

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

127



FORM APPROVED COUNTY COUNSEL  
DATE 2/16/16  
BY: GREGORY P. PRIAMOS

**FROM:** Transportation & Land Management Agency-Planning Department

**SUBMITTAL DATE:**  
February 9, 2016

**SUBJECT:** Approval of the Amendment No.1 for the Planning Services Agreement between the County of Riverside and Moore Iacofano Goltsman, Inc. (MIG Hogle-Ireland) increasing contract amounts, for 4 years. [All Districts]; [\$2,640,000]; 100% Deposit Based and Development Fees.

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

1. Approve and execute the Amendment No.1 for FY 15/16 to FY 18/19, to the professional service agreement:  
MIG Hogle-Ireland, increasing \$600,000 from \$600,000 to \$1,200,000.
2. Authorize the Purchasing Agent, in accordance with Ordinance No. 459, based on the availability of fiscal funding to: (a) sign amendments that do not change the substantive terms of the agreement; (b) move the allocated funds among Moore Iacofano Goltsman, Inc. (MIG-Hogle-Ireland), Pacific Municipal Consultants, Inc., and RFB Consulting for planning services; and (c) sign amendments to the compensation provisions that do not exceed 10% annually, as approved by County Counsel.
3. Approve and direct the Auditor-Controller to make the budget adjustment as shown on Attachment A.

**FISCAL PROCEDURES APPROVED**

Summary begins on page 2

**PAUL ANGULO, CPA, AUDITOR-CONTROLLER**  
BY: Susana Garcia-Bocanegra 2/18/16

Juan C. Perez  
Director of Transportation & Land Management Agency

FINANCIAL DATA	Current Fiscal Year:	Next Fiscal Year:	Total Cost:	Ongoing Cost:	POLICY/CONSENT (per Exec. Office)
COST	\$ 660,000	\$ 660,000	\$ 2,640,000	\$ 0	Consent <input type="checkbox"/> Policy <input checked="" type="checkbox"/>
NET COUNTY COST	\$ 0	\$ 0	\$ 0	\$ 0	

**SOURCE OF FUNDS:** Deposit Based & Development Fees (100%)  
Budget Adjustment: Yes  
For Fiscal Year: 15/16 to 18/19

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

APPROVE

BY: Tina Grande  
Tina Grande

County Executive Office Signature

**MINUTES OF THE BOARD OF SUPERVISORS**

Departmental Concurrence

Teresa Summers, Assistant Director

Purchasing & Fleet Services:

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

Prev. Agn. Ref.: 3-39 on 01-07-14

District: All

Agenda Number:

**BACKGROUND:**

**3-30**

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

**FORM 11:** Approval of the Amendment No.1 for the Planning Services Agreement between the County of Riverside and Moore Iacofano Goltsman, Inc. (MIG Hogle-Ireland) increasing contract amounts, for 4 years.

[All Districts]; [\$2,640,000]; 100% Deposit Based and Development Fees.

**DATE:** February 9, 2016

**PAGE:** 2 of 3

**Summary**

The Planning Department currently utilizes contract planner services to supplement its small core in-house staff. This has allowed the department to better manage planning case load peaks and valleys during our shifting economic cycles. We have been experiencing a steady increase in planning applicants during this fiscal year. At the current level of usage, and expected demand for the remainder of the fiscal year, the department anticipates that it will exceed the current annual contract amount of \$600,000. The same trend is also anticipated for the remaining life of the contract. As a result, the Planning Department is requesting that the Board approve Amendment No.1 to the agreement with MIG Hogle-Ireland, which increases the annual contract amount to \$1,200,000 with a 10% contingency for unexpected costs associated with this contract.

This contract amendment will enable the Planning Department to have the flexibility to manage workload demands while keeping pace with peaks during economic upturns, without significantly reducing in-house staff during economic dips.

**Impact on Residents and Businesses**

Planning services are essential to appropriately review and process development applications in accordance with the County General Plan and development ordinances.

**SUPPLEMENTAL:**

**Additional Fiscal Information**

This contract is funded by Deposit Based Fees (DBF) paid by the development community. No dollar amount of work is guaranteed. The basis of work will be on an "as-needed" basis.

**Contract History and Price Reasonableness**

In 2013, Purchasing and Fleet Services on behalf of the Transportation and Land Management Agency issued a Request for Proposal (RFP) for Planner Services. RFP # TLARC 364 was issued to six vendors and advertised on the purchasing website in conjunction with County Purchasing.

