

FORM APPROVED COUNTY COUNSEL
BY: Gregory P. Priamos DATE: 3/1/16

Departmental Concurrence



**SUBMITTAL TO THE BOARD OF DIRECTORS
REGIONAL PARK AND OPEN SPACE DISTRICT
COUNTY OF RIVERSIDE, STATE OF CALIFORNIA**

9/15



FROM: Regional Park and Open-Space District

SUBMITTAL DATE:
March 3, 2016

SUBJECT: Comprehensive Trails Plan for Riverside County and Riverside County Regional Park and Open-Space District Consultant Services Agreement – Countywide Fund 33120 – \$489,175]

RECOMMENDED MOTION: That the Board of Directors:

1. Approve the Consultant Services Agreement between the Riverside County Regional Park and Open-Space District (DISTRICT) and ALTA Planning + Design Inc. (ALTA) for the Comprehensive Trails Plan for Riverside County and Riverside County Regional Park and Open-Space District;

BACKGROUND:

Summary

(Continued on Page 2)

Scott Bangle
General Manager

2016-003D

FINANCIAL DATA	Current Fiscal Year:	Next Fiscal Year:	Total Cost:	Ongoing Cost:	POLICY/CONSENT (per Exec. Office)
COST	\$ 489,175	\$ 0	\$ 489,175	\$ 0	Consent <input type="checkbox"/> Policy <input checked="" type="checkbox"/>
NET COUNTY COST	\$ 0	\$ 0	\$ 0	\$ 0	

SOURCE OF FUNDS: Fund 33120

Budget Adjustment: NO

For Fiscal Year: 2015/16

C.E.O. RECOMMENDATION:

County Executive Office Signature

MINUTES OF THE BOARD OF DIRECTORS

DISTRICT

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

Prev. Agn. Ref.:

District: ALL

Agenda Number:

13-5

**SUBMITTAL TO THE BOARD OF DIRECTORS, REGIONAL PARK AND OPEN SPACE DISTRICT,
COUNTY OF RIVERSIDE, STATE OF CALIFORNIA.**

FORM 11: Comprehensive Trails Plan for Riverside County and Riverside County Regional Park and Open-Space District Consultant Services Agreement – Countywide, Fund 33120 – \$489,175]

DATE: March 3, 2016

PAGE: 2 of 3

BACKGROUND:

Summary: (continued)

The current trails program is included as part of the County's General Plan Non-Motorized Circulation Element. Although efforts are made to update the trails program, policies, standards, and mapped trails network with each General Plan Review and Update cycle, the plan has become dated and in need of focused third party review, analysis, and recommendations. The Comprehensive Trails Plan for Riverside County and Riverside County Regional Park and Open-Space District, when complete, will provide the District and County with a document for a sustainable and environmentally manageable trails network with revised mapping, new policies, possible ordinances, base line trail user survey data, and suggested methods to establish a sustainable and funded maintenance program.

Impact on Citizens and Businesses:

The document will provide a plan that achieves a balance between function, recreation, and the environment while creating a transparent process for a sustainable, manageable, and funded program. The document should be suitable to replace portions of the County's General Plan Non-Motorized Circulation Element in future General Plan review cycles. It will address the needs of the development community by providing clarity regarding trails and development requirements. It will provide residents and trail users with an improved trails network. Consultant Service Agreement has been reviewed and approved as to form by County Counsel.

Consultant Service Agreement has been reviewed and approved as to form by County Counsel.

Supplemental: (additional Fiscal Info if applicable)

The District has already budgeted to utilize Development Impact Fees for this project.

CEQA Compliance:

The District has reviewed this activity and determined that it does not qualify as a project under CEQA guidelines since the activity will not result in a direct or reasonably foreseeable indirect physical change in the environment. The approval of this Agreement is not a commitment to proceed with a project since the work to be completed is purely design and research for a potential future project. It is purely speculative at this point in time. The District will comply with the requirements of CEQA analysis when necessary for any future projects. An action by a public agency is only a "project" subject to CEQA if the action might result in a physical change in the environment. Based upon a review of the whole action undertaken, supported, or authorized by the District, in no way will the consultant services agreement prompt any changes in the environment, does not result in increased development or construction impacts, or lead to any direct, indirect, or cumulative physical environmental impacts.

