included within the document on a compact disc in the native file in which the document was created, as well as ArcGIS .shp/.shx, AutoCAD .dwg, and Adobe Acrobat .pdf formats.

III. NOT-TO-EXCEED FEES:

A not-to-exceed fee is interpreted as the ceiling given on a project where hourly fees will be assessed, but only up to the not-to-exceed amount. If further work is needed or requested by the DISTRICT, written approval to go over the not-to-exceed figure must be given by the DISTRICT. The not-to-exceed figure is the CONSULTANT's best, educated estimate of what a project should cost. It is used by the DISTRICT for budgetary purposes.

Additional fee will be approved only when the CONSULTANT demonstrates that the scope of work for a project has been enlarged beyond what was originally described in the original project scope.

All printing costs and other costs associated with advertising the project for construction bids will be paid by the DISTRICT.

IV. EXTRA WORK:

Extra work shall be performed only when requested or approved by the DISTRICT in advance and in writing. The CONSULTANT will provide an estimated cost of the extra services before agreement is signed by the CONSULTANT and the DISTRICT. Extra work shall include, but not be limited to:

Making special surveys and special analysis of the DISTRICT's needs to clarify requirements of the project when requested by the DISTRICT.

Developing and preparing addition graphic representations beyond those required by this agreement.

Preparing revisions to the documents after approved by the Board of Directors.

Arranging for the work to proceed should the CONSULTANT default due to delinquency or insolvency.

Preparation and coordination of additional public outreach meetings or programs beyond those outlined into "Request for Proposals"

V. CONSULTANT'S COMPENSATION:

A. Determination of Amount

1. For the services described above, the DISTRICT shall pay to the CONSULTANT, the fees described in Exhibit A as full payment for all services under this Agreement, including all costs or expenses incurred by the CONSULTANT.

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2. For extra work performed by the CONSULTANT, the DISTRICT shall pay to the CONSULTANT according to the hourly rates submitted by the CONSULTANT in response to the RFQ Proposal Fee Form, provided that the performance of said extra work has been requested and approved by the DISTRICT in writing, and after receipt of a written estimate from the CONSULTANT.
3. The CONSULTANT shall be responsible for all its costs and expenses related to the performance of its service under this Agreement.

B. Payment of:

Not-To-Exceed Fees:

The DISTRICT shall pay the CONSULTANT, upon submission of an invoice, monthly, and per the negotiated fee after the performance of the work. The extent of the services completed by the CONSULTANT will be verified by the DISTRICT prior to processing any payment.

VI. DUTIES OF CONSULTANT:

- A. The CONSULTANT's services shall be performed in such a manner and form that will secure approval of any local, state or federal agency having jurisdiction over the work. The CONSULTANT is responsible to procure all agency approvals. The CONSULTANT shall furnish all engineering information and data necessary to meet the requirements of such agencies and as needed by the DISTRICT to secure financing.
- B. The CONSULTANT shall employ or engage all sub-consultants or other persons necessary to enable the CONSULTANT to perform the services under this Agreement, and the CONSULTANT shall be responsible for their compensation.
- C. The CONSULTANT shall obtain and maintain during the term of performance of this Agreement such Worker's Compensation insurance as required by law.
- D. The CONSULTANT shall obtain and maintain insurance as follows:

Without limiting or diminishing the CONSULTANT'S obligation to indemnify or hold the DISTRICT harmless, CONSULTANT shall procure and maintain or cause to be maintained, at its sole cost and expense, the following insurance coverages during the term of this Agreement.

1. Workers' Compensation:

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

2. Commercial General Liability:

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

3. Vehicle Liability:

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

4. Professional Liability Insurance:

CONSULTANT shall maintain Professional Liability Insurance providing coverage for the CONSULTANT's performance of work included within this Agreement, with a limit of liability of not less than \$1,000,000 per occurrence and \$1,000,000 annual aggregate. If CONSULTANT's Professional Liability Insurance is written on a claims made basis rather than an occurrence basis, such insurance shall continue through the term of this Agreement and CONSULTANT shall purchase at his sole expense either: 1) an Extended Reporting Endorsement (also known as Tail Coverage); or 2) Prior Dates Coverage from new insurer with a retroactive date back to the date of, or prior to, the inception of this Agreement; or 3) demonstrate through Certificates of Insurance that CONSULTANT has maintained continuous coverage with the same or original insurer. Coverage provided under items; 1), 2) or 3) will continue for a period of five (5) years beyond the termination of this Agreement.

F. General Insurance Provisions – All lines:

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

Further, said Certificate(s) and policies of insurance shall contain the covenant of the insurance carrier(s) that thirty (30) days written notice shall be given to the DISTRICT prior to any material modification, cancellation, expiration or reduction in coverage of such insurance. In the event of a material modification, cancellation, expiration, or reduction in coverage, this Agreement shall terminate forthwith, unless the DISTRICT receives, prior to such effective date, another properly executed original Certificate of Insurance and original copies of endorsements or certified original policies, including all endorsements and attachments thereto evidencing coverages set forth herein and the insurance required herein is in full force and effect. *CONSULTANT shall not commence operations until the DISTRICT has been furnished original Certificate(s) of Insurance and certified original copies of endorsements and if requested, certified original policies of insurance including*

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all endorsements and any and all other attachments as required in this Section. An individual authorized by the insurance carrier to do so on its behalf shall sign the original endorsements for each policy and the Certificate of Insurance.

4. It is understood and agreed to by the parties hereto that the CONSULTANT's insurance shall be construed as primary insurance, and the DISTRICT or the County's insurance and/or deductibles and/or self-insured retention's or self-insured programs shall not be construed as contributory.
5. If, during the term of this Agreement or any extension thereof, there is a material change in the scope of services; or, there is a material change in the equipment to be used in the performance of the scope of work which will add additional exposures (such as the use of aircraft, watercraft, cranes, etc.); or, the term of this Agreement, including any extensions thereof, exceeds five (5) years the DISTRICT reserves the right to adjust the types of insurance required under this Agreement and the monetary limits of liability for the insurance coverages currently required herein; if, in the County's Risk Manager's reasonable judgment, the amount or type of insurance carried by the CONSULTANT has become inadequate.
6. CONSULTANT shall pass down the insurance obligations contained herein to all tiers of sub-consultants working under this Agreement.
7. The insurance requirements contained in this Agreement may be met with a program(s) of self-insurance acceptable to the DISTRICT.
8. CONSULTANT agrees to notify DISTRICT of any claim by a third party or any incident or event that may give rise to a claim arising from the performance of this Agreement.

VII. DUTIES OF THE DISTRICT:

- A. The DISTRICT shall make available to the CONSULTANT all pertinent information which it has relating to the purpose and use of the project.
- B. The DISTRICT shall furnish the CONSULTANT with the most recent Flood Control generated topographic survey of the property. The CONSULTANT will complete additional survey work as necessary.
- C. The DISTRICT shall promptly consider and act upon written requests or recommendations of the CONSULTANT including requests for information or services needed by the CONSULTANT to proceed with the Work.

VIII. DOCUMENTS:

All completed documents, including but not limited to plans and specifications, prepared by the CONSULTANT shall be the property of the DISTRICT.

The CONSULTANT shall provide documents to the District in the quantities and formats outline in Section II of the agreement.

IX. LIABILITY AND INDEMNIFICATION:

The CONSULTANT agrees to and shall indemnify and hold harmless the DISTRICT, County of Riverside, its Agencies, Departments, Districts and Special Districts, their respective directors, officers, Board of Supervisors, elected and appointed officials, employees, agents and representatives (hereinafter individually and collectively referred to as "Indemnitees") from:

- A. All liability, including, but not limited to loss, suits, claims, demands, actions, or proceedings to the extent caused by any alleged or actual negligence, recklessness, willful misconduct, error or omission of CONSULTANT, its directors, officers, partners, employees, agents or representatives or any person or organization for whom CONSULTANT is responsible, arising out of or from the performance of professional services under this Agreement; and
- B. All liability, including but not limited to, loss, suits, damage, claims and demands, based upon any

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alleged or actual act, error, omission, or occurrence of CONSULTANT, its directors, officers, partners, employees, agents or representatives or any person or organization for whom CONSULTANT is responsible, arising out of, in connection with, resulting from conditions created by CONSULTANT, caused by the CONSULTANT's performance or failure of performance of any work or services, other than professional services covered under Section 'A' above, under this Agreement.

As respects each and every indemnification herein CONSULTANT shall defend and pay, at its sole expense, all costs and fees including but not limited to attorney fees, cost of investigation, and defense and settlements or awards against the Indemnities.

With respect to any action or claim subject to indemnification herein by CONSULTANT, CONSULTANT shall, at their sole cost, have the right to use counsel of their own choice and shall have the right to adjust, settle, or compromise any such action or claim without the prior consent of COUNTY; provided, however, that any such adjustment, settlement or compromise in no manner whatsoever limits or circumscribes CONSULTANT's indemnification to Indemnities as set forth herein.

CONSULTANT's obligation hereunder shall be satisfied when CONSULTANT has provided to Indemnities the appropriate form of dismissal relieving Indemnities from any liability for the action or claim involved.

The specified insurance limits required in this Agreement shall in no way limit or circumscribe Contractor's obligations to indemnify and hold harmless Indemnities from third party claims.

In the event there is conflict between this clause and California Civil Code Section 2782, this clause shall be interpreted to comply with Civil Code 2782. Such interpretation shall not relieve the CONSULTANT from indemnifying the DISTRICT or the County to the fullest extent allowed by law.

X. TERMINATION:

Either party may terminate and cancel this Agreement for cause, after fifteen (15) days written notice to the other, for substantial breach of this Agreement or unreasonable delay in the performance of any obligation under this Agreement.

Notwithstanding the foregoing provision, the DISTRICT shall have the right upon completion of any phase of the CONSULTANT's service, or at any time if the DISTRICT decided to suspend or abandon the project, to terminate this Agreement upon written notice to that effect given to the CONSULTANT.

If the termination as herein provided is for other than default or delay of the CONSULTANT, the CONSULTANT shall be paid pursuant to this Agreement for its service on each completed section, and for any section in such proportion as the service actually performed bears to the total service which would be required for the completion of such section and no further compensation shall be paid to the CONSULTANT. If the termination is for default or delay of the CONSULTANT, it shall be paid on a similar basis less actual damages suffered by the DISTRICT as a result.

XI. MISCELLANEOUS PROVISIONS:

A. Section and Sub-Section Approvals: Written approval by the DISTRICT for any phase of the CONSULTANT's services under this Agreement shall be considered as authorization to the CONSULTANT to proceed with the next successive phase, unless the DISTRICT otherwise specifies.

B. Project Segregation: Unless otherwise required by the DISTRICT prior to the commencement of services, the drawings, specifications and other documents shall be prepared so that all of the Work on the project may be executed under a single construction contract.

If the DISTRICT and the CONSULTANT decide to phase the project or have additive or deductive alternates, reasonably segregatable portions of the project will be identified as alternates or for

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omission from the Work. In that event the CONSULTANT shall not be entitled to any extra compensation for such service.

If the decision to phase the project or have additive or deductive alternates occurs after the commencement of services, the CONSULTANT will be entitled to extra compensation. The amount will be based on the actual amount of work completed when the decision was made and will be agreed to by both the DISTRICT and the CONSULTANT.

In the event that phasing or alternates are used and separate construction contracts will be needed or additional work on the part of the CONSULTANT is needed, the DISTRICT and the CONSULTANT shall, in writing, agree in advance of the performance of this work on the nature and extent thereof and the amount of additional compensation, if any, to be paid to the CONSULTANT.

- C. Assignment: This Agreement shall not be assignable, in full or in part, by the CONSULTANT without prior written consent of the DISTRICT.
- D. DISTRICT's Representative: The General Manager of the DISTRICT, 4600 Crestmore Road, Jurupa Valley, CA 92509, or designee, shall represent the DISTRICT in all discussions and/or conferences with the CONSULTANT and other County departments and agencies not requiring the actions of the DISTRICT's governing body. A written summary of conclusions reached at any such conference may be required of the CONSULTANT by the DISTRICT's representative.
- E. Notices: Any notice or communication under this Agreement shall be transmitted to the parties at the addresses shown under the signature lines of this Agreement.
- F. Mediations: Any claim, dispute or other matter in question arising out of, or related to, this Agreement shall be subject to mediation prior to the institution of legal or equitable proceedings by either party.
- G. Release of Information to the Public: The CONSULTANT shall consider all information regarding the proposed project as confidential information. Any request for information from others shall be directed to the DISTRICT. This provision shall not apply if maintaining confidentiality would violate the law; create the risk of significant harm to the public; prevent the CONSULTANT from establishing or defending a claim.
- H. Time of Completion: The contract duration for design services will be one hundred seventy (170) calendar days. The CONSULTANT shall commence work within fifteen (15) calendar days after its receipt of the Notice to Proceed. The design duration includes the submission of documents to all agencies and receiving approval from these agencies. CONSULTANT must identify which agencies will be involved, what their concerns are and determine how to address these issues as expeditiously as possible. Completion of this portion of the project is expected in December, 2013.

The CONSULTANT acknowledges and accepts the DISTRICT's schedule. The CONSULTANT and the DISTRICT shall establish milestones for all portions of the work. The mutually established dates shall be firmly maintained. The CONSULTANT shall confirm and update schedules as necessary and as described in the RFQ.
- I. Governing Law: This Agreement shall be governed by the laws of the State of California. Any legal action related to the performance of interpretation of this Agreement shall be filed only in the Superior Court for the State of California located in Riverside, California. Should action be brought to enforce or interpret the provisions of the Agreement, the prevailing party shall be entitled to attorney's fees in addition to whatever other relief are granted.
- J. Independent Consultant: The CONSULTANT is, for purposes arising out of this contract, an independent contractor and shall not be deemed an employee of the DISTRICT. It is expressly understood and agreed that the CONSULTANT shall in no event, as a result of this contract, be entitled to any benefits to which DISTRICT employees are entitled, including but not limited to

FY2014/15



overtime, any retirement benefits, worker's compensation benefits, and injury leave or other leave benefits. CONSULTANT hereby holds DISTRICT harmless from any and all claims that may be made against DISTRICT based upon any contention by any third party that an employer-employee relationship exists by reason of this agreement. It is further understood and agreed by the parties hereto that CONSULTANT in the performance of its obligation hereunder is subject to the control or direction of DISTRICT merely as to the result to be accomplished by the services hereunder agreed to be rendered and performed and not as to the means and methods for accomplishing the results.