Four (4) responses were received by Purchasing and were reviewed by the evaluation team consisting of representatives from the Planning Department, ALUC, and a Planning Commissioner. The evaluation criteria for the bid was overall responsiveness and understanding of the RFP requirements, bidder experience and ability, technical capability/qualifications, cost, references, financial status, clarification, exceptions or deviations and credentials, resumes, licenses and certifications. Based on the evaluation of the initial proposals and subsequent vendor interviews, RBF Consulting, Moore Iacofano Goltsman, Inc. (MIG-Hogle-Ireland) and Pacific Municipal Consultants were selected by the evaluation team as the most responsive/responsible vendors. The Planning Department has also brought on AEI-CASC for certain specialized planning projects. All of these consultants are currently engaged in providing contract support. MIG-Hogle-Ireland has the best ability of all of our consultants to provide increased staffing to meet our rising workloads.

The Board of Supervisors approved the Agreements on January 7, 2014 on Minute Order 3-39.

**Attachments:**

- A. Budget Adjustment
- B. Amendment No. 1 to the Agreement with MIG Hogle-Ireland

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**ATTACHMENT A**

**Budget Adjustment**

**Increase Appropriation:**

10000-3120100000-525440 Professional Services	600,000
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**Increase Estimated Revenue:**

10000-3120100000-771930 Deposit Based Fee Draws	600,000
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**COUNTY OF RIVERSIDE  
TRANSPORTATION AND LAND MANAGEMENT AGENCY**



*Juan C. Perez  
Agency Director*

*Patricia Romo  
Assistant Director  
Transportation Department*

*Steven A. Weiss  
Planning Director  
Planning Department*

*Mike Lara  
Building & Safety Official  
Building & Safety Department*

*Greg Flannery  
Code Enforcement Official  
Code Enforcement Department*

January 22, 2016

Moore Iacofono Goltsman, Inc  
800 Hearst Avenue  
Berkeley, CA 94710

RE: Amendment to Contract TLARC-92561-001-6/18

Please see attached three (3) copies of the amendment with the contract mentioned above. This was sent to you once before, however, there was change made and we need to sign a new amendment.

Please return all three signed copies to the following address:

County of Riverside  
Transportation and Land Management Agency  
4080 Lemon Street, 14<sup>th</sup> floor  
Riverside, CA 92501  
Attention: Charlene McNair

Thank you,  
Charlene McNair, Buyer II  
County of Riverside TLMA  
951-955-1858  
[cmcnair@rctlma.org](mailto:cmcnair@rctlma.org)

COUNTY OF RIVERSIDE  
AMENDMENT NO.1 TO THE AGREEMENT  
WITH  
MOORE IACOFANO GOLTSMAN, INC  
TLARC 92561-001-06/18

Original Contract Term: January 7, 2014 through December 31, 2018  
Effective Date of Amendment: March 1, 2016  
Annual Maximum Contract Amount: \$1,200,000

The Agreement between County of Riverside, herein referred to as COUNTY and Moore Iacofano Goltsman, Inc., herein referred to as CONTRACTOR, entered into as of January 7, 2014 is amended as follows:

1. On page 3 of the Agreement, amend 2.1, "Period of Performance" to amend all reference to the Period of Performance from expiration of December 31, 2014 to a Period of Performance of and through June 30, 2015, with the option to renew for four (4) additional years through June 30, 2019, unless terminated as specified in Section 9 TERMINATION. All other terms of the Period of Performance in the Agreement shall remain the same.

2. On page 4 of the Agreement, replace in its entirety Section 3.1 "Compensation":

The COUNTY agrees to pay CONTRACTOR for services performed at an annual rate of one million two hundred thousand dollars (\$1,200,000), including all expenses, based on the availability of fiscal funding. The COUNTY is not responsible for any fees or costs incurred above or beyond the contracted amount and shall have no obligation to purchase any specified amount of services or products. Unless otherwise specifically stated in Exhibit B, COUNTY shall not be responsible for payment of any of CONTRACTOR's expenses related to this Agreement.

3. All other terms and conditions of the Agreement not modified herein shall remain unchanged.

**IN WITNESS WHEREOF**, the Parties hereto have caused their duly authorized representatives to execute this Amendment.

COUNTY OF RIVERSIDE, a political  
subdivision of the State of California

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

Marion Ashley, Chairman

Board of Supervisors

Dated: \_\_\_\_\_

MOORE IACOFANO  
GOLTSMAN, INC.

By: 

Name: DANIEL S. IACOFANO

Title: PRINCIPAL / CEO

Dated: 2.5.16

COUNTY OF RIVERSIDE  
AMENDMENT NO.1 TO THE AGREEMENT  
WITH  
MOORE IACOFANO GOLTSMAN, INC  
TLARC 92561-001-06/18

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ATTEST:

Kecia Harper-Ihem  
Clerk of the Board

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

APPROVED AS TO FORM:

Gregory P. Priamos  
County Counsel

By:   
Deputy County Counsel