**SUBMITTAL TO THE BOARD OF DIRECTORS, REGIONAL PARK AND OPEN SPACE DISTRICT,
COUNTY OF RIVERSIDE, STATE OF CALIFORNIA.**

FORM 11: Comprehensive Trails Plan for Riverside County and Riverside County Regional Park and Open-Space District Consultant Services Agreement – Countywide, Fund 33120 – \$489,175]

DATE: March 3, 2016

PAGE: 3 of 3

Contract History and Price Reasonableness:

In July 2015, a Request for Proposal (RFP) to provide consultant services for the Comprehensive Trails for Riverside County and Riverside County Regional Park and Open-Space District was advertised and posted to the Purchasing and District's website. Six (6) firms responded with written responses to the Request for Proposal. The proposals were reviewed and rated by an evaluation team (team) consisting of the District's Senior Park Planner, the "At-large" Member of the Trails Committee, the Trails Coordinator for the City of Riverside Parks Department, an Urban Planner from Riverside County Transportation and Land Management Agency, the Planning Department, and the Transportation Manager from the City of Moreno Valley. The three (3) top rated firms were interviewed by the team. ALTA Planning + Design was chosen based on their: experience; specialized knowledge and expertise; qualifications; key project personnel; depth of understanding and approach to the project; and ability to complete the project within budget and on the schedule proposed by the District.

ALTA Planning + Design scored and ranked the highest in the evaluation and interview process. A not-to-exceed budget of \$489,175 was negotiated between the District and ALTA Planning + Design. ALTA's fee is below the District's budgeted amount of \$525,000. The firm was determined to be the most responsible consultant to provide the necessary services to research, compile, analyze, and develop the requested comprehensive trails master plan.

Attachments:

Consultant Services Agreement between the Riverside County Regional Park and Open-Space District and ALTA Planning + Design Inc.

**COMPREHENSIVE TRAILS PLAN FOR RIVERSIDE COUNTY and RIVERSIDE COUNTY REGIONAL PARK
AND OPEN-SPACE DISTRICT
CONSULTANT SERVICES AGREEMENT
BY AND BETWEEN
RIVERSIDE COUNTY REGIONAL PARK AND OPEN SPACE DISTRICT
AND
ALTA PLANNING + DESIGN, INC.**

THIS CONSULTANT SERVICES AGREEMENT ("Agreement"), made and entered into this _____ day of _____, 2016, by and between, **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, (herein referred to as "DISTRICT") and **ALTA PLANNING + DESIGN INC.**, a California corporation (herein referred to as "CONSULTANT"). The parties agree as follows:

1. Description of Services

1.1 CONSULTANT shall render all services to the District as described in this Agreement for the project described as:

**COMPREHENSIVE TRAILS PLAN FOR RIVERSIDE COUNTY
and
RIVERSIDE COUNTY REGIONAL PARK AND OPEN-SPACE DISTRICT**

The documents listed below describe in detail the Scope of Work, and Description of Services that are incorporated into and made part of this Agreement:

Exhibit A— District's Request of for Qualifications; PKRAC 200 (Not Attached)

Exhibit B – Consultant Proposal

Exhibit C -- Consultant "Best and Final" Proposal

Exhibit D – Consultant Fee – Cost Summary

Exhibit E – Consultant Performance Period Time Line

In the event there is a conflict between the terms of the documents made a part of this agreement, the following shall 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, and E** shall take precedence over **Exhibit B**.

1.2 CONSULTANT represents that it has the skills, experience, and knowledge necessary to perform under this Agreement and the DISTRICT relies upon this representation. CONSULTANT shall perform to the satisfaction of the DISTRICT and in conformance to and consistent with perform to the

satisfaction of the DISTRICT and in conformance to and consistent with the highest standards of firms/professionals in the same discipline in the State of California.

1.3 CONSULTANT affirms that it is fully apprised of all of the work to be performed under this Agreement; and the CONSULTANT agrees it can properly perform this work at the prices stated in **Exhibit D**, attached hereto and by this reference incorporated herein. CONSULTANT is not to perform services or provide products outside of the Agreement unless authorized by the DISTRICT in writing.

1.4 Acceptance by the DISTRICT of the CONSULTANT's performance under this Agreement does not operate as a release of CONSULTANT's responsibility for full compliance with the terms of this Agreement.

2. Term of Agreement

2.1 This Agreement shall be effective upon full approval and execution by both parties with a **term period** of two (2) years and an option of one six (6) month renewal period, for a total of two (2) years and six (6) months, unless terminated earlier. The Riverside County Regional Park and Open Space District's Board of Director's is the only authority that may obligate the District for a non-cancelable multi-year agreement.