- K. Compliance: The CONSULTANT warrants and certifies that, in the performance of this Agreement, it shall comply with all applicable laws, rules, regulations and orders of the United States, the State of California, and the County of Riverside, including the laws and regulations pertaining to labor, wages, hours and other conditions of employment. The CONSULTANT further warrants and certifies that it shall comply with new, amended, or revised laws, regulations and/or procedures that apply to the performance of this Agreement.
- L. Severability: If any provision in this Agreement is held by a court of competent jurisdiction to be invalid, void or unenforceable, the remaining provisions will nevertheless continue in full force without being impaired or invalidated in any way.

This Agreement constitutes the entire agreement between the parties hereto with respect to the subject matter hereof and all prior or contemporaneous agreements of any kind or nature relating to the same shall deem to be merged herein. Any modifications to the terms of this Agreement shall be in writing and incorporated herein and no oral understanding or agreement not incorporated herein shall be binding on any of the parties hereto.

XII. GENERAL:

This Agreement, including any attachments or exhibits, constitutes the entire Agreement of the parties with respect to its subject matter and supersedes all prior and contemporaneous representations, proposals, discussions and communications, whether oral or in writing. This Agreement may be changed or modified only by a written amendment signed by authorized representatives of both parties.

FY2014/15



BOARD OF DIRECTORS

RIVERSIDE COUNTY REGIONAL PARK
AND OPEN-SPACE DISTRICT
4600 Crestmore Road
Jurupa Valley, CA 92509

Signature: _____

Print Name: Kevin Jeffries

Title: Chairman, Board of Directors

Dated: _____

ATTEST:

KECIA HARPER-IHEM, Clerk of the Board

By: _____
Deputy

Dated: _____

CONSULTANT

KTU+A PLANNING & LANDSCAPE
ARCHITECTURE
3916 Normal Street
San Diego, CA 92103

Signature: Sharon Singleton

Print Name: Sharon Singleton

Title: Vice President

Dated: 11/5/14

APPROVED AS TO FORM:

GREGORY P. PRIAMOS, County Counsel

By: Synthia M. Gunzel
SYNTHIA M. GUNZEL

Dated: 11-10-14

FY2014/15





EXHIBIT A

Cost Proposal

Riverside County Regional
 Park & Open-Space District
 4600 Crestmore Road
 Jurupa Valley, CA 92509

Request for Proposal #PKARC-164
 Bid Issue Date: 07/17/14
Closing Date: 08/21/14 @ 1:30 PM
 Phone: (951) 955-4308 Fax (951) 955-4795

BEST AND FINAL OFFER

Page 1 of 2

EXHIBIT A COST PROPOSAL FEE FORM

Consultant proposes to provide the District with the following services at an "All Inclusive" lump sum amount for each project item A thru H listed below; Landscape Architecture and Planning Services.

<u>ITEM</u>	<u>TOTAL AMOUNT (Lump Sum)</u>
A. Project Coordination and Scheduling	\$ 9,200
B. Preliminary Site Analysis	\$ 14,340
C. Aerial Survey/Topographic Map Analysis	\$ 5,980
D. Coordination w/ Regional/Local Governing Agencies	\$ 15,420
E. Comprehensive Master Plan Document	\$ 92,400
F. Preliminary Cost Estimation	\$ 10,640
G. Scoping and Public Review	\$ 12,990
H. Deliverables/ Plan Finalization	\$ 5,910
TOTAL COST FOR THIS PROJECT:	\$ 166,880
	(Total Amount A-H)

One hundred sixty six thousand eight hundred eighty Dollars
 (Written in Words)

Consultant's price shall be "All Inclusive." "All Inclusive" shall include, but not be limited to, travel, transportation, production, royalties, meetings, employee wages, sub-consultant fees, all services, fuel, telephone, postage/maillings, conference calls, office supplies, airfare, mileage, meals; and any other expense required to perform the services specified in this Request for Proposal.



Riverside County Regional
Park & Open-Space District
4600 Crestmore Road
Jurupa Valley, CA 92509

Request for Proposal #PKARC-164

Bid Issue Date: 07/17/14

Closing Date: 08/21/14 @ 1:30 PM

Phone: (951) 955-4308 Fax (951) 955-4795

Page 2 of 2

**EXHIBIT A
(Cont'd)
COST PROPOSAL FEE FORM**

Upon award to the successful Consultant, all work specified above shall be completed within the first year, with no obligation by the District to purchase any specified amount of services.

*Consultant shall provide an itemized, detailed listing of all items A thru H. Provide a separate sheet for the "All Inclusive" Consultant Hourly Rate Fees and a separate "All Inclusive" Hourly Rate Fee sheet for each Sub-Consultant. List ALL fees of each listed item. Provide this as an attachment and entitle as: "Consultant Fees".

*Other expenses (identify and itemize specifically what the other expenses are and their fees and what will trigger any additional costs). Include all other expenses and additional cost in *Other Expenses above item H.

Extra Work: Any extra work, if needed, shall require prior written approval by the District. Consultant's hourly rates shall be used to calculate extra work. All extra work shall be negotiated and agreed to in writing by both parties. All extra work, shall be "All inclusive" of all expenses required to provide the services agreed upon.

CERTIFICATIONS

I, Sharon S. Singleton, a duly authorized agent of KTU+A
Printed Name of Agent/Officer Name of
Organization/Consortium

Hereby certify that KTU+A
Name of Organization/Consortium

by submission of this proposal in response to the personal services RFP agree upon contract award to carry out the requirements specified and obligations set forth therein.

Signature Sharon Singleton Date 10/7/14

Title of Agent/Officer Vice President



Best and Final Offer

PKARC - 164 Box Springs Mountain Reserve Master Plan	KTU+A Staff Allocations							Expenses	
	Principal/Landscape Architect	Project Manager/Senior Associate	Mobility Planner/ GIS Manager	Land Arch/Active Trans. Planner	Active Trans. Planner	GIS Analyst	Graphics/3D Modeling		
	Mike Singleton	John Holloway	Joe Punsalan	Tim Henderson	Alison Moss	Kristin Bleile	Jacob Leon	Type	Cost
	\$170	\$140	\$140	\$120	\$110	\$100	\$100		

ITEM A: Project Coordination/Scheduling										
A3	Attend bi-weekly coordination meetings with District (4 face-to-face, 6 conf. call)		32							
A3.1	Update District of project status and verify project objectives and milestones are achieved by all parties		8							
A3.2	Arrange meetings, provide discussion materials, prepare agendas and distribute meeting notes		8							
A3.3	Document all project direction and decisions		6							
A4	Prepare Master Plan and Cost Estimates schedule identifying major work tasks, milestone dates, District requirements, presentations and all required agency submittal and approval time frames		4		2					
A5	Coordinate and maintain schedules and incorporate project team members work into schedule		6							
Sub-total Hours:		0	64	0	2	0	0	0	Materials:	\$0
Sub-total Costs:		\$0	\$8,960	\$0	\$240	\$0	\$0	\$0	Labor:	\$9,200
									Total for Item A:	\$9,200

ITEM B: Preliminary Site Analysis										
B1	Conduct site analysis and inventory of all park trails, amenities and features		24	18	18	18				
B2	Collect available data on existing infrastructure, tract mapping, geology, drainage, utility easements, topography, and other relevant information on existing site conditions			4		8	12			
B3	Review County and City publicly accessible GIS Parcel Maps		4	2		4	4			
Sub-total Hours:		0	28	24	18	30	16	0	Materials:	\$0
Sub-total Costs:		\$0	\$3,920	\$3,360	\$2,160	\$3,300	\$1,600	\$0	Labor:	\$14,340
									Total for Item B:	\$14,340

ITEM C: Aerial Survey/Topographic Map Analysis										
C1	Analyze Riverside County Flood Control topo-survey maps and available USGS Soil Report data		4			4				
C1.1	Review existing trails and new trail alignment and staging possibilities		8	4	4	12				
C2	Meet with primary Project Manger and District staff to discuss findings and alternate alignment possibilities		6			6				
Sub-total Hours:		0	18	4	4	22	0	0	Materials:	\$0
Sub-total Costs:		\$0	\$2,520	\$560	\$480	\$2,420	\$0	\$0	Labor:	\$5,980
									Total for Item C:	\$5,980

Best and Final Offer

PKARC - 164 Box Springs Mountain Reserve Master Plan	KTU+A Staff Allocations							Expenses	
	Principal/ Landscape Architect	Project Manager/ Senior Associate	Mobility Planner/ GIS Manager	Land Arch/ Active Trans. Planner	Active Trans. Planner	GIS Analyst	Graphics/ 3D Modeling		
	Mike Singleton	John Holloway	Joe Punsalan	Tim Henderson	Alison Moss	Kristin Bleile	Jacob Leon	Type	Cost
	\$170	\$140	\$140	\$120	\$110	\$100	\$100		

ITEM D: Coordination with Regional/Local Governing Agencies and Planning Documents										
D1	Identify all governing agencies having jurisdiction over project		4			8				
D1.1	Communicate with all governing agencies early in project to verify requirements relating to project		8			12				
D2	Advise District of detailed reports and/or studies required by agencies having jurisdiction, including anticipated costs, well in advance of need for their completion, to determine any schedule and/or funding impacts		4			4				
D3	Coordination with Friends of the Riverside Hills regarding trail alignment possibilities, proposed acquisition possibilities and trail construction/rehabilitation recommendations		8			12				
D4	Coordinate with District, City of Moreno Valley, City of Riverside Parks Recreation and Community Services Department, and University of California, Riverside throughout review process to discuss findings and new alignment possibilities		12			18				
D5	Review Riverside County Transportation Commission, Metrolink and Burlington Northern/Santa Fe Pacific RR (BNSF) restrictions for trail/pedestrian railroad crossing locations		4	4		12				
D6	Review Riverside Transportation Authority (RTA) Park and Ride joint staging facility opportunities		4	4		8				
Sub-total Hours:		0	44	8	0	74	0	0	Materials:	\$0
Sub-total Costs:		\$0	\$6,160	\$1,120	\$0	\$8,140	\$0	\$0	Labor:	\$15,420
Total for Item D: \$15,420										

ITEM E: Trails and Staging Area Assessment										
E1	Trails and Staging Area Assessment (Addressed within following subtasks)									
E1.1	Assess existing trail network and staging areas within Reserve		24	18		18				
E1.2	Examine connectivity opportunities into adjoining communities and areas	2	16	12		18				
E1.3	Review view quality, natural features, alignment, sustainability/maintainability, usage patterns, user groups, and connectivity to neighboring parks, trails, schools and city facilities	2	24	12		36	36	24		
E1.4	Organize assessment/inventory into matrix type spreadsheet, as well as series of maps, that District can use to determine need and future development projects	2	12	8		24	36	12		
E1.5	Address specifics (List in RFP - Addressed within previous subtasks)									
E1.6	Assess existing trails (List in RFP - Addressed within previous subtasks)									

EXHIBIT B

Statement of Qualifications and Proposal

PKARC-164

Box Springs Mountain Reserve Comprehensive Trails Master Plan



21 August 2014

Submitted by:



Planning + Landscape Architecture

3916 Normal Street
San Diego, CA 92103
t: 619 294-4477

Principal: Mike Singleton, 619 294-4477 x134, mike@ktua.com
Project Manager: John Holloway, 619 294-4477 x133, john@ktua.com



SANDAG Small Business
Bike-to-Work Day
Challenge Winner
2011, 2012, 2013 and 2014

Identification of Proposer

Legal Name:

KTU&A
3916 Normal Street, San Diego, CA 92103
t: 619 294-4477

Year Company Established: 1970

Personnel: 34

Organization Structure: California Corporation

Contact:

Principal
Mike Singleton, AICP CTP, ASLA, LEED AP
t: 619 294-4477 x134
e: mike@ktua.com

Project Manager

John Holloway, ASLA, LEED GA, LCI
t: 619 294-4477 x133
e: john@ktua.com

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Client Comments

"Thank you, to you and your outstanding KTU+A team, for conducting an excellent public meeting and review of our Draft Bicycle Master Plan. I'm looking forward to it's successful completion and approval, so our city can move ahead with its recommended projects."

Jim Powers, Huntington Beach Bicycle Advocates (HuBBA)
Co-founder, on the Huntington Beach Bicycle Master Plan

"We were particularly impressed with KTU+A's ability to work with staff and the public by demonstrating well organized and effective advisory committee meetings and workshops. They successfully incorporated direction from the advisory committee meetings to present and solicit working ideas and comments in an informative, and more importantly, interesting community workshop."

Cathy McCarthy, former City of Temecula
Development Services Administrator



a

Proposal Cover Page



August 20, 2014

Ms. Julie A. Smith-Campbell, Buyer II
Riverside County Regional Park and Open-Space District
4600 Crestmore Road - Building C
Jurupa Valley, CA 92509

Dear Ms. Smith-Campbell,

Safe and enjoyable mobility comes from understanding the surrounding natural and built environment and recognizing what destinations the community needs and wants to connect. This project is special because we will be addressing not just trails within an open space, but also connectivity between the open space and the existing and forthcoming communities around it, as well as a nearby major university campus and a potential rail trail connecting the campus with one of those communities. KTU+A has addressed all of these elements in similar current or recent projects.

KTU+A's mobility planning often includes trails as a mode of transportation, as well as a recreational venue to encourage physical activity and to access and enjoy open space. We understand that to entice people out of their cars, safe facilities are critical, but they must make the connections people want and provide an enjoyable experience along the way. Our comprehensive approach takes into account land and mobility planning, user experience, visualization and GIS analysis. A trail network connecting local destinations can help support the mode shift goals of the Sustainable Communities Strategy (SCS) outlined in California Senate Bill 375.

This project is of particular interest for us since we are nearing completion of Moreno Valley's Bicycle Master Plan, in which we addressed Box Springs Mountain Reserve and the potential for a rail trail connection with University of California, Riverside. We have spent the better part of two days around the Reserve and out on its trails preparing this proposal and we were impressed with its potential for a sustainable and enjoyable trail network within the surrounding residential development. The Reserve's higher reaches felt far away and above everything, yet the upper trailhead was only a few minutes from SR-60 by car. With the right design, the Reserve could become an easily accessible magnet for outdoor enthusiasts from the surrounding neighborhoods and beyond, with a trail system geared to accommodate all types and ages of users.

I will serve as the principal in charge for this team. I am an AICP professional, a Certified Transportation Planner, LEED AP and licensed landscape architect. Most of my career has been focused on integrating transportation and land use with an emphasis on active transportation.