2.2 The **performance period time line** of three hundred sixty-five (365) working days is shown in **Exhibit E**. CONSULTANT shall commence performance upon signature of this Agreement by both parties and shall diligently and continuously perform thereafter as shown on **Exhibit E**.

3. Compensation

3.1 The DISTRICT shall pay the CONSULTANT for services performed, products provided and expenses incurred in accordance with the terms of **Exhibit D**, Consultant Fee - Cost Summary. Maximum payments by DISTRICT to CONSULTANT shall not exceed **Four Hundred Eighty-Nine Thousand, One Hundred Seventy-Five Dollars (\$489,175.00)** including all expenses. The DISTRICT is not responsible for any fees or costs incurred above or beyond the contracted amount. and shall have no obligation to pay for any additional services or products. Unless otherwise specifically stated in **Exhibit D**, Cost Summary, DISTRICT shall not be responsible for payment of any of CONSULTANT's expenses related to this Agreement. CONSULTANT shall notify the DISTRICT immediately in writing when CONSULTANT has expended seventy-five percent (75%) of the total compensation and no later than six (6) months prior to the end of the Period of Performance or two thirds (2/3) of the Period of Performance has passed, whichever shall provide the greater advance notice. Timely notice by CONSULTANT and a duly authorized written amendment shall be a condition precedent to any obligation for payment by DISTRICT beyond the approved compensation and period of performance.

3.2 No price increases will be permitted during the term of this Agreement. All price decreases (for example, if CONSULTANT offers lower prices to another governmental entity) will automatically be extended to the DISTRICT.

3.3 CONSULTANT shall be paid only in accordance with an invoice submitted to DISTRICT by CONSULTANT within fifteen (15) days from the last day of each calendar month, and DISTRICT shall pay the invoice within thirty (30) working days from the date of receipt of the invoice. Payment shall be made to CONSULTANT only after services have been rendered or delivery of materials or products, and acceptance has been made by DISTRICT. Prepare invoices in duplicate. For this Agreement, send the original and duplicate copies of invoices to:

Riverside County Regional Park and Open-Space District

Attn: Finance

4600 Crestmore Road, Jurupa Valley, CA 92509

OR: Email invoices to: parks-finance@rivcoparks.org

- a) Each invoice shall contain a minimum of the following information: invoice number and date; remittance address; bill-to and ship-to addresses of ordering department/division; Agreement number PKARC-200; quantities; item descriptions, unit prices, extensions, sales/use tax if applicable, and an invoice total.
- b) Invoices shall be rendered monthly in arrears.

3.4 The DISTRICT obligation for payment of this Agreement beyond the current fiscal year end is contingent upon and limited by the availability of DISTRICT funding from which payment can be made. No legal liability on the part of the DISTRICT shall arise for payment beyond June 30 of each calendar year unless funds are made available for such payment. In the event that such funds are not forthcoming for any reason, DISTRICT shall immediately notify CONSULTANT in writing; and this Agreement shall be deemed terminated, have no further force, and effect.

4. Alteration or Changes to the Agreement

4.1 The Board of Directors is the only authorized DISTRICT representative who may at any time, by written order, alter or terminate this Agreement. If authorized by the Board of Directors, the **District General Manager** may exercise the option to extend the term period pursuant to the terms of this Agreement and execute amendments to effect the term period extensions. If any such alteration causes an increase or decrease in the cost of, or the time required for the performance under this Agreement, an equitable adjustment shall be made in the Agreement price or delivery schedule, or both, and the Agreement shall be modified by a duly authorized written amendment accordingly.

4.2 Any claim by the CONSULTANT for additional payment related to this Agreement shall be made in writing by the CONSULTANT within 30 days of when the CONSULTANT has or should

have notice of any actual or claimed change in the work, which results in additional and unanticipated cost to the CONSULTANT. If the DISTRICT Purchasing Agent decides that the facts provide sufficient justification, may authorize additional payment to the CONSULTANT pursuant to the claim. Nothing in this section shall excuse the CONSULTANT from proceeding with performance of the Agreement even if there has been a change.

5. Termination

5.1. DISTRICT may terminate this Agreement without cause upon thirty (30) days written notice served upon the CONSULTANT stating the extent and effective date of termination.