John Holloway is KTU+A's mobility team leader and a licensed landscape architect. He has managed a broad variety of bicycle, pedestrian and trail master planning throughout Southern California, including ongoing projects such as 18 miles of trail along Salt Creek between Hemet and Canyon Lake, and Class 1 bikeway and natural surface trail design along the Santa Ana River Trail between Yorba Linda and Corona, as well as citywide active transportation planning for Moreno Valley, Temecula and Eastvale. As a landscape architect, John has made trail design a KTU+A specialty. He provided the original illustrative graphics for the International Mountain Bicycling Association's (IMBA) acclaimed trail design publication, "Trail Solutions."

In terms of the range of staff capabilities assigned to this project, Joe Punsalan and Alison Moss are active transportation specialists within our mobility team and have conducted dozens of plans and special studies for pedestrians, cyclists and equestrians. Tim Henderson has broad CAD and cost estimating experience on trail design projects, including the two mentioned above he is working on with John Holloway. Jacob Leon produces many of the 3D visualizations we count on to help people understand the potential complexities of projects like this, especially potential railroad crossings. Jacob can also provide Spanish translation services, if needed. Finally, Kristin Bleile will provide GIS mapping support, something she has done for a number of trail projects for KTU+A.

KTU+A acknowledges the receipt of one addendum dated 8/12/14. We look forward to the opportunity to help identify the issues and solutions that will help improve access, safety and connectivity in and around the Box Springs Mountain Reserve.

Respectfully submitted,

Michael L. Singleton, AICP CTP, ASLA, LEED AP
Principal, KTU+A



Riverside County Regional
Park & Open-Space District
4600 Crestmore Road
Jurupa Valley, CA 92509

Request for Proposal #PKARC-164
Bid Issue Date: 07/17/14
Closing Date: 08/21/14 @ 1:30 PM
Phone: (951) 955-4308 Fax (951) 955-4795

PROPOSAL COVER PAGE

Consultant to complete all applicable areas

Consultants are required to register (if not already registered) on the County of Riverside Purchasing website: WWW.PURCHASING.CO.RIVERSIDE.CA.US

The Riverside County Regional Park & Open-Space District is soliciting proposals from qualified companies for Landscape Architecture and/or Engineering Services as detailed in Appendix A.

**There will be a Mandatory Pre-Bid Conference meeting to be held on:
Wednesday, August 6, 2014 @ 1:30 PM**

THERE WILL BE NO ADMITTANCE FOR LATE ARRIVALS

**Riverside County Regional Park and Open-Space District
4600 Crestmore Road
Jurupa Valley, CA 92509
Bldg B (Garden Room)**

**BID CLOSING DATE: Thursday, August 21, 2014 no later than 1:30 PM.
NO FAXED PROPOSALS WILL BE ACCEPTED**

If an addendum is issued for this procurement, it will be the Consultant's responsibility to retrieve all applicable addendum(s) from the Purchasing website.

Company Name: KTU+A

Street Address: 3916 Normal Street, San Diego, CA 92103

Mailing Address: same as above City: State: Zip:

Remit to Address: same as above City: State: Zip:

PHONE # (619) 294-4477

FAX # (619) 294-9965

Name Title: Michael Singleton, Principal

Signature:  Date: 8/18/14 Email: mike@ktua.com

Please Check Disabled Veteran or Local Business - if checked, the above signer certifies that the above business is located within the geographical boundaries of Riverside County and that all sales taxes generated based on this RFP will be credited to that location in Riverside County. Form 116-260 must be completed and submitted with the Consultant's proposal.



Company Profile



KTU+A is a collaboration of planners, landscape architects, GIS analysts, irrigation designers and graphic designers focused on the creation of healthy communities. Established in 1970, KTU+A has expanded the boundaries of a traditional landscape architecture office by incorporating active transportation, community planning, federal planning, and natural resource management practices into our portfolio. With this diversity, KTU+A has the ability to help shape the bigger picture while addressing the fine-grained details that contribute to sustainable natural and built environments.

Community health concerns and ever-increasing energy costs are among the many factors driving the desire for more sustainable growth. An important component of this communal vision is mobility planning that embraces active transportation. Whether achieved through the implementation of smart growth principles, traffic calming, universal access, or more consistent integration of pedestrian and bicycle facilities within our rights-of-way, the technical challenges must be met. Our roadways should be complete streets accessible to all users, not just to vehicle drivers. KTU+A has a proven track record of cost-effective, technically-proficient and creative mobility solutions that make healthy connections between places, people and resources.

Project Experience

KTU+A has provided planning and design services for a number of projects requiring the integration of various modes of transportation, including pedestrian, bicycle, trail, equestrian and transit. Services have included alignment alternatives, design feasibility, safety evaluation, determination of appropriate land uses, design guidelines development, integration with recreational, residential and commercial land uses, analysis and identification of bikeway and walkway locations, and ADA accessibility. Our qualifications include:

- Customized Solutions - Experience in researching and recommending innovative facility treatments and programs for specific issues.
- Advanced Technology - GIS computer applications for producing alignment analysis, pedestrian and bicycle suitability modeling, maps, route selection, graphic production, estimating and 3-D visualizations.
- Integrated Plans - Expertise in pedestrian, trail and bikeway planning and commitment to the integration of recreation, land use planning, community design, urban design and non-motorized alternatives.
- Safety - Pedestrian and bicycle safety factors and common collision scenarios.
- Design Sensitivity - Professional experience with the integration of urban design elements within environmentally and visually sensitive areas.
- Qualified Plans - All plans prepared by KTU+A comply with State, Federal Highway Administration, AASHTO and MUTCD standards.

Representative Projects

- Santa Ana River Trail, Riverside County
- Salt Creek Trail, Riverside County
- City of Encinitas Coastal Rail Trail
- Crestridge Ecological Reserve Trails
- Santa Ana River Parkway, Orange County
- Northern San Luis Obispo Salinas River Trail Master Plan,
- City of Costa Mesa Multi-Purpose Trails Plan
- City of Carlsbad Trails Master Plan
- City of Temecula Multi-Use Trails and Bicycle Master Plan
- Santa Ana River Trail, Phase 4, San Bernardino County
- San Dieguito River Park Coast to Crest Trail, San Diego County

KTU+A OFFICERS

President: Sandra Swaner-Carmona
Vice President: Sharon Singleton
Secretary: Kurt Carlson
Treasurer: Susan Cailing

LOCATION (1 Office)

3916 Normal Street
San Diego, CA 92103

EMPLOYEES - 34 (15 LEED)

10 Landscape Architects
2 Transportation Planners
10 Planners
5 Landscape Designers
1 Irrigation Designers
3 GIS Analysts
1 Graphic Designer
2 Administrators

YEAR ESTABLISHED

1970

CERTIFICATIONS

Woman Business Enterprise (CPUC)
Small Business Enterprise (CA)

SERVICES

Planning

- Community Planning
- Mobility
- Resource Management

Landscape Architecture

- Community Design
- Parks and Recreation
- Health Care
- Education
- Housing
- Hospitality
- Office and Retail

SUPPORT SERVICES

- Public Outreach
- GIS
- 3D Modeling and Simulations
- Sustainable Design
- Water Management
- Grant Writing





Description of Services

Executive Summary

This is a unique planning project because it addresses such a broad range of topics affecting this open space and its surrounding communities. Not only does it require singletrack trails assessment, planning and design guidance, it also addresses open space and surrounding community connectivity, including the potential for a Class 1 rail trail connecting Moreno Valley and the UCR campus.

This proposal reflects the special nature of this RFP by carefully tailoring the proposed work to fit the wide range of desired task topics in a balanced, sustainable way to achieve a work-

able plan for the Box Springs Mountain Reserve, as well as to potentially provide guidance for other County open space trails systems.

Distinguishing our services from competitors

KTU+A has the in-house capabilities needed to address all aspects of this project. This is best expressed with the following matrix of planning and design elements in relation to our recent and ongoing trails and open space projects.

Project Name	Client	Status	Related Features						
			Single-track Trails	Class 1 Trails	Trails /Open Space Planning	Active Transportation Planning/Design	Campus Mobility Plans	Trails and Rail Lines	Trails Design Guidelines
Trail and Mobility Plans									
Balboa Park Trails Mapping and Signage Plans	City of San Diego	Completed 2012			<input checked="" type="checkbox"/>				<input checked="" type="checkbox"/>
Boulder Oaks Public Access Plan	County of San Diego	Ongoing 2014			<input checked="" type="checkbox"/>				<input checked="" type="checkbox"/>
Calimesa Trails Master Plan	City of Calimesa/SCAG	Ongoing 2014			<input checked="" type="checkbox"/>				<input checked="" type="checkbox"/>
Carlsbad City-wide Trails Master Plan	City of Carlsbad	Ongoing 2014	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Costa Mesa Multi-Use Trails Master Plan	City of Costa Mesa/SCAG	Ongoing 2014		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>
Crestridge Ecological Reserve	Earth Discovery Institute	Completed 2011	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>				
Encinitas Coastal Rail Trail	SANDAG	Ongoing 2014		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Mission Trails Regional Park Trails Master Plan	City of San Diego	Completed 2013	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>			<input checked="" type="checkbox"/>
Mockingbird Trail	County of Riverside	Completed 2010	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>				
Moreno Valley Bicycle Master Plan	City of Moreno Valley	Ongoing 2014		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Salinas River Trail Master Plan	SLOCOG	Completed 2014	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Salt Creek Trail	County of Riverside	Ongoing 2014		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>				<input checked="" type="checkbox"/>
San Diego Coastal Rail Trail	City of San Diego/SANDAG	Ongoing 2014	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
San Diego River Trail	SANDAG	Completed 2014	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>			<input checked="" type="checkbox"/>
San Diego State University Bicycle Plan	SDSU Associate Students	Completed 2011		<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>
San Dieguito River Park Trails	San Dieguito River Park JPA	Completed 2012	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>			<input checked="" type="checkbox"/>
Santa Ana River Parkway Trail	County of Orange	Completed 2010		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	
Santa Ana River Trail	County of Riverside	Ongoing 2014		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>			<input checked="" type="checkbox"/>
Santa Ana River Trail Phase 4	County of San Bernardino	Completed 2013		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>			<input checked="" type="checkbox"/>
Temecula Multi-Use Trails/Bicycle Master Plan	City of Temecula	Ongoing 2014	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>			<input checked="" type="checkbox"/>
UCSD Bicycle and Pedestrian Master Plan	UCSD	Completed 2012		<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>



Detailed work program: Plan Content

A. Project Coordination/Scheduling

KTU+A's project manager, John Holloway, will be the project lead and the District's primary point of contact. He will coordinate project team responsibilities to assure timely deliverables and attend bi-weekly coordination meetings with the District to update project status and verify that project objectives and milestones are achieved by all parties. He will arrange meetings, provide discussion materials, prepare agendas and distribute meeting notes documenting project direction and decisions.

This proposal includes a required timeline that will be updated to identify major work tasks, milestone dates, District requirements, presentations and all required agency submittal and approval time frames. KTU+A will coordinate team members' schedules throughout the project.

B. Preliminary Site Analysis

KTU+A's planners will perform site analysis and inventory of park trails, amenities and features, either on foot or by mountain bike, depending on location and topography. With our practical approach to field investigation, wherever possible, we ride or walk the study area to ensure that our analysis is based on the hikers' and hikers' perspectives, as well as from a professional planning standpoint, while also keeping in mind equestrian use. We have optimized our data collection based on bicycle and foot travel, such as using GPS-enabled smartphones for navigation and photography, particularly because of their ability to encode location data that can be valuable in later outreach and in support of public understanding of the project.

As part of this site analysis, KTU+A's GIS analysts and planners will work with the District to collect available data on existing infrastructure, tract mapping, geology, drainage, utility easements, topography, and other relevant site condition information. This will include the review of County and City GIS parcel maps to help define ownership, which will be useful in later tasks, especially Task D. Relevant information can be incorporated into preliminary site maps for use during initial fieldwork and to identify any data gaps or other needs to complete the project. Most of these datasets noted above are also useful for fieldwork, presentations, analysis, public workshops and the project document.

C. Aerial Survey/Topographic Map Analysis

KTU+A will analyze existing Riverside County Flood Control topo-survey maps and USGS Soil Report data as part of existing trails review, as well as how such data may affect new trail alignment and staging possibilities. Following this initial review and analysis, KTU+A will meet with the Project Manager and District staff to discuss our findings and potential alignment possibilities.

D. Coordination with Regional/Local Governing Agencies and Planning Documents

KTU+A will consult with the District to help identify all governing agencies having jurisdiction over the project site. We will then communicate with these governing agencies early in the project to verify their requirements relating to the project. This needs to be addressed as early as possible to avoid making alignment recommendations that will not be supported by a governing agency, which could disrupt the project timeline. Based on our communications with these agencies, KTU+A will advise the District of all required reports and/or studies, including anticipated costs, well in advance of the need for their completion, to determine any schedule and/or funding impacts.

KTU+A will coordinate with the Friends of the Riverside Hills regarding trail alignment possibilities, proposed acquisition possibilities, and trail construction/ rehabilitation recommendations. KTU+A will also coordinate with designated representatives of the District, City of Moreno Valley, City of Riverside Parks Recreation and Community Services Department, and University of California, Riverside throughout the review process to discuss findings and new alignment possibilities. We will work with the District to identify the appropriate agency personnel.

We will review Riverside County Transportation Commission, Metrolink, and Burlington Northern/Santa Fe Pacific RR restrictions for trail/pedestrian railroad crossing locations. This is another potential issue that needs to be addressed as early as possible in the project in case any of these restrictions could potentially impact later recommendations.

The potential for Riverside Transportation Authority Park and Ride lots as joint use staging facilities will also be reviewed to make sure this opportunity is not overlooked. We will work with the District to determine where these locations will be since station siting is still ongoing.



E. Comprehensive Master Plan

KTU+A will assess the existing trail network and staging areas within the Reserve, as well as examine connectivity opportunities with adjoining communities and areas. This will include a review of the view quality, natural features, alignment, sustainability, maintainability, usage patterns, user groups, and connectivity to neighboring parks, trails, schools, and city facilities, to be incorporated into the draft document. KTU+A will organize this assessment/ inventory into a matrix, as well as a series of maps to support the District in determining need and future development projects.

As well as the other trails specifically listed in the RFP, KTU+A will address the growing popularity of the unofficial "Big C" trail that attracts students and faculty from the University of California Riverside (UCR). We will also review the need for a bicycle/ pedestrian corridor along the Perris Valley Line for students traveling to UCR from Moreno Valley and future Metrolink Stations, such as at Marlborough Avenue. This "rail trail" issue came to light via public input during KTU+A's preparation of Moreno Valley's Bicycle Master Plan, currently in final draft.

KTU+A will assess inter-jurisdictional staging and access constraints into the Reserve due to the future Perris Valley Line Metrolink expansion, SR-60, and adjacent private land holdings. This will include a detailed analysis of regional connectivity highlighting future connections and staging areas within each jurisdiction surrounding the Reserve. The plan will highlight feasible alignment solutions and any land acquisitions that incorporate desired connections to major neighborhoods, regional trails and local destinations as described in the RFP.

KTU+A will create a document section on trail development standards for the Reserve. We will develop trail standards and sustainable policies based on the review of existing plans and documents, and industry best practices. These standards and approaches will be used as tools to set policies for trail development projects. KTU+A will review information regarding regional and national design standards for trails, including those from the International Mountain Bicycling Association (IMBA), the acknowledged experts on sustainable trail design. KTU+A's project manager, John Holloway, helped develop IMBA's original design standards.

With both trail planning and landscape design staff on the project team, this document section will address design and construction practices for a sustainable, multipurpose recreation trail system. As part of this task, KTU+A will review existing County of Riverside Trail Design Standards, as well as coordinate with the primary Project Manager and District staff to review and adopt updated design concepts for future improvements. This will build upon recent trail guidelines prepared by

KTU+A for the cities of San Diego and Carlsbad. The resulting guidelines may be used to update the County's standards in support of uniform management of open space trail systems.

KTU+A will also research inter-jurisdictional pedestrian/bicycle and railroad crossings precedent and include recommended railroad crossing design standards. This is an issue we have addressed on several projects, including several on-going Class 1 multi-use path projects much like the "bicycle/pedestrian corridor" mentioned in RFP Task E. Since policies and standards vary from place to place, we will work with the District to identify the appropriate authorities.

KTU+A will produce a document section on Reserve trail maintenance standards, including guidelines addressing newly proposed and existing trails, addressing such issues as drainage and erosion control, rodents and high traffic. This will be context sensitive, since the physical characteristics of an open space are often specific to that open space.

F. Preliminary Cost Estimation

KTU+A will develop an estimated linear foot cost for all trail design and maintenance methods that applies to both new construction and existing trail renovation work. This will be specific to each of the Reserve trails noted in the RFP, as well as any proposed new trails. Cost estimating will include both nationwide and Riverside County norms.

As part of this preliminary cost estimate for all projected work in the draft document, KTU+A will develop an initial phasing plan based on District needs. This will include categories that cost estimation typically does not include, such as permitting fees, utility connection fees, and any and all other costs, developed with District input. Cost estimates will be based on both County and State average construction costs and include an inflation factor multiplier for future planning and budgeting purposes.

G. Scoping and Public Review

Conveying new or unfamiliar ideas to decision-makers, public officials and concerned citizens requires clear visual communication. To do this, KTU+A utilizes the latest technology and techniques available to make complex issues and concepts comprehensible to all. This particularly applies to the digital and hard copy graphics and mapping we produce for public meetings, much of which often appears in the project document.

For workshops, KTU+A often plots detailed large-scale maps with aerial photo backgrounds on which comments can be placed. We routinely plot such maps in-house using our large format color plotter, whose main use is to produce public



outreach products like this. As noted in the RFP, KTU+A will provide the District with all digital graphic presentation files for the Master Plan public review process, but we can also produce hard copy aerial maps for an additional fee, if desired by the District. As requested in the RFP, we have budgeted for one presentation/ community meeting at the 90% Draft Master Plan stage.

KTU+A will review document feedback with the District and incorporate approved revisions into the Final Master Plan document, as directed. Any needed research or analysis will be addressed in-house depending on comment specifics so that it can be assigned to the appropriate staff based on expertise. KTU+A, upon the District's approval, will provide the Draft Master Plan Document to the City of Riverside, City of Moreno Valley, the Friends of the Riverside Hills, and the Riverside County Transportation Commission for review and comment.

H. Deliverables/ Plan Finalization

As noted in Task D above, the Master Plan's contents are to be satisfactory to all governing agencies from which approvals are required. Submitting appropriate drawings and securing agency approvals will be KTU+A's responsibility. KTU+A will work with the District to ensure timely response.

The Comprehensive Master Plan document, including a detailed analysis of existing and proposed trails and staging amenities for the Reserve, will be submitted for District review at the 30 and 90 percent completion levels.

As part of the draft document, KTU+A will prepare an Existing Trails Assessment Matrix and Maps that both graphically and in writing catalog Reserve assessment and inventory findings. A Reserve and Regional Connections Master Plan Trails Map will lay out all trails and amenity improvements as developed in the Master Plan and show tie-in locations and connectivity from local destinations and regional trails into the Reserve. The map will also highlight an integrated trail system that connects county, city and regional amenities.

KTU+A will also develop a detailed document section on applicable trail designs and associated maintenance within the Reserve, as noted in RFP Task E. This portion of the Master Plan will incorporate cross-sections, elevations and supporting graphics of the proposed and existing trail systems and potential railroad crossings. This will include three-dimensional graphics developed for this project. KTU+A employs plan, section and elevation views only as required, because we have found 3D views to be much more valuable in helping people understand what is being proposed. These virtual views reflect how we see, in perspective, and can be created from any viewpoint and customized for any project.

KTU+A will prepare a digital graphic presentation (such as Microsoft PowerPoint) for District use at community presentations. Our staff, including the project manager, has extensive experience with PowerPoint and can create high quality, effective presentations to serve the District's purposes. We will work with the District to outline and develop the presentation and incorporate applicable graphics developed for the Master Plan, including Google Earth visualizations, if desired. From long experience, we have found presentations that emphasize graphics and mapping, rather than textual explanations, are much preferred by laypeople and decision-makers alike.

We will provide the digital presentation files to the District on a compact disc, in their native formats, as well as in Adobe Acrobat .pdf format. Since such files tend to be graphics-heavy and therefore fairly large, they can be made available via file-sharing sites like Dropbox, if desired by the District. As requested in the RFP, KTU+A will submit three hard copies of the Master Plan document for review by the District at the 30 and 90 percent levels, and one electronic copy of the document on a compact disc in the native file and Adobe Acrobat .pdf format. High-resolution electronic copies of all maps included in the document will be submitted on compact disc in their native formats in which they were created, as well as in ArcGIS .shp/.shx, AutoCAD .dwg, and Adobe Acrobat .pdf formats.

Proposed method to build consensus

Consensus is built on understanding. Humans are typically visual thinkers. Clear graphic portrayal often answers questions before they even come up. We make use of available technologies to clearly illustrate proposed actions, such as Google Earth visualization capabilities. This could be particularly valuable for this project because topography can be difficult to perceive and describe, even for professionals, and especially in a setting from which the actual location is not visible. It may be advantageous to make use of geo-referenced photographs to further support comprehension. We strive to provide the right information in the first place by putting a lot of thought into what questions may be on people's minds.

In support of clarity, we offer the following optional public outreach tools (Not in scope - additional fee, if desired by District):

- Google Earth visualizations (.kml format fly-throughs for web viewing with dynamic control, and/or static recordings in .wmv, .avi or .mov video formats for presentation use where web access is unavailable.)
- Large-scale color aerial map plots



Description of deliverables

Three hard copies and one electronic copy on compact disc in native and Adobe Acrobat .pdf formats of the following:

- 30 and 90 percent Comprehensive Master Plan document
- Final Comprehensive Master Plan document

Hard copies and/or electronic copies in Adobe Acrobat .pdf formats of the following:

- Draft document to agencies for review as noted in RFP Task G4

One electronic copy in Microsoft PowerPoint (.pptx format) on compact disc:

- Digital graphic presentation

One electronic copy on compact disc in native and Adobe Acrobat .pdf formats:

- Digital presentation files (Maps and graphics)

Communication Plan

In-house communication is important to project success. Our mobility planning department meets regularly to discuss project status and upcoming milestones and the staff assigned to this project makes up the majority of our mobility planning department.

As for KTU+A's and the District's interaction, the RFP calls for bi-weekly meetings, which will be attended by the project manager, John Holloway. If for some reason John is unable to attend, Senior Associate Planner Joe Punsalan or Associate Landscape Architect Tim Henderson can serve as alternates. These regular meetings will help ensure meaningful interaction between KTU+A and the District.

John Holloway and Tim Henderson are currently working on two large trail design and construction drawing projects for the District. As we have done for our current District projects, we notify the Manager well in advance when we plan to perform fieldwork or need District or other input. The District's Manager can attest that we respond to problems in a timely manner and keep project team members aware of tasks to avoid delays caused by unforeseen issues. Our experience is that it is commonly the document review periods that can cause projects to run over schedule.

Subconsultants

KTU+A will not be utilizing any subconsultants for this project - all work will be performed with in-house resources.

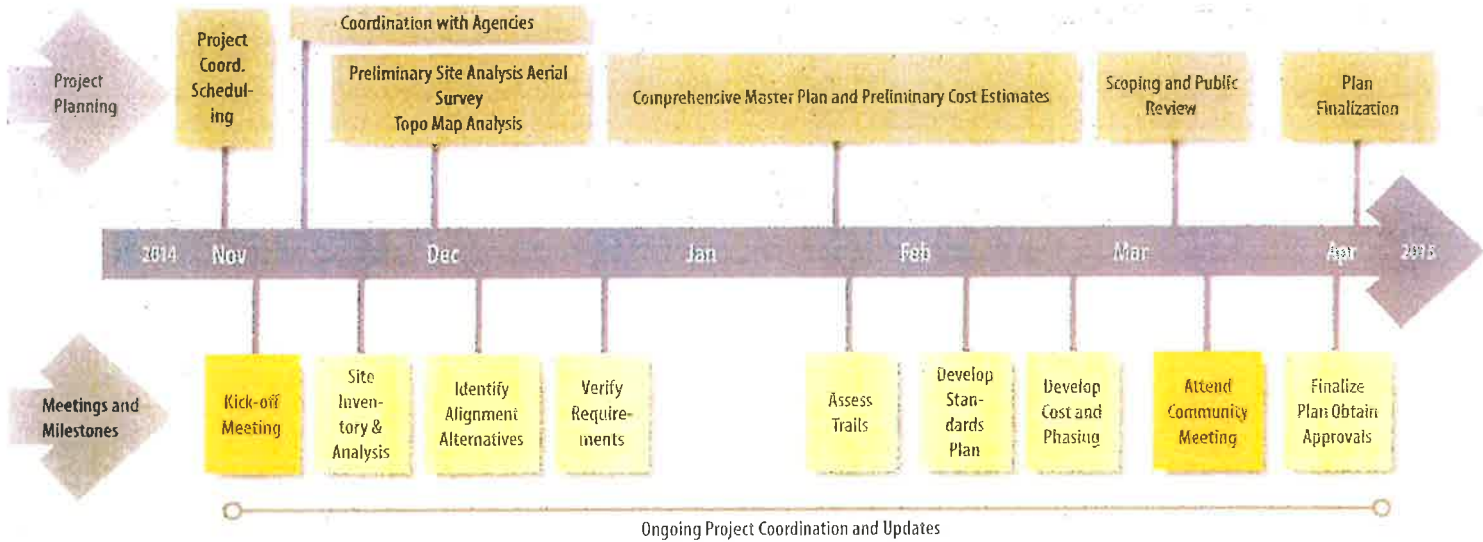


"String Theory" trail alignment exercise utilized by KTU+A at public workshops to incorporate input from trail users





Project timeline and major milestone



Detailed outline of the distribution of tasks and responsibilities among key staff

PKARC - 164 Box Springs Mountain Reserve Master Plan	KTU+A Staff Allocations Outline							Total Hours per Scope Item
	Principal/ Landscape Architect	Project Manager/ Sr. Associate	Mobility Planner/ GIS Manager	Land. Arch./ Active Trans. Planner	Active Trans. Planner	GIS Analyst	Graphics/ 3D Modeling	
	Mike Singleton	John Holloway	Joe Punsalan	Tim Henderson	Alison Moss	Kristin Bleile	Jacob Leon	
ITEM A: Project Coordination/Scheduling								
Item A Hours:		92		2				94
ITEM B: Preliminary Site Analysis								
Item B Hours:		28	24	18	30	16		116
ITEM C: Aerial Survey/Topographic Map Analysis								
Item C Hours:		18	4	4	22			48
ITEM D: Coordination with Regional/Local Governing Agencies and Planning Documents								
Item D Hours:		44	8		74			126
ITEM E: Comprehensive Master Plan								
Item E Hours:	12	208	98	82	228	132	36	796
ITEM F: Preliminary Cost Estimation								
Item F Hours:		28		56				84
ITEM G: Scoping and Public Review								
Item G Hours:		38		48	6		12	104
ITEM H: Deliverables/Plan Finalization								
Item H Hours:		20			26		2	48
Total Hours:	12	476	134	210	386	148	50	1,416