5.2 DISTRICT may, upon five (5) days written notice terminate this Agreement for CONSULTANT's default, if CONSULTANT refuses or fails to comply with the terms of this Agreement or fails to make progress that may endanger performance and does not immediately cure such failure. In the event of such termination, the DISTRICT may proceed with the work in any manner deemed proper by DISTRICT.

5.3 After receipt of the notice of termination, CONSULTANT shall:

- (a) Stop all work under this Agreement on the date specified in the notice of termination; and
- (b) Transfer to DISTRICT and deliver in the manner as directed by DISTRICT any materials, reports or other products, which, if the Agreement had been completed or continued, would have been required to be furnished to DISTRICT.

5.4 After termination, DISTRICT shall make payment only for CONSULTANT's performance up to the date of termination in accordance with this Agreement.

5.5 CONSULTANT's rights under this Agreement shall terminate (except for fees accrued prior to the date of termination) upon dishonesty or a willful or material breach of this Agreement by CONSULTANT; or in the event of CONSULTANT's unwillingness or inability for any reason whatsoever to perform the terms of this Agreement. In such event, CONSULTANT shall not be entitled to any further compensation under this Agreement.

5.6 If the Agreement is federally or State funded, CONSULTANT cannot be debarred from the System for Award Management (SAM). If the CONSULTANT is debarred during the term of this Agreement, CONSULTANT must notify the DISTRICT immediately of a debarment. Reference: System for Award Management (SAM) at <https://www.sam.gov> for Central CONSULTANT Registry (CCR), Federal Agency Registration (Fedreg), Online Representations and Certifications Application, and Excluded Parties List System (EPLS)). Excluded Parties Listing System (EPLS) (<http://www.epls.gov>) (Executive Order 12549, 7 CFR Part 3017, 45 CFR Part 76, and 44 CFR Part

17). The System for Award Management (SAM) is the Official U.S. Government system that consolidated the capabilities of CCR/FedReg, ORCA, and EPLS.

5.7 The rights and remedies of DISTRICT provided in this section shall not be exclusive and are in addition to any other rights and remedies provided by law or this Agreement.

6. Ownership/Use of Contract Materials and Products

The CONSULTANT agrees that all materials, reports or products in any form, including electronic, created by CONSULTANT for which CONSULTANT has been compensated by DISTRICT pursuant to this Agreement shall be the sole property of the DISTRICT. The material, reports or products may be used by the DISTRICT for any purpose DISTRICT deems to be appropriate, including, but not limit to, duplication and/or distribution within the DISTRICT or to third parties. CONSULTANT agrees not to release or circulate in whole or part such materials, reports, or products without prior written authorization of the DISTRICT.

7. Conduct of CONSULTANT

7.1 The CONSULTANT covenants that it presently has no interest, including, but not limited to, other projects or contracts, and shall not acquire any such interest, direct or indirect, which would conflict in any manner or degree with CONSULTANT's performance under this Agreement. The CONSULTANT further covenants that no person or subconsultant having any such interest shall be employed or retained by CONSULTANT under this Agreement. The CONSULTANT agrees to inform the DISTRICT of all the CONSULTANT's interests, if any, which are or may be perceived as incompatible with the DISTRICT's interests.

7.2 The CONSULTANT shall not, under circumstances which could be interpreted as an attempt to influence the recipient in the conduct of his/her duties, accept any gratuity or special favor from individuals or firms with whom the CONSULTANT is doing business or proposing to do business, in accomplishing the work under this Agreement.

7.3 The CONSULTANT or its employees shall not offer gifts, gratuity, favors, and entertainment directly or indirectly to DISTRICT employees.

8. Inspection of Service; Quality Control/Assurance

8.1 All performance (which includes professional services, workmanship, materials, supplies and equipment-furnished or utilized in the performance of this Agreement) shall be subject to inspection and test by the DISTRICT or other regulatory agencies at all times. The CONSULTANT shall cooperate with the DISTRICT's representative to permit him/her to determine the CONSULTANT's conformity with the terms of this Agreement. If any services performed or products provided by CONSULTANT are not in conformance with the terms of this Agreement, the DISTRICT shall have the right to require the CONSULTANT to perform the services or provide the products in conformance with the terms of the

Agreement at no additional cost to the DISTRICT. When the services to be performed or the products to be provided are of such nature that the difference cannot be corrected; the DISTRICT shall have the right to: (1) require the CONSULTANT immediately to take all necessary steps to ensure future performance in conformity with the terms of the Agreement; and/or (2) reduce the Agreement price to reflect the reduced value of the services performed or products provided. The DISTRICT may also terminate this Agreement for default and charge to CONSULTANT any costs incurred by the DISTRICT because of the CONSULTANT's failure to perform.