Project Schedule



Box Springs Mountain Reserve Master Plan

		2014		2015			
		Nov	Dec	Jan	Feb	Mar	Apr
ITEM A: Project Coordination/Scheduling							
A3	Attend bi-weekly coordination meetings with District (Assume 10 meetings)						
A3.1	Update District of project status and verify project objectives and milestones are achieved by all parties						
A3.2	Arrange meetings, provide discussion materials, prepare agendas and distribute meeting notes						
A3.3	Document all project direction and decisions						
A4	Prepare Master Plan and Cost Estimates schedule identifying major work tasks, milestone dates, etc.						
A5	Coordinate and maintain schedules and incorporate project team members work into schedule						
ITEM B: Preliminary Site Analysis							
B1	Conduct site analysis and inventory of all park trails, amenities and features						
B2	Collect available data on existing infrastructure, tract mapping, geology, drainage, utility easements, etc.						
B3	Review County and City publicly accessible GIS Parcel Maps						
ITEM C: Aerial Survey/Topographic Map Analysis							
C1	Analyze Riverside County Flood Control topo-survey maps and available USGS Soil Report data						
C1.1	Review existing trails and new trail alignment and staging possibilities						
C2	Meet with primary Project Manager and District staff to discuss findings and alternate alignment possibilities						
ITEM D: Coordination with Regional/Local Governing Agencies and Planning Documents							
D1	Identify all governing agencies having jurisdiction over project						
D1.1	Communicate with all governing agencies early in project to verify requirements relating to project						
D2	Advise District of detailed reports and/or studies required by agencies having jurisdiction						
D3	Coordination with Friends of the Riverside Hills regarding trail alignment possibilities, etc.						
D4	Coordinate with District, Moreno Valley, Riverside PRCSDI, and UCR throughout review process						
D5	Review RCTC, Metrolink and BNSF restrictions for trail/pedestrian railroad crossing locations						
D6	Review Riverside Transportation Authority (RTA) Park and Ride joint staging facility opportunities						
ITEM E: Comprehensive Master Plan							
E1	Trails and Staging Area Assessment (Addressed within following subtasks)						
E1.1	Assess existing trail network and staging areas within Reserve						
E1.2	Examine connectivity opportunities into adjoining communities and areas						
E1.3	Review view quality, natural features, alignment, sustainability/maintainability, etc.						
E1.4	Organize assessment/inventory into matrix type spreadsheet and maps						
E1.5	Address specifics (List in RFP - Addressed within previous subtasks)						
E1.6	Assess existing trails (List in RFP - Addressed within previous subtasks)						
E2	Regional Connectivity: Assess Inter-jurisdictional staging and access constraints)						
E2.1	Prepare detailed analysis of regional connectivity highlighting future connections and staging areas						
E2.2	Highlight feasible alignment solutions and land acquisitions incorporating desired connections to major						
E3	Design Standards: Develop trail development standards for Reserve						
E3.1	Review design and construction practices to create sustainable multipurpose recreation trail system						
E3.2	Research inter-jurisdictional pedestrian/bicycle and railroad crossings precedence						
E3.3	Incorporate recommended railroad crossing design standards						
E3.4	Review existing County of Riverside Trail Design Standards						
E3.5	Coordinate with primary Project Manager and District staff to review and adopt updated design concepts						
E4	Maintenance Plan (Addressed within following subtask)						
E4.1	Develop trail maintenance recommendations for Reserve for all existing and proposed trails						
ITEM F: Preliminary Cost Estimation							
F1	Develop estimated linear foot cost for all trail design and maintenance methods						
F2	Prepare preliminary cost estimate for all projected work						
F2.1	Develop initial phasing plan based on District needs						
F2.2	Price out all costs that a cost estimation typically does not include, such as permitting fees, etc.						
F2.3	Submit cost estimates based on both County and State average costs of construction						
ITEM G: Scoping and Public Review							
G1	Provide District with all digital graphic presentation files for public review process						
G2	Attend one (1) presentation/community meeting						
G3	Review and incorporate all District feedback into Final, as directed						
G4	Provide Draft review copies to Riverside, Moreno Valley, Friends of the Riverside Hills, and RCTC						
ITEM H: Deliverables/Plan Finalization							
H1	Master Plan contents are to be satisfactory to all governing agencies from which approvals are required						
H1.1	Submit drawings and secure approvals from all governing agencies as needed						
H2	Comprehensive Master Plan Document (Addressed under Item E)						
H2.1	Develop detailed analysis regarding existing and proposed trails and staging amenities for Reserve						
H2.2	Submit document for review by District at 30% and 90% levels						
H3	Existing Trails Assessment Matrix and Maps (Addressed within following subtask)						
H3.1	Develop both graphic and written analyses that catalog Reserve assessment/inventory findings						
H4	Reserve and Regional Connections Master Plan Trails Map (Addressed under Item E)						
H4.1	Lay out all trails and amenity improvements as developed in Master Plan						
H4.2	Illustrate tie-in locations and connectivity from local destinations and regional trails into Reserve						
H4.3	Highlight integrated trail system that connects County, City and Regional amenities for public use						
H5	Detailed Cross-Sections, Elevations and Supporting Graphics (Addressed under Item E)						
H5.1	Develop detailed document section on applicable trail designs and associated maintenance						
H6	Digital Graphic Presentation (Addressed within following subtask)						
H6.1	Develop digital graphic presentation (i.e., Microsoft PowerPoint) for all community presentations						
H7	Submit three copies of document at 30 and 90% levels, and one electronic copy on disc in native and						
H8	Submit high-resolution electronic copies of all trail maps on compact disc in native format and ArcGIS						

in separate envelope



e

Cost Proposal



Consultants Qualifications

**EXHIBIT B****CONSULTANT QUALIFICATION FORM – Engineering & Design Services**

Company Name	KTU+A
Consultant Name	John Holloway
Address	3916 Normal Street, San Diego, CA 92103
Telephone number	619 294-4477
Cell number	619 804-4502
Fax number	619 294-9965
Email information	john@ktua.com
Certificate of General Liability Insurance; and	\$1,000,000
Professional Liability Insurance; and	\$2,000,000
Workers Compensation Insurance	\$1,000,000
COPIES MUST TO BE INCLUDED IN PROPOSAL	
Project Manager	John Holloway, ASLA, LEED Green Associate, LCI
Education/Qualification	B.S. Biology, 1982; M. Landscape Architecture, 1988 California Landscape Architect #3734 LEED Green Associate League of American Bicyclists Certified Instructor #2008

KTU+A does not have any, nor have we ever had any, outstanding or pending complaints with the Better Business Bureau or the State of California Department of Consumer Affairs.



Mike Singleton is the principal of KTU+A's Planning team. He specializes in the planning and design of integrated transit facilities, including pedestrian studies, trail studies, and public transportation. He is a frequent presenter at the local, regional and state level on the interface between walkability, smart growth and urban forestry issues. Mike has a clear understanding of the many elements required to achieve a "healthy" project.

City of Carlsbad Trails Master Plan, Carlsbad, CA

Principal planner and project manager for the Trails Master Plan and the Carlsbad Active Transportation Strategy Plan. The intent of completing the two studies simultaneously was to assure that the open space and park trail system could be used for transportation purposes (given the road network and topography in the area) and that some of the on-street facilities can be designated as roadside trails and bike routes leading to open space and park lands. The project included community outreach and on-line surveys. The trails master plan identified a classification system of six types of trails in the open space areas or near roadways. This classification helps define the trail experience for the user and allows for different standards based on topography and environmental sensitivity as well as ADA compliance. The plan proposed more than a 100% increase of trail systems throughout the city, as well as extensive bike and pedestrian facilities on roadways. Several GIS models were used to identify and classify the challenges of the proposed trail and on-road facilities.

Salinas River Corridor Anza Trail Master Plan, San Luis Obispo County, CA

Principal planner for analysis and alignment of a 35-mile trail system connecting several communities along the Salinas River in northern San Luis Obispo County. Trail is to provide access and recreational enjoyment and safety for pedestrians, cyclists and equestrians while respecting the environment and private property. The trail's connectivity and accessibility are intended be a draw for both residents and tourists to provide economic benefits and an educational link to the Salinas River's habitat, history and culture. Project responsibilities include multidisciplinary team management, stakeholder and public meeting facilitation and alternatives analysis.

City of San Diego Coastal Rail Trail, San Diego, CA

Principal planner for the design phase of a 6.6 mile segment of the Coastal Rail Trail, sponsored by SANDAG. The proposed trail starts in Sorrento Valley at Carmel Valley Road and proceeds through the UTC area, rejoining the Rose Canyon bike path near Gilman Drive. The project developed several alternative routes for consideration by the public and key stakeholders, vetted through public workshops. An extensive alternative comparison matrix was established to help determine the best routing alternative as determined from a community, environmental, safety, cost and user experience perspective. The identification of trail standards and amenities were also included in the study.

Encinitas Coastal Rail Trail, Encinitas, CA

Principal planner for the design of a two mile segment of the Coastal Rail Trail, sponsored by SANDAG. It is located between Chesterfield Drive and San Elijo Avenue north to the intersection of G Street and Vulcan Avenue. Key objectives of project are to: 1) Develop community and agency support for the Class 1 multi-use trail; 2) Coordinate with the Los Angeles to San Diego double tracking engineering team; 3) Analyze alternative alignments; 4) Develop conceptual design of the trail system; 5) Determine the appropriate level of CEQA clearance; and 6) Identify regulatory agency requirements.



EDUCATION

- B.S. Landscape Architecture, California Polytechnic State University, San Luis Obispo, California, 1981

REGISTRATION

- LEED AP
- AICP Certified Transportation Planner
- State of California Landscape Architect, LLA 2386
- County of San Diego Certified Environmental Consultant

ORGANIZATIONS

- American Society of Landscape Architects
- American Planning Association
- Association of Pedestrian and Bicycle Professionals
- WalkSanDiego
- Women's Transportation Seminar
- Citizens Coordinate for Century 3

Michael L. Singleton, AICP CTP

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Combining his interest in outdoor activities with his professional planning and design background, John provides both technical and functional expertise in pedestrian, bicycle and trail planning and design. John brings hands-on knowledge of the critical components of successful circulation systems. Much of his recent volunteer work has been directed at developing antidotes to the decades-long reduction in outdoor activity and the resulting childhood obesity epidemic, especially attracting kids and their parents back to the outdoors with age-appropriate activities and facilities that appeal to their sense of fun and adventure. John is currently providing trail planning and design services for the Salt Creek Trail between Hemet and Canyon Lake.

Santa Ana River Trail, Riverside County, CA

Trail planner for paved bikeways and associated soft surface trails along the Santa Ana River in southern Riverside County, a seven mile portion through the Prado Basin of a 75-mile trail system. Role is to refine trail alignments and design amenities and enhancements that minimize impacts to river-related habitat, wildlife corridors and flooding. Evaluating route alternatives involves significant field work and agency coordination.

Salinas River Corridor Anza Trail Master Plan, San Luis Obispo County, CA

Planner and project manager for the analysis and alignment of a 35-mile trail system connecting several communities along the Salinas River in northern San Luis Obispo County. Trail is to provide access, and recreational enjoyment and safety for pedestrians, cyclists and equestrians while respecting the environment and private property. Project responsibilities included multidisciplinary team management, stakeholder and public meeting facilitation, field work and alternatives analysis.

Santa Ana River Parkway, Orange County, CA

Trail planner for natural surface trail and paved bikeway alignments along Santa Ana River to complete Orange County's portion of a 75 mile trail system from the Pacific Ocean to San Bernardino National Forest. Project identified existing and proposed connections, and evaluated other potential connections proposed by adjacent counties and cities to minimize impacts to river-related habitat, wildlife corridors and flooding, while maximizing user experience. Recommendations included improving or expanding these connections, as well as mitigations to eliminate or reduce constraints.

City of Temecula Multi-Use Trails and Bicycle Master Plan, Temecula, CA

Project manager and mobility planner responsible for a city wide bicycle and trails master plan update. Tasks include analyzing recreational and commuter requirements, as well as identifying potential connections between transit modes and important destinations, such as Old Town. Project process includes updating existing plan with newer planning decisions, evaluating existing facilities, employing geographic information systems (GIS) for mapping and suitability modeling, a web site with an on-line survey and two community meetings. Plan includes updating design and engineering guidelines for new facility development, and education/encouragement programs and policies.

Mission Trails Regional Park Master Plan Update, San Diego, CA

Trail planner for conceptual trail layout across this 10,000 acre City of San Diego regional park, as well as oversight of GIS modeling to aid in the identification of problematic trails for closure, new trail corridor selection and placement of other amenities, such as bike parks and trail heads. New alignments and re-routes will remedy erosion problems and poor user experience through sustainable trail design, and provide needed connections between trails and other facilities. Also helped solicit stakeholder feedback at public workshops and worked as trail expert liaison between user groups and the design team.



EDUCATION

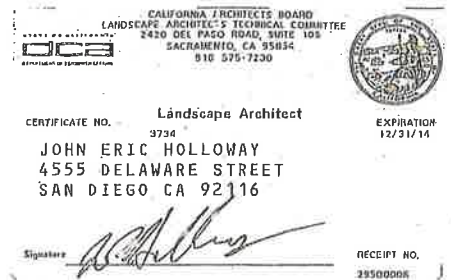
- Bachelor of Science in Biology, University of North Texas, Denton, Texas, 1982
- Master of Landscape Architecture, Texas A&M University, College Station, Texas, 1988

REGISTRATION

- State of California Landscape Architect, LLA 3734
- League of American Bicyclists Certified Instructor #2008
- LEED Green Associate

ORGANIZATIONS

- American Society of Landscape Architects
- Association of Pedestrian and Bicycle Professionals





Joe Punsalan, PTP, GISP, LEED GA

Trail Planner/GIS Analyst

Joe is responsible for scope development, report writing and coordination on recreational and transportation planning projects such as trail, pedestrian and bikeway master plans. He is very familiar with the League of American Bicyclists' requirements for a Bicycle Friendly Communities and incorporates that information into his master plans. As an avid cyclist, Joe has knowledge of roadway conditions and obstacles that face cyclists and pedestrians every day. Additionally, Joe has a background in Arc/Info, ArcMap and AutoCAD for GIS mapping, research and analysis. Representative projects include:

- City of Moreno Valley Bicycle Master Plan, Moreno Valley
- Costa Mesa Trails Master Plan, Costa Mesa
- Salinas River Corridor Anza Trail Master Plan, San Luis Obispo County
- City of Temecula Multi-Use Trails and Bicycle Master Plan, Temecula
- Roripaugh Ranch/Johnson Ranch Trails Master Plan, Temecula
- Bernardo Mountain Trail Planning Study, San Diego
- Santa Ana River Trail, Phase 4, San Bernardino County
- UC San Diego Bicycle and Pedestrian Master Plan, La Jolla
- City of Eastvale Bicycle Master Plan, Eastvale
- City of Chino Bicycle and Pedestrian Master Plan, Chino
- National City SMART Foundation, National City
- OCTA 4th District Bikeways Strategic Plan, Orange County
- City of Dana Point Connectivity Study, Dana Point
- City of La Mesa Bikeway Master Plan/Complete Streets Plan, La Mesa

EDUCATION

- B.A., Geography, California State University, Sacramento, 1998

REGISTRATION

- Professional Transportation Planner
- GISP, GIS Certification Institute
- League of American Bicyclists League Certified Instructor #2005

ORGANIZATIONS

- Association of Pedestrian and Bicycle Professionals
- URISA, Urban and Regional Information Systems Association
- Rails to Trails Enhanced Bicycle Facilities Document Peer Review

Alison Moss

Active Transportation Planner

Alison is motivated by the desire to bring the joy of active transportation to people of all ages and abilities. Having earned a Master's degree in Planning in The Netherlands, Alison has not only academic, but also first-hand knowledge of the policies, plans and facilities required to create a world class active mobility environment. Her experience in active transportation planning includes network and facility design, program recommendations, policy research, technical writing and public outreach. In addition to moving her house by bike, Alison enjoys her daily bike commute, frequent recreational rides and the arduous process of community planning.

- Temecula Multi-Use Trails and Bikeways Master Plan, Temecula, CA
- Carlsbad Trails Master Plan Update, Carlsbad, CA
- Moreno Valley Bicycle Master Plan, Moreno Valley, CA
- OCTA 5th District Bikeways Strategic Plan, Orange County, CA
- National City SMART Foundation, National City, CA

EDUCATION

- B.A. Political Science, Minor: Wildlife Ecology, University of Florida, 2005
- M.S. Human Geography and Planning, Universiteit Utrecht, The Netherlands, 2009

ORGANIZATIONS

- American Planning Association
- Association of Pedestrian and Bicycle Professionals
- BikeSanDiego
- WalkSanDiego
- San Diego County Bicycle Coalition

COMMUNITY

- Normal Heights Community Planning Group, Traffic Calming Subcommittee





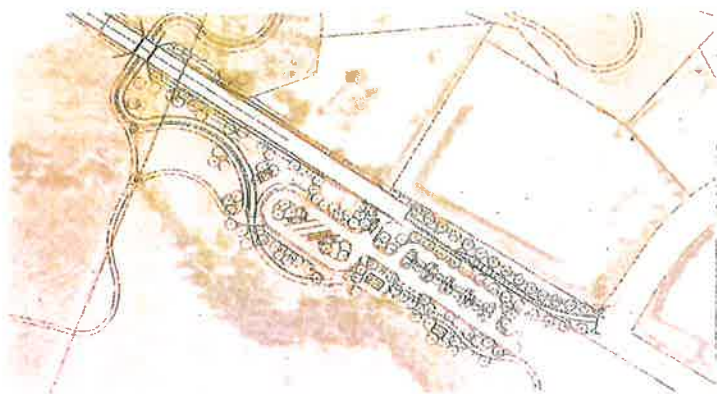
Santa Ana River Trail, Riverside County

This project addresses a seven mile segment of the 75-mile Santa Ana River Trail system that will connect the Pacific Ocean with the San Bernardino National Forest. The project defines both natural surface trail and paved paths along the river corridor in Riverside County from the Orange County border through the cities of Corona, Norco and Eastvale. Significant portions of the corridor lie within Army Corps of Engineers and Orange County Water and Flood Control District jurisdictions.

While an earlier concept plan addressed portions of the corridor, significant segments remained undefined, especially on agency properties and areas affected by substantial floodplain and slope constraints. The scope therefore includes trail and amenity design in these areas, as well as associated staging areas, overlooks and neighborhood connections. Once a preferred alignment is agreed upon, construction drawings will be prepared.

Since so much of the corridor lies within agency jurisdiction, outreach and coordination with the Army Corps of Engineers, Orange County agencies, Riverside County and the cities is significant. The preferred trail and bikeway alignment will minimize impacts to the river, river-related habitat, wildlife corridors, flood control and other facilities, as well as to Corps of Engineers and Orange County agency operations, while maximizing trail user experience.

The study identifies existing and proposed connections to the Santa Ana River Trail from adjoining cities, bikeways, parks and residential areas within Riverside County and the cities, as well as evaluating potential connecting trail and bikeway alignments proposed by Riverside and Orange Counties. The study includes recommendations to improve these connections, as well as mitigations to reduce or eliminate any constraints.



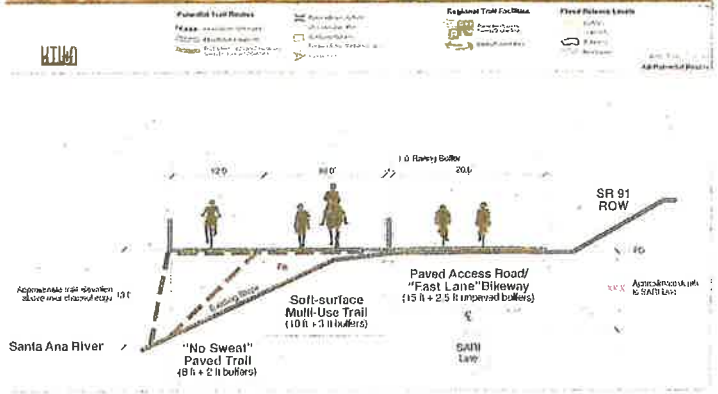
Santa Ana River Parkway, Orange County

The project identified both soft surface trail and paved bikeway alignments for the Santa Ana River Parkway within a two-mile reach of the Santa Ana River corridor in Orange County. These alignments will help complete the parkway/greenway from the Pacific Ocean to the San Bernardino National Forest.

Based on extensive public and agency outreach, preferred trail and bikeway alignments were developed to minimize impacts to the river, river-related habitat, wildlife corridors, flood control and other facilities, and the Green River Golf Course, while maximizing trail user experience.

The study identified existing and proposed connections to the Santa Ana River Parkway from other trails, bikeways, parks and residential areas within Orange County and the Cities of Yorba Linda and Anaheim, the adjacent Chino Hills State Park, and other county owned open spaces, as well as evaluate potential connecting trail and bikeway alignments proposed by Riverside and San Bernardino Counties and the City of Corona.

The study developed recommendations to improve or expand these connections and identified safety and security issues that may affect the use and enjoyment of the Santa Ana River Parkway, as well as mitigations to eliminate or reduce these constraints.





City of Carlsbad Trails Master Plan

KTU+A is working with the City of Carlsbad on the update of their trails master plan and comprehensive action transportation strategy (CATS). An extensive outreach program has been designed by KTU+A to seek input about how people use local roads and off-road trails so the city can develop better options for people to get to their homes, schools, work places, retail centers, parks, public transportation and the beach. This input was used to develop two planning documents to identify better ways to connect the city's roads and trails: the Comprehensive Active Transportation Strategy and a Trails Master Plan.

The Comprehensive Active Transportation Strategy aims to enhance infrastructure connections to promote travel choices for people who want to walk and bicycle.

The City of Carlsbad's Trails Master Plan update provides recommendations for enhancing the trail network for a variety of users with a focus on improving access to trails and open space.

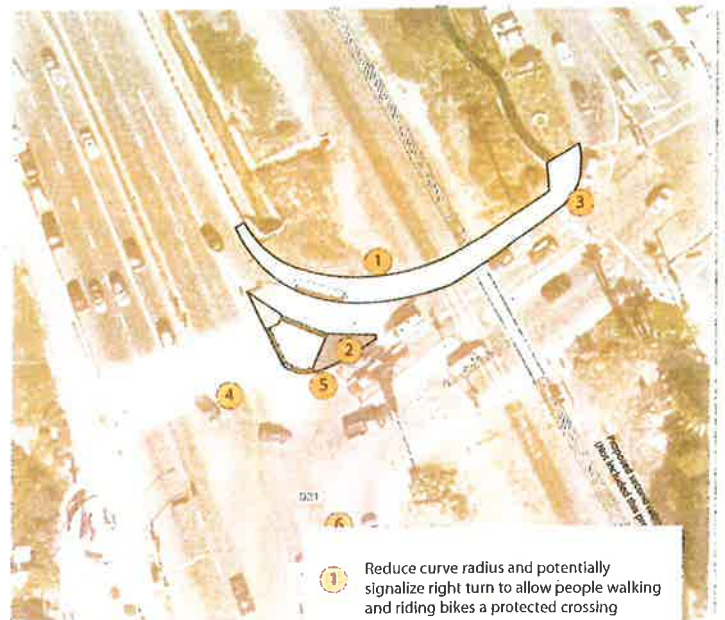
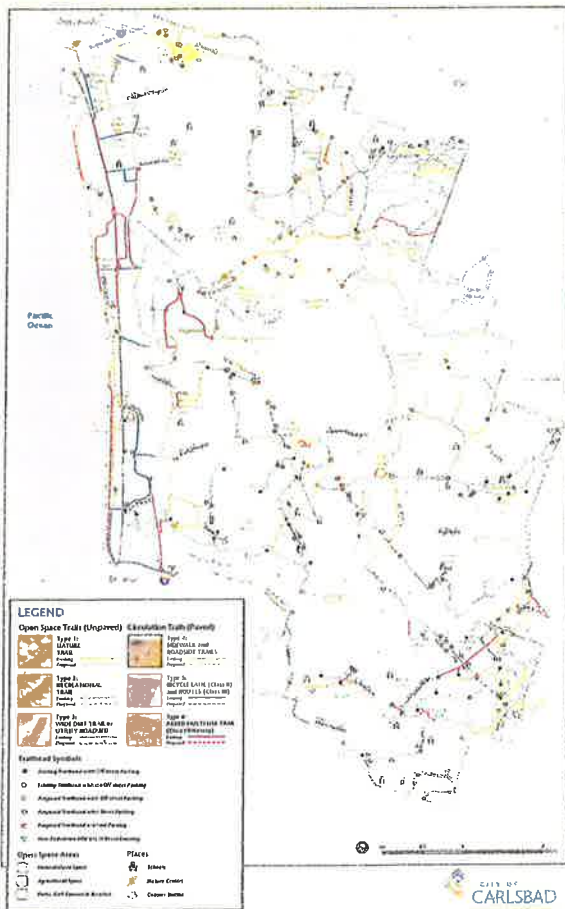
Coastal Rail Trail - City of Encinitas Segment

The Encinitas segment of the Coastal Rail Trail is planned as a Class I multi-use path, separated from motor vehicle traffic. This two mile segment will be the first in Encinitas, and is intended to be part of a long distance route connecting Oceanside and San Diego along the scenic San Diego County coast. It extends along the coastal rail line from E Street in Downtown Encinitas to Chesterfield Drive in Cardiff.

The path is intended to provide a comfortable riding and walking environment for people of all ages and abilities. It will connect many community assets along the way, including several parks, the Encinitas COASTER station, the Santa Fe Drive rail undercrossing, the future Montgomery Avenue undercrossing, Cardiff Elementary School, Cardiff State Beach, San Elijo State Beach and Campground, Carpentier Parkway and Downtown Cardiff, most of the way in view of the Pacific Ocean.

Citywide Trails & Parks

Interactive Map available at www.carlsbadca.gov/tra



- 1 Reduce curve radius and potentially signalize right turn to allow people walking and riding bikes a protected crossing
- 2 Expand refuge island to accommodate people walking and riding bikes as they wait to cross
- 3 Expand sidewalk to 12' pathway and add additional space at corner for people walking and riding bikes as they wait to cross
- 4 Widen crossing and add bicycle crossing treatment
- 5 Add through bike lane next to refuge island. Provide guidance for people riding bikes to connect to Coastal Rail Trail
- 6 Add buffer to bike lane by narrowing travel/turn lanes

Provide wayfinding at decisions points to help people navigate to/from Coastal Rail Trail



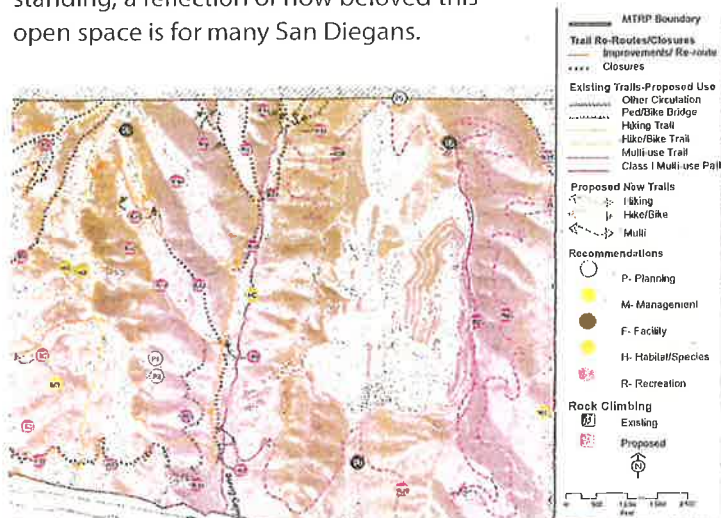
Mission Trails Regional Park Master Plan, San Diego

At nearly 6,000 acres, Mission Trails Regional Park (MTRP) is one of the nation's largest and most popular urban parks due to its size, accessibility, scenic landform and habitats. The park's history includes Native American habitation, Spanish-Mission period waterworks, World War II training of General George Patton's Third Army, mineral extraction, water and power infrastructure development and, most recently, inclusion as a major component of San Diego's Multiple Species Conservation Plan (MSCP).

MTRP has been evolving since it's creation in 1976, but not necessarily in a deliberate fashion. While a master plan was adopted in 1985 and there have been a variety of successful projects, the park has been hampered by the lack of an environmental process or inclusion within the Master Plan (MP) for any trail planning. Even though trails have been shown to be the asset most desired by San Diegans within their parks, MTRP management has been unable to undertake any meaningful trail development.

In response to this and other issues, such as impending major expansion, the City of San Diego initiated an update for the MTRP MP. This update was an opportunity to define a vision for trail planning and design within MTRP for the next 25 years, as well as for habitat management and resource protection.

The MTRP MP outreach process included a series of public workshops and a web-based survey to engage stakeholders and the interested public in the identification and refinement of future development options for MTRP. The first two workshops focused on the identification of objectives, issues and concerns, ideas for future development, a review of opportunities and constraints and the prioritization of development alternatives. The last focused on presenting the draft Master Plan update. Public participation and support has been outstanding, a reflection of how beloved this open space is for many San Diegans.



Crestridge Ecological Reserve Trails

The San Diego Mountain Biking Association (SDMBA) has developed a working relationship with the Earth Discovery Institute (EDI), a youth environmental education non-profit. EDI manages the Crestridge Ecological Preserve near the town of Crest, California, in the mountains just east of San Diego. The several thousand acre site lies along a rocky escarpment with panoramic views of the mountains to the north and supports several sensitive species.

EDI worked with SDMBA to design almost a mile of sustainable new singletrack trail to replace a failing fall-line trail that followed the route of an old road. KTU+A trail designer John Holloway, a SDMBA board member, mentored an Eagle Scout candidate over a period of several months, addressing all aspects of trail design and construction. In this case, the rugged rocky topography posed unique challenges, and the site's sensitive plants and animals were a primary concern since the preserve was chartered primarily for habitat preservation.

This new trail was then built in one day by almost a hundred volunteers, many of whom were experienced SDMBA trail builders, but under the direction of the Eagle Scout candidate. The work included permanently closing and rehabilitating the old route. The new trail was designed to be the most easily accessible of a future network of singletrack trails since it directly accesses the preserve entrance and parking lot. Maintaining gentle grades suitable for all users required a winding alignment that accentuated the trail experience by continuously exposing users to new views. All types of users can now be found there, including families with small children.

EDI and SDMBA then teamed to win a Recreational Equipment Co-op Inc. (REI) grant to support EDI's youth education initiatives. SDMBA's volunteer trail experts now work with groups of fourth graders to build additional new sustainable singletrack trail within the preserve, often to replace badly eroded routes whose silt was clogging nearby streams. These trail building projects are a new component of EDI's established environmental education programs that had already included habitat restoration and native plant propagation.