8.2 CONSULTANT shall establish adequate procedures for self-monitoring and quality control and assurance to ensure proper performance under this Agreement; and shall permit a DISTRICT representative or other regulatory official to monitor, assess, or evaluate CONSULTANT's performance under this Agreement at any time, upon reasonable notice to the CONSULTANT.

9. Independent CONSULTANT/Employment Eligibility

9.1 The CONSULTANT is, for purposes relating to this Agreement, an independent CONSULTANT and shall not be deemed an employee of the DISTRICT. It is expressly understood and agreed that the CONSULTANT (including its employees, agents, and subconsultants) shall in no event be entitled to any benefits to which DISTRICT employees are entitled, including but not limited to overtime, any retirement benefits, worker's compensation benefits, and injury leave or other leave benefits. There shall be no employer-employee relationship between the parties; and CONSULTANT shall hold DISTRICT harmless from any and all claims that may be made against DISTRICT based upon any contention by a third party that an employer-employee relationship exists by reason of this Agreement. It is further understood and agreed by the parties that CONSULTANT in the performance of this Agreement is subject to the control or direction of DISTRICT merely as to the results to be accomplished and not as to the means and methods for accomplishing the results.

9.2 CONSULTANT shall comply with all applicable federal and state statutes and regulations regarding the employment of aliens and others and to ensure that employees performing work under this Agreement meet the citizenship or alien status requirement set forth in federal statutes and regulations. CONSULTANT shall obtain, from all employees performing work hereunder, all verification and other documentation of employment eligibility status required by federal or state statutes and regulations including, but not limited to, the Immigration Reform and Control Act of 1986, 8 U.S.C. §1324a (Pub.L. 99-603, Nov. 6, 1986, 100 Stat. 3359), as they currently exist and as they may be hereafter amended. CONSULTANT shall retain all such documentation for all covered employees, for the period prescribed by the law.

9.3 CONSULTANT shall screen all individuals employed or retained to provide services related to this Agreement to ensure that they are not designated as "Ineligible Persons," as defined

hereunder. An Ineligible Person shall be any individual or entity who: Is currently excluded, suspended, debarred or otherwise ineligible to participate in the federal health care programs; or has been convicted of a criminal offense related to the provision of health care items or services and has not been reinstated in the federal health care programs after a period of exclusion, suspension, debarment, or ineligibility.

9.4 CONSULTANT shall screen prospective individuals prior to hire or engagement. CONSULTANT shall not hire or engage any Ineligible Person to provide services directly relative to this Agreement. CONSULTANT shall screen all current individuals within sixty (60) days of execution of this Agreement and every six (6) months thereafter to ensure that they are or have not become Ineligible Persons unless CONSULTANT has performed such screening on same Covered Individuals under a separate agreement with DISTRICT within the past six (6) months. Covered Individuals shall be required to disclose to CONSULTANT immediately any debarment, exclusion or other event that makes the Covered Individual an Ineligible Person. CONSULTANT shall notify DISTRICT within five (5) business days after it becomes aware if a Covered Individual providing services directly relative to this Agreement becomes debarred, excluded or otherwise becomes an Ineligible Person.

9.5 CONSULTANT acknowledges that Ineligible Persons are precluded from providing federal and state funded health care services by contract with DISTRICT in the event that they are currently sanctioned or excluded by a federal or state law enforcement regulatory or licensing agency. If CONSULTANT becomes aware that a Covered Individual has become an Ineligible Person, CONSULTANT shall remove such individual from responsibility for, or involvement with, DISTRICT business operations related to this Agreement.

9.6 CONSULTANT shall notify DISTRICT within five (5) business days if a Covered Individual or entity is currently excluded, suspended or debarred, or is identified as such after being sanction screened. Such individual or entity shall be promptly removed from participating in any activity associated with this Agreement.

10. Subcontract for Work or Services

No contract shall be made by the CONSULTANT with any other party for furnishing any of the work or services under this Agreement without the prior written approval of the DISTRICT; but this provision shall not require the approval of contracts of employment between the CONSULTANT and personnel assigned under this Agreement, or for parties named in the proposal and agreed to under this Agreement.