9

Sub-Consultant Qualifications



Riverside County Regional
Park & Open-Space District
4600 Crestmore Road
Jurupa Valley, CA 92509

Request for Proposal #PKARC-164
Bid Issue Date: 07/17/14
Closing Date: 08/21/14 @ 1:30 PM
Phone: (951) 955-4308 Fax (951) 955-4795

EXHIBIT D

IDENTIFICATION OF SUBCONSULTANTS/PROJECT MANAGERS

Consultant shall identify by name the specific Sub-Consultants and Project Managers the Consultant intends to use to perform the required services. Specifically, identify the Sub-Consultants for the services listed below. If, for any of the areas listed below, the Consultant intends to perform the services with its own employees, so indicate by placing a check mark in the "In House" section and list their name in the Consultant/Employee section.

Submit the following with each individual identified below:

- Attach Resumes detailing each individual's qualifications and experience with similar projects:

<u>PROFESSION</u>	<u>IN HOUSE</u>	<u>CONSULTANT/EMPLOYEE</u>	<u>PROJECT MANAGER</u>
1. Consultant:	<input type="checkbox"/>	_____	(Submit Consultant information in Section 9.0, Item E, Consultant Qualifications).
2. Civil Engineer:	<input type="checkbox"/>	N/A _____	_____
3. Geotechnical Engineer:	<input type="checkbox"/>	N/A _____	_____
4. Structural Engineer:	<input type="checkbox"/>	N/A _____	_____
5. Electrical Engineer:	<input type="checkbox"/>	N/A _____	_____
6. Sound Attenuation Consultant:	<input type="checkbox"/>	N/A _____	_____
7. Traffic Consultant:	<input type="checkbox"/>	N/A _____	_____
8. Landscape Architect:	<input checked="" type="checkbox"/>	KTU+A _____	John Holloway
9. Irrigation Designer:	<input checked="" type="checkbox"/>	KTU+A _____	Bernard Everling ?
10. Professional Cost Estimator :	<input checked="" type="checkbox"/>	KTU+A _____	Tim Henderson



References



Riverside County Regional
Park & Open-Space District
4600 Crestmore Road
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Request for Proposal #PKARC-164
Bid Issue Date: 07/17/14
Closing Date: 08/21/14 @ 1:30 PM
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EXHIBIT C

Consultants Reference Form

List three (3) recent references in which you have performed similar Engineering and Design Services for the past five (5) years.

WORK HISTORY	
Name of Project	Coastal Rail Trail, Encinitas and Rose Creek Segments
Project Location	San Diego County, CA
Date Of Service	2012-present
Scope of Service	Trail planning, railroad/trail safety analysis, public outreach
Project Owner Name	San Diego Association of Governments (SANDAG)
Contact Name, Telephone number and Email Address	Chris Carterette, 619 699-7319, chris.carterette@sandag.org
WORK HISTORY	
Name of Project	Santa Ana River Parkway
Project Location	Orange County, CA
Date Of Service	2010-2011
Scope of Service	Trail master planning, multi-agency coordination, public outreach
Project Owner Name	Orange County Public Works
Contact Name, Telephone number and Email Address	Jeff Dickman, 714 647-3937, jeff.dickman@ocpw.ocgov.com
WORK HISTORY	
Name of Project	Crestridge Ecological Preserve Trail Planning
Project Location	San Diego County, CA
Date Of Service	2011
Scope of Service	Single-track trail planning, volunteer trail building training
Project Owner Name	Earth Discovery Institute
Contact Name, Telephone number and Email Address	Michael Beck, Endangered Habitats League, 619 846-3003, beckehl@cox.net



Insurability/Insurance/Licenses



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 8/29/2013

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement.

PRODUCER: Cavignac & Associates... CONTACT NAME: Certificate Department... INSURER(S) AFFORDING COVERAGE: TRAVELERS PROP CAS CO OF AMER, HARTFORD ACCIDENT & IND CO, XL SPECIALTY INS CO

COVERAGES CERTIFICATE NUMBER: 204144 REVISION NUMBER: 236200

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES.

Table with columns: INSR LTR, TYPE OF INSURANCE, POLICY NUMBER, POLICY EFF, POLICY EXP, LIMITS. Rows include General Liability, Automobile Liability, Umbrella Liab, Workers Compensation, and Valuable Papers.

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required) Re: For Information Purposes Only. Prof. Liab. - Claims made, defense costs included within limit.

Table with columns: Ins. Coverage, Policy Number, Eff. Date, Exp. Date, Limit Desc., Limit Amount. Row: Professional Liability, DPR9709701, 9/1/2013, 9/1/2014, Ea Claim & Aggreg, \$2,000,000

CERTIFICATE HOLDER: Specimen Certificate CANCELLATION: SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE: Dorothy Amundson



Clarifications, Exceptions, Deviations

KTU+A does not request any clarifications, exceptions or deviations from the requirements of the RFP.

3-D trail graphics developed by KTU+A for the City of Carlsbad Trails Master Plan

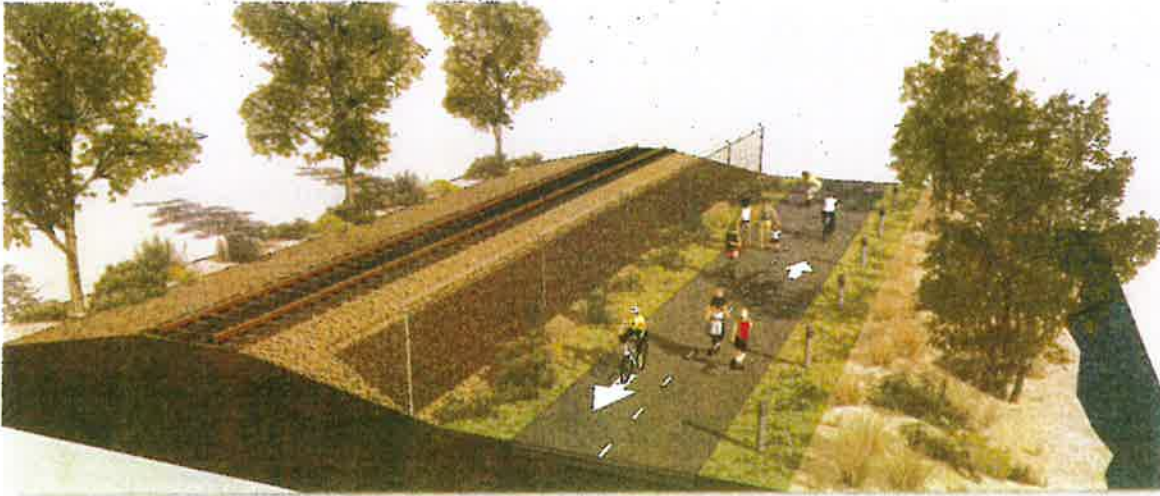




EXHIBIT D

Project Schedule

Box Springs Mountain Reserve Master Plan

2014		2015			
Nov	Dec	Jan	Feb	Mar	Apr

ITEM A: Project Coordination/Scheduling		Nov	Dec	Jan	Feb	Mar	Apr
A3	Attend bi-weekly coordination meetings with District (Assume 10 meetings)						
A3.1	Update District of project status and verify project objectives and milestones are achieved by all parties						
A3.2	Arrange meetings, provide discussion materials, prepare agendas and distribute meeting notes						
A3.3	Document all project direction and decisions						
A4	Prepare Master Plan and Cost Estimates schedule identifying major work tasks, milestone dates, etc.						
A5	Coordinate and maintain schedules and incorporate project team members work into schedule						

ITEM B: Preliminary Site Analysis		Nov	Dec	Jan	Feb	Mar	Apr
B1	Conduct site analysis and inventory of all park trails, amenities and features						
B2	Collect available data on existing infrastructure, tract mapping, geology, drainage, utility easements, etc.						
B3	Review County and City publicly accessible GIS Parcel Maps						

ITEM C: Aerial Survey/Topographic Map Analysis		Nov	Dec	Jan	Feb	Mar	Apr
C1	Analyze Riverside County Flood Control topo-survey maps and available USGS Soil Report data						
C1.1	Review existing trails and new trail alignment and staging possibilities						
C2	Meet with primary Project Manager and District staff to discuss findings and alternate alignment possibilities						

ITEM D: Coordination with Regional/Local Governing Agencies and Planning Documents		Nov	Dec	Jan	Feb	Mar	Apr
D1	Identify all governing agencies having jurisdiction over project						
D1.1	Communicate with all governing agencies early in project to verify requirements relating to project						
D2	Advise District of detailed reports and/or studies required by agencies having jurisdiction						
D3	Coordination with Friends of the Riverside Hills regarding trail alignment possibilities, etc.						
D4	Coordinate with District, Moreno Valley, Riverside PRCS/DI, and UCR throughout review process						
D5	Review RCTC, Metrolink and BNSF restrictions for trail/pedestrian railroad crossing locations						
D6	Review Riverside Transportation Authority (RTA) Park and Ride joint staging facility opportunities						

ITEM E: Comprehensive Master Plan		Nov	Dec	Jan	Feb	Mar	Apr
E1	Trails and Staging Area Assessment (Addressed within following subtasks)						
E1.1	Assess existing trail network and staging areas within Reserve						
E1.2	Examine connectivity opportunities into adjoining communities and areas						
E1.3	Review view quality, natural features, alignment, sustainability/maintainability, etc.						
E1.4	Organize assessment/inventory into matrix type spreadsheet and maps						
E1.5	Address specifics (List in RFP - Addressed within previous subtasks)						
E1.6	Assess existing trails (List in RFP - Addressed within previous subtasks)						
E2	Regional Connectivity: Assess inter-jurisdictional staging and access constraints						
E2.1	Prepare detailed analysis of regional connectivity highlighting future connections and staging areas						
E2.2	Highlight feasible alignment solutions and land acquisitions incorporating desired connections to major						
E3	Design Standards: Develop trail development standards for Reserve						
E3.1	Review design and construction practices to create sustainable multipurpose recreation trail system						
E3.2	Research inter-jurisdictional pedestrian/bicycle and railroad crossings precedence						
E3.3	Incorporate recommended railroad crossing design standards						
E3.4	Review existing County of Riverside Trail Design Standards						
E3.5	Coordinate with primary Project Manager and District staff to review and adopt updated design concepts						
E4	Maintenance Plan (Addressed within following subtask)						
E4.1	Develop trail maintenance recommendations for Reserve for all existing and proposed trails						

ITEM F: Preliminary Cost Estimation		Nov	Dec	Jan	Feb	Mar	Apr
F1	Develop estimated linear foot cost for all trail design and maintenance methods						
F2	Prepare preliminary cost estimate for all projected work						
F2.1	Develop initial phasing plan based on District needs						
F2.2	Price out all costs that a cost estimation typically does not include, such as permitting fees, etc.						
F2.3	Submit cost estimates based on both County and State average costs of construction						

ITEM G: Scoping and Public Review		Nov	Dec	Jan	Feb	Mar	Apr
G1	Provide District with all digital graphic presentation files for public review process						
G2	Attend one (1) presentation/community meeting						
G3	Review and incorporate all District feedback into Final, as directed						
G4	Provide Draft review copies to Riverside, Moreno Valley, Friends of the Riverside Hills, and RCTC						

ITEM H: Deliverables/Plan Finalization		Nov	Dec	Jan	Feb	Mar	Apr
H1	Master Plan contents are to be satisfactory to all governing agencies from which approvals are required						
H1.1	Submit drawings and secure approvals from all governing agencies as needed						
H2	Comprehensive Master Plan Document (Addressed under Item E)						
H2.1	Develop detailed analysis regarding existing and proposed trails and staging amenities for Reserve						
H2.2	Submit document for review by District at 30% and 90% levels						
H3	Existing Trails Assessment Matrix and Maps (Addressed within following subtask)						
H3.1	Develop both graphic and written analyses that catalog Reserve assessment/inventory findings						
H4	Reserve and Regional Connections Master Plan Trails Map (Addressed under Item E)						
H4.1	Lay out all trails and amenity improvements as developed in Master Plan						
H4.2	Illustrate tie-in locations and connectivity from local destinations and regional trails into Reserve						
H4.3	Highlight integrated trail system that connects County, City and Regional amenities for public use						
H5	Detailed Cross-Sections, Elevations and Supporting Graphics (Addressed under Item E)						
H5.1	Develop detailed document section on applicable trail designs and associated maintenance						
H6	Digital Graphic Presentation (Addressed within following subtask)						
H6.1	Develop digital graphic presentation (i.e., Microsoft PowerPoint) for all community presentations						
H7	Submit three copies of document at 30 and 90% levels, and one electronic copy on disc in native and						
H8	Submit high-resolution electronic copies of all trail maps on compact disc in native format and ArcGIS						

CAVIGNAC ASSOCIATES

INSURANCE BROKERS

License No. 0A99520

450 B Street, Suite 1800 San Diego, CA 92101-8005
Tel. 619.234.6848 • Fax 619.234.1239 • Web www.cavignac.com

Riverside County Regional Park and Open-Space District
ATTN: Marc Brewer
4600 Crestmore Rd
Jurupa Valley, CA, 92509

Nov 06, 2014

Re: KTU & A

To Whom It May Concern:

Enclosed is a certificate of insurance, as requested. If you have questions or require changes, please contact our office via email (certificates@cavignac.com) or fax (619-234-1239). Please include a copy of the certificate with your request or reference ID number 290607.

Sincerely,

Cavignac & Associates Certificate Department
certificates@cavignac.com
619-234-1239 (fax)

cc: Wendy Swaner (wendy@ktua.com)

KTU & A - Certificate of Insurance



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
11/6/2014

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

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PRODUCER Cavignac & Associates 450 B Street, Suite 1800 San Diego, CA 92101-8005 License No. OA99520	CONTACT NAME: Certificate Department PHONE (A/C, No, Ext): 619-234-6848 E-MAIL ADDRESS: certificates@cavignac.com	FAX (A/C, No): 619-234-8601													
	<table border="1"> <thead> <tr> <th>INSURER(S) AFFORDING COVERAGE</th> <th>NAIC #</th> </tr> </thead> <tbody> <tr> <td>INSURER A: TRAVELERS PROP CAS CO OF AMER</td> <td>25674</td> </tr> <tr> <td>INSURER B: HARTFORD ACCIDENT & IND CO</td> <td>22357</td> </tr> <tr> <td>INSURER C: XL SPECIALTY INS CO</td> <td>37885</td> </tr> <tr> <td>INSURER D:</td> <td></td> </tr> <tr> <td>INSURER E:</td> <td></td> </tr> <tr> <td>INSURER F:</td> <td></td> </tr> </tbody> </table>		INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A: TRAVELERS PROP CAS CO OF AMER	25674	INSURER B: HARTFORD ACCIDENT & IND CO	22357	INSURER C: XL SPECIALTY INS CO	37885	INSURER D:		INSURER E:		INSURER F:
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INSURER F:															
INSURED KTU & A 3916 Normal Street San Diego, CA 92103 United States															

COVERAGES CERTIFICATE NUMBER: 290607 REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> Contractual Liability <input checked="" type="checkbox"/> Separation of Insureds GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC	X	6801C93201A	9/1/2014	9/1/2015	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 Deductible \$ 0
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> No Company Owned Autos <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS	X	BA1C934192	9/1/2014	9/1/2015	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input type="checkbox"/> RETENTION \$					EACH OCCURRENCE \$ AGGREGATE \$ \$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> Y/N If yes, describe under DESCRIPTION OF OPERATIONS below	N/A	72WEGG6436	9/1/2014	9/1/2015	<input checked="" type="checkbox"/> WC STATUTORY LIMITS <input type="checkbox"/> OTH-ER E.L EACH ACCIDENT \$ 1,000,000 E.L DISEASE - EA EMPLOYEE \$ 1,000,000 E.L DISEASE - POLICY LIMIT \$ 1,000,000
C	Professional Liability		DPR9717560	9/1/2014	9/1/2015	Ea Claim & Aggreg \$2,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

Re: Comprehensive Trails Master Plan for the Box Springs Mountain Reserve. Additional Insured coverage applies to General and Automobile Liability for Riverside County Regional Park and Open-Space District, and the County of Riverside, its Agencies, Districts, Special Districts, and Departments, their respective directors, officers, Board of Supervisors, Board of Directors, employees, elected or appointed officials, agents or representatives per policy form. Waiver of subrogation applies to Workers Compensation per policy form. Prof. Liab. - Claims made, defense costs included within limit.

CERTIFICATE HOLDER

Riverside County Regional Park and Open-Space District
4600 Crestmore Rd
Jurupa Valley, CA 92509
United States

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Dorothy Amundson

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THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

BLANKET ADDITIONAL INSURED (ARCHITECTS, ENGINEERS AND SURVEYORS)

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

A. The following is added to WHO IS AN INSURED (Section II):

Any person or organization that you agree in a "contract or agreement requiring insurance" to include as an additional insured on this Coverage Part, but only with respect to liability for "bodily injury", "property damage" or "personal injury" caused, in whole or in part, by your acts or omissions or the acts or omissions of those acting on your behalf:

- a. In the performance of your ongoing operations;
- b. In connection with premises owned by or rented to you; or
- c. In connection with "your work" and included within the "products-completed operations hazard".

Such person or organization does not qualify as an additional insured for "bodily injury", "property damage" or "personal injury" for which that person or organization has assumed liability in a contract or agreement.

The insurance provided to the additional insured is limited as follows:

- d. This insurance does not apply on any basis to any person or organization for which coverage as an additional insured specifically is added by another endorsement to this Coverage Part.
- e. This insurance does not apply to the rendering of or failure to render any "professional services".
- f. The limits of insurance afforded to the additional insured shall be the limits which you agreed in that "contract or agreement requiring insurance" to provide for that additional insured, or the limits shown in the Declarations for this Coverage Part, whichever are less. This endorsement does not increase the limits of insurance stated in the **LIMITS OF INSURANCE (Section III)** for this Coverage Part.

B. The following is added to Paragraph a. of 4. Other Insurance in COMMERCIAL GENERAL LIABILITY CONDITIONS (Section IV):

However, if you specifically agree in a "contract or agreement requiring insurance" that the insurance provided to an additional insured under this Coverage Part must apply on a primary basis, or a primary and non-contributory basis, this insurance is primary to other insurance that is

available to such additional insured which covers such additional insured as a named insured, and we will not share with the other insurance, provided that:

- (1) The "bodily injury" or "property damage" for which coverage is sought occurs; and
- (2) The "personal injury" for which coverage is sought arises out of an offense committed;

after you have entered into that "contract or agreement requiring insurance". But this insurance still is excess over valid and collectible other insurance, whether primary, excess, contingent or on any other basis, that is available to the insured when the insured is an additional insured under any other insurance.

C. The following is added to Paragraph 8. Transfer Of Rights Of Recovery Against Others To Us in COMMERCIAL GENERAL LIABILITY CONDITIONS (Section IV):

We waive any rights of recovery we may have against any person or organization because of payments we make for "bodily injury", "property damage" or "personal injury" arising out of "your work" performed by you, or on your behalf, under a "contract or agreement requiring insurance" with that person or organization. We waive these rights only where you have agreed to do so as part of the "contract or agreement requiring insurance" with such person or organization entered into by you before, and in effect when, the "bodily injury" or "property damage" occurs, or the "personal injury" offense is committed.

D. The following definition is added to DEFINITIONS (Section V):

"Contract or agreement requiring insurance" means that part of any contract or agreement under which you are required to include a person or organization as an additional insured on this Coverage Part, provided that the "bodily injury" and "property damage" occurs, and the "personal injury" is caused by an offense committed:

- a. After you have entered into that contract or agreement;
- b. While that part of the contract or agreement is in effect; and
- c. Before the end of the policy period.

WC 04 03 06 (Ed. 4-84)

WAIVER OF OUR RIGHT TO RECOVER FROM OTHERS ENDORSEMENT - CALIFORNIA

This endorsement changes the policy to which it is attached and is effective on the date issued unless otherwise stated.

(The following "attaching clause" need be completed only when this endorsement is issued subsequent to preparation of the policy.)

This endorsement, effective on 9/1/2014 at 12:01 A.M. standard time, forms a part of

Policy No. 72WEGGG6436 Endorsement No.

Of the HARTFORD ACCIDENT & IND CO

NCCI Carrier Code

Issued to: KTU & A
3916 Normal Street
San Diego, CA 92103 United States

Policy Expiration Date: 9/1/2015

Premium (if any)\$



Authorized Representative
Dorothy Amundson

We have the right to recover our payments from anyone liable for an injury covered by this policy. We will not enforce our right against the person or organization named in the Schedule. (This agreement applies only to the extent that you perform work under a written contract that requires you to obtain this agreement from us.)

You must maintain payroll records accurately segregating the remuneration of your employees while engaged in the work described in the Schedule.

The additional premium for this endorsement shall be % of the California workers' compensation premium otherwise due on such remuneration.

Schedule

Person or Organization

ANY PERSON OR ORGANIZATION FROM WHOM YOU ARE
REQUIRED BY WRITTEN CONTRACT OR AGREEMENT TO
OBTAIN THIS WAIVER OF RIGHTS FROM US

Job Description

ALL

CAVIGNAC & ASSOCIATES

INSURANCE BROKERS

License No. 0A99520

450 B Street, Suite 1800 San Diego, CA 92101-8005
Tel. 619.234.6848 • Fax 619.234.1239 • Web www.cavignac.com

Riverside County Regional Park and Open-Space District
ATTN: Marc Brewer
4600 Crestmore Rd
Jurupa Valley, CA, 92509

Nov 06, 2014

Re: KTU & A

To Whom It May Concern:

Enclosed is a certificate of insurance, as requested. If you have questions or require changes, please contact our office via email (certificates@cavignac.com) or fax (619-234-1239). Please include a copy of the certificate with your request or reference ID number 290607.

Sincerely,

Cavignac & Associates Certificate Department
certificates@cavignac.com
619-234-1239 (fax)

cc: Wendy Swaner (wendy@ktua.com)

KTU & A - Certificate of Insurance



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
11/6/2014

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Cavignac & Associates 450 B Street, Suite 1800 San Diego, CA 92101-8005 License No. OA99520	CONTACT NAME: Certificate Department PHONE (A/C, No, Ext): 619-234-6848 FAX (A/C, No): 619-234-8601 E-MAIL ADDRESS: certificates@cavignac.com														
	<table border="1"> <thead> <tr> <th>INSURER(S) AFFORDING COVERAGE</th> <th>NAIC #</th> </tr> </thead> <tbody> <tr> <td>INSURER A: TRAVELERS PROP CAS CO OF AMER</td> <td>25674</td> </tr> <tr> <td>INSURER B: HARTFORD ACCIDENT & IND CO</td> <td>22357</td> </tr> <tr> <td>INSURER C: XL SPECIALTY INS CO</td> <td>37885</td> </tr> <tr> <td>INSURER D:</td> <td></td> </tr> <tr> <td>INSURER E:</td> <td></td> </tr> <tr> <td>INSURER F:</td> <td></td> </tr> </tbody> </table>		INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A: TRAVELERS PROP CAS CO OF AMER	25674	INSURER B: HARTFORD ACCIDENT & IND CO	22357	INSURER C: XL SPECIALTY INS CO	37885	INSURER D:		INSURER E:		INSURER F:
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INSURER E:															
INSURER F:															
INSURED KTU & A 3916 Normal Street San Diego, CA 92103 United States															

COVERAGES CERTIFICATE NUMBER: 290607 REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> Contractual Liability <input checked="" type="checkbox"/> Separation of Insureds GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC		X	6801C93201A	9/1/2014	9/1/2015	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COM/OP AGG \$ 2,000,000 Deductible \$ 0
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS <input checked="" type="checkbox"/> No Company Owned Autos		X	BA1C934192	9/1/2014	9/1/2015	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> Y/N If yes, describe under DESCRIPTION OF OPERATIONS below		N/A	72WEGGG6436	9/1/2014	9/1/2015	<input checked="" type="checkbox"/> WC STATUTORY LIMITS <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
C	Professional Liability			DPR9717560	9/1/2014	9/1/2015	Ea Claim & Aggreg \$2,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

Re: Comprehensive Trails Master Plan for the Box Springs Mountain Reserve. Additional Insured coverage applies to General and Automobile Liability for Riverside County Regional Park and Open-Space District, and the County of Riverside, its Agencies, Districts, Special Districts, and Departments, their respective directors, officers, Board of Supervisors, Board of Directors, employees, elected or appointed officials, agents or representatives per policy form. Waiver of subrogation applies to Workers Compensation per policy form. Prof. Liab. - Claims made, defense costs included within limit.

CERTIFICATE HOLDERRiverside County Regional Park and Open-Space District
4600 Crestmore Rd
Jurupa Valley, CA 92509
United States**CANCELLATION**

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Dorothy Amundson

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THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

BLANKET ADDITIONAL INSURED (ARCHITECTS, ENGINEERS AND SURVEYORS)

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

A. The following is added to WHO IS AN INSURED (Section II):

Any person or organization that you agree in a "contract or agreement requiring insurance" to include as an additional insured on this Coverage Part, but only with respect to liability for "bodily injury", "property damage" or "personal injury" caused, in whole or in part, by your acts or omissions or the acts or omissions of those acting on your behalf:

- a. In the performance of your ongoing operations;
- b. In connection with premises owned by or rented to you; or
- c. In connection with "your work" and included within the "products-completed operations hazard".

Such person or organization does not qualify as an additional insured for "bodily injury", "property damage" or "personal injury" for which that person or organization has assumed liability in a contract or agreement.

The insurance provided to the additional insured is limited as follows:

- d. This insurance does not apply on any basis to any person or organization for which coverage as an additional insured specifically is added by another endorsement to this Coverage Part.
- e. This insurance does not apply to the rendering of or failure to render any "professional services".
- f. The limits of insurance afforded to the additional insured shall be the limits which you agreed in that "contract or agreement requiring insurance" to provide for that additional insured, or the limits shown in the Declarations for this Coverage Part, whichever are less. This endorsement does not increase the limits of insurance stated in the **LIMITS OF INSURANCE (Section III)** for this Coverage Part.

B. The following is added to Paragraph a. of 4. Other Insurance in COMMERCIAL GENERAL LIABILITY CONDITIONS (Section IV):

However, if you specifically agree in a "contract or agreement requiring insurance" that the insurance provided to an additional insured under this Coverage Part must apply on a primary basis, or a primary and non-contributory basis, this insurance is primary to other insurance that is

available to such additional insured which covers such additional insured as a named insured, and we will not share with the other insurance, provided that:

- (1) The "bodily injury" or "property damage" for which coverage is sought occurs; and
- (2) The "personal injury" for which coverage is sought arises out of an offense committed;

after you have entered into that "contract or agreement requiring insurance". But this insurance still is excess over valid and collectible other insurance, whether primary, excess, contingent or on any other basis, that is available to the insured when the insured is an additional insured under any other insurance.

C. The following is added to Paragraph 8. Transfer Of Rights Of Recovery Against Others To Us in COMMERCIAL GENERAL LIABILITY CONDITIONS (Section IV):

We waive any rights of recovery we may have against any person or organization because of payments we make for "bodily injury", "property damage" or "personal injury" arising out of "your work" performed by you, or on your behalf, under a "contract or agreement requiring insurance" with that person or organization. We waive these rights only where you have agreed to do so as part of the "contract or agreement requiring insurance" with such person or organization entered into by you before, and in effect when, the "bodily injury" or "property damage" occurs, or the "personal injury" offense is committed.

D. The following definition is added to DEFINITIONS (Section V):

"Contract or agreement requiring insurance" means that part of any contract or agreement under which you are required to include a person or organization as an additional insured on this Coverage Part, provided that the "bodily injury" and "property damage" occurs, and the "personal injury" is caused by an offense committed:

- a. After you have entered into that contract or agreement;
- b. While that part of the contract or agreement is in effect; and
- c. Before the end of the policy period.

WAIVER OF OUR RIGHT TO RECOVER FROM OTHERS ENDORSEMENT - CALIFORNIA

This endorsement changes the policy to which it is attached and is effective on the date issued unless otherwise stated.

(The following "attaching clause" need be completed only when this endorsement is issued subsequent to preparation of the policy.)

This endorsement, effective on 9/1/2014 at 12:01 A.M. standard time, forms a part of

Policy No. 72WEGGG6436 Endorsement No.

Of the HARTFORD ACCIDENT & IND CO NCCI Carrier Code

Issued to: KTU & A
3916 Normal Street
San Diego, CA 92103 United States

Policy Expiration Date: 9/1/2015

Premium (if any)\$



Authorized Representative
Dorothy Amundson

We have the right to recover our payments from anyone liable for an injury covered by this policy. We will not enforce our right against the person or organization named in the Schedule. (This agreement applies only to the extent that you perform work under a written contract that requires you to obtain this agreement from us.)

You must maintain payroll records accurately segregating the remuneration of your employees while engaged in the work described in the Schedule.

The additional premium for this endorsement shall be % of the California workers' compensation premium otherwise due on such remuneration.

Schedule

Person or Organization

ANY PERSON OR ORGANIZATION FROM WHOM YOU ARE
REQUIRED BY WRITTEN CONTRACT OR AGREEMENT TO
OBTAIN THIS WAIVER OF RIGHTS FROM US

Job Description

ALL