11. Disputes

11.1 The parties shall attempt to resolve any disputes amicably at the working level. If that is

not successful, the dispute shall be referred to the senior management of the parties. Any dispute relating to this Agreement, which is not resolved by the parties, shall be decided by the Compliance Contract Officer for the DISTRICT who shall furnish the decision in writing. The decision of the Compliance Contract Officer shall be final and conclusive unless determined by a court of competent jurisdiction to have been fraudulent, capricious, arbitrary, or so grossly erroneous to imply bad faith. The CONSULTANT shall proceed diligently with the performance of this Agreement pending the resolution of a dispute.

11.2 Prior to the filing of any legal action related to this Agreement, the parties shall be obligated to attend a mediation session in Riverside County before a neutral third party mediator. A second mediation session shall be required if the first session is not successful. The parties shall share the cost of the mediations.

12. Licensing and Permits

CONSULTANT shall comply with all current applicable State or other licensing requirements, including but not limited to the provisions of Chapter 9 of Division 3 of the Business and Professions Code. All licensing requirements shall be met at the time proposals are submitted to the DISTRICT. CONSULTANT warrants that it has all necessary permits, approvals, certificates, waivers and exemptions necessary for performance of this Agreement as required by the laws and regulations of the United States, the State of California, the County of Riverside and all other governmental agencies with jurisdiction, and shall maintain these throughout the term of this Agreement.

13. Use By Other Political Entities

The CONSULTANT agrees to extend the same pricing, terms, and conditions as stated in this Agreement to each and every political entity, special district, and related non-profit entity in Riverside County. It is understood that other entities shall make purchases in their own name, make direct payment, and be liable directly to the CONSULTANT; and DISTRICT shall in no way be responsible to CONSULTANT for other entities' purchases.

14. Non-Discrimination

CONSULTANT shall not be discriminate in the provision of services, allocation of benefits, accommodation in facilities, or employment of personnel on the basis of ethnic group identification, race, religious creed, color, national origin, ancestry, physical handicap, medical condition, marital status or sex in the performance of this Agreement; and, to the extent they shall be found to be applicable hereto, shall comply with the provisions of the California Fair Employment and Housing Act (Gov. Code §12900 et. seq), the Federal Civil Rights Act of 1964 (P.L. 88-352), the Americans with Disabilities Act of 1990 (42 U.S.C. §1210 et seq.) and all other applicable laws or regulations.

15. Records and Documents

CONSULTANT shall make available, upon written request by any duly authorized Federal, State, or DISTRICT agency, a copy of this Agreement and such books, documents and records as are necessary to certify the nature and extent of the CONSULTANT's costs related to this Agreement. All such books, documents and records shall be maintained by CONSULTANT for at least five years following termination of this Agreement and be available for audit by the DISTRICT. CONSULTANT shall provide to the DISTRICT reports and information related to this Agreement as requested by DISTRICT.

16. Confidentiality

16.1 The CONSULTANT shall not use for personal gain or make other improper use of privileged or confidential information which is acquired in connection with this Agreement. The term "privileged or confidential information" includes but is not limited to: unpublished or sensitive technological or scientific information; medical, personnel, or security records; anticipated material requirements or pricing/purchasing actions; DISTRICT information or data which is not subject to public disclosure; DISTRICT operational procedures; and knowledge of selection of CONSULTANTS, subCONSULTANTS or suppliers in advance of official announcement.

16.2 The CONSULTANT shall protect from unauthorized disclosure names and other identifying information concerning persons receiving services pursuant to this Agreement, except for general statistical information not identifying any person. The CONSULTANT shall not use such information for any purpose other than carrying out the CONSULTANT's obligations under this Agreement. The CONSULTANT shall promptly transmit to the DISTRICT all third party requests for disclosure of such information. The CONSULTANT shall not disclose, except as otherwise specifically permitted by this Agreement or authorized in advance in writing by the DISTRICT, any such information to anyone other than the DISTRICT. For purposes of this paragraph, identity shall include, but not be limited to, name, identifying number, symbol, or other identifying particulars assigned to the individual, such as finger or voice print or a photograph.

17. Administration/Contract Liaison

The DISTRICT General Manager, or designee, shall administer this Agreement on behalf of the DISTRICT. The General Manager, or designee is to serve as the liaison with CONSULTANT in connection with this Agreement.

18. Notices

All correspondence and notices required or contemplated by this Agreement shall be delivered to the respective parties at the addresses set forth below and are deemed submitted two days after their deposit in the United States mail, postage prepaid:

DISTRICT

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

CONSULTANT

ALTA PLANNING+ DESIGN INC.
617 West 17th Street Suite 505
Los Angeles, CA 90017

19. Force Majeure

If either party is unable to comply with any provision of this Agreement due to causes beyond its reasonable control, and which could not have been reasonably anticipated, such as acts of God, acts of war, civil disorders, or other similar acts, such party shall not be held liable for such failure to comply.

20. EDD Reporting Requirements

In order to comply with child support enforcement requirements of the State of California, the DISTRICT may be required to submit a Report of Independent CONSULTANT(s) form DE 542 to the Employment Development Department ("EDD"). The CONSULTANT agrees to furnish the required data and certifications to the DISTRICT within 10 days of notification of award of Agreement when required by the EDD. This data will be transmitted to governmental agencies charged with the establishment and enforcement of child support orders. Failure of the CONSULTANT to timely submit the data and/or certificates required may result in the contract being awarded to another CONSULTANT. In the event a contract has been issued, failure of the CONSULTANT to comply with all federal and state reporting requirements for child support enforcement or to comply with all lawfully served Wage and Earnings Assignments Orders and Notices of Assignment shall constitute a material breach of Agreement. If CONSULTANT has any questions concerning this reporting requirement, please call (916) 657-0529. CONSULTANT should also contact its local Employment Tax Customer Service Office listed in the telephone directory in the State Government section under "Employment Development Department" or access their Internet site at www.edd.ca.gov.

21. Hold Harmless/Indemnification

21.1 CONSULTANT shall indemnify and hold harmless the DISTRICT, County of Riverside, its Agencies, Districts, Special Districts and Departments, their respective directors, officers, Board of Directors, Board of Supervisors, elected and appointed officials, employees, agents and representatives from any liability, claim, damage or action whatsoever, based or asserted upon any act or omission of CONSULTANT, its officers, employees, sub-consultants, agents or representatives

arising out of or in any way relating to this Agreement, including but not limited to property damage, bodily injury, or death. CONSULTANT shall defend, at its sole cost and expense, including but not limited to attorney fees, cost of investigation, defense and settlements or awards, the DISTRICT, County of Riverside, its Agencies, Districts, Special Districts and Departments, their respective directors, officers, Board of Directors, Board of Supervisors, elected and appointed officials, employees, agents and representatives in any such action or claim. With respect to any action or claim subject to indemnification herein by CONSULTANT, CONSULTANT shall, at its sole cost, have the right to use counsel of its own choice and shall have the right to adjust, settle, or compromise any such action or claim without the prior consent of DISTRICT; provided, however, that any such adjustment, settlement or compromise in no manner whatsoever limits or circumscribes CONSULTANT's indemnification of DISTRICT. CONSULTANT's obligations hereunder shall be satisfied when CONSULTANT has provided to DISTRICT the appropriate form of dismissal (or similar document) relieving the DISTRICT from any liability for the action or claim involved. The specified insurance limits required in this Agreement shall in no way limit or circumscribe CONSULTANT's obligations to indemnify and hold harmless the DISTRICT.

21.2 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 to the fullest extent allowed by law.

21.3 CONSULTANT's indemnification obligations shall also apply to any action or claim regarding actual or alleged intellectual property infringement related to any material or product provided to DISTRICT pursuant to this Agreement. In the event of any such action or claim, CONSULTANT shall provide immediate notice to DISTRICT of the action or claim. CONSULTANT may defend or settle the action or claim as CONSULTANT deems appropriate; however, CONSULTANT shall be required to obtain for DISTRICT the right to continue to use the material or product (or a similar non-infringing material or product with the same function) on terms identical to those stated in this Agreement.

22. Insurance

22.1 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 coverage's during the term of this Agreement. As respects to the insurance section only, the DISTRICT herein refers to the Riverside County Regional Park and Open-Space District, its Divisions, Departments, their respective directors, officers, Board of Directors, employees, elected or appointed officials, agents, or representatives as Additional Insureds.

22.2. 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.

22.3. Commercial General Liability:

Commercial General Liability insurance coverage, including but not limited to, premises liability, unmodified 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 as Additional Insured. 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.

22.4. Vehicle Liability:

If vehicles or mobile equipment is/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 as Additional Insureds.

22.5. 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 **\$2,000,000** 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.

22.6. 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 District Risk Manager. If the District's Risk Manager waives a requirement for a particular insurer such waiver is only valid for that specific insurer and only for one policy term.

2) The CONSULTANT must declare its insurance self-insured retention for each coverage required herein. If any such self-insured retention exceeds \$500,000 per occurrence each such retention shall have the prior written consent of the DISTRICT 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 DISTRICT'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 DISTRICT'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 coverage's 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 all endorsements and any and all other attachments as required in this Section. An individual authorized by the insurance carrier 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'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; 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 and the monetary limits of

liability required under this Agreement, if in the District 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.

23. General

23.1 CONSULTANT shall not delegate or assign any interest in this Agreement, whether by operation of law or otherwise, without the prior written consent of DISTRICT. Any attempt to delegate or assign any interest herein shall be deemed void and of no force or effect.

23.2 Any waiver by DISTRICT of any breach of any one or more of the terms of this Agreement shall not be construed to be a waiver of any subsequent or other breach of the same or of any other term of this Agreement. Failure on the part of DISTRICT to require exact, full, and complete compliance with any terms of this Agreement shall not be construed as in any manner changing the terms or preventing DISTRICT from enforcement of the terms of this Agreement.

23.3 In the event the CONSULTANT receives payment under this Agreement, which is later disallowed by DISTRICT for nonconformance with the terms of the Agreement, the CONSULTANT shall promptly refund the disallowed amount to the DISTRICT on request; or at its option the DISTRICT may offset the amount disallowed from any payment due to the CONSULTANT.

23.4 CONSULTANT shall not provide partial delivery or shipment of services or products unless specifically stated in the Agreement.

23.5 CONSULTANT shall not provide any services or products subject to any chattel mortgage or under a conditional sales contract or other agreement by which an interest is retained by a third party. The CONSULTANT warrants that it has good title to all materials or products used by CONSULTANT or provided to DISTRICT pursuant to this Agreement, free from all liens, claims, or encumbrances.

23.6 Nothing in this Agreement shall prohibit the DISTRICT from acquiring the same type or equivalent equipment, products, materials or services from other sources, when deemed by the DISTRICT to be in its best interest. The DISTRICT reserves the right to purchase more or less than the quantities specified in this Agreement.

23.7 The DISTRICT agrees to cooperate with the CONSULTANT in the CONSULTANT's performance under this Agreement, including, if stated in the Agreement, providing the CONSULTANT with reasonable facilities and timely access to DISTRICT data, information, and personnel.

23.8 CONSULTANT shall comply with all applicable Federal, State, and local laws and regulations in effect during the term of the Agreement. CONSULTANT will comply with all applicable DISTRICT policies and procedures. In the event that there is a conflict between the various laws or regulations that may apply, the CONSULTANT shall comply with the more restrictive law or regulation.

23.9 CONSULTANT shall comply with all air pollution control, water pollution, safety and health ordinances, statutes, or regulations, which apply to performance under this Agreement.

23.10 CONSULTANT shall comply with all requirements of the Occupational Safety and Health Administration (OSHA) standards and codes as set forth by the U.S. Department of Labor and the State of California (Cal/OSHA).

23.11 This Agreement shall be governed by the laws of the State of California. Any legal action related to the performance or interpretation of this Agreement shall be filed only in the Superior Court of the State of California located in Riverside, California, and the parties waive any provision of law providing for a change of venue to another location. In the event 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.

[Signature Provisions on Next Page]

23.12 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.

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

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

CONSULTANT
ALTA PLANNING + DESIGN INC.
617 West 17th Street Suite 505
Los Angeles, CA 90017

Signature: _____
Kevin Jeffries
Chairman, Board of Directors

Signature: 
Print Name: George Hudson PLA
Principal

Dated: _____

Dated: 1/25/16

ATTEST:
Kecia Harper-Ihem
Clerk of the Board

By: _____
Deputy

(Seal)

APPROVED AS TO FORM:

Gregory P. Priamos
County Counsel

By: 
Cynthia M. Gunzel
Deputy County Counsel

EXHIBIT A

Riverside County Regional Park and Open District

Request for Qualifications PKARC 200

NOT ATTACHED

Documents on File

At

District Headquarters Purchasing Division

and

Planning Division

EXHIBIT B

Consultant Proposal

EXHIBIT 'B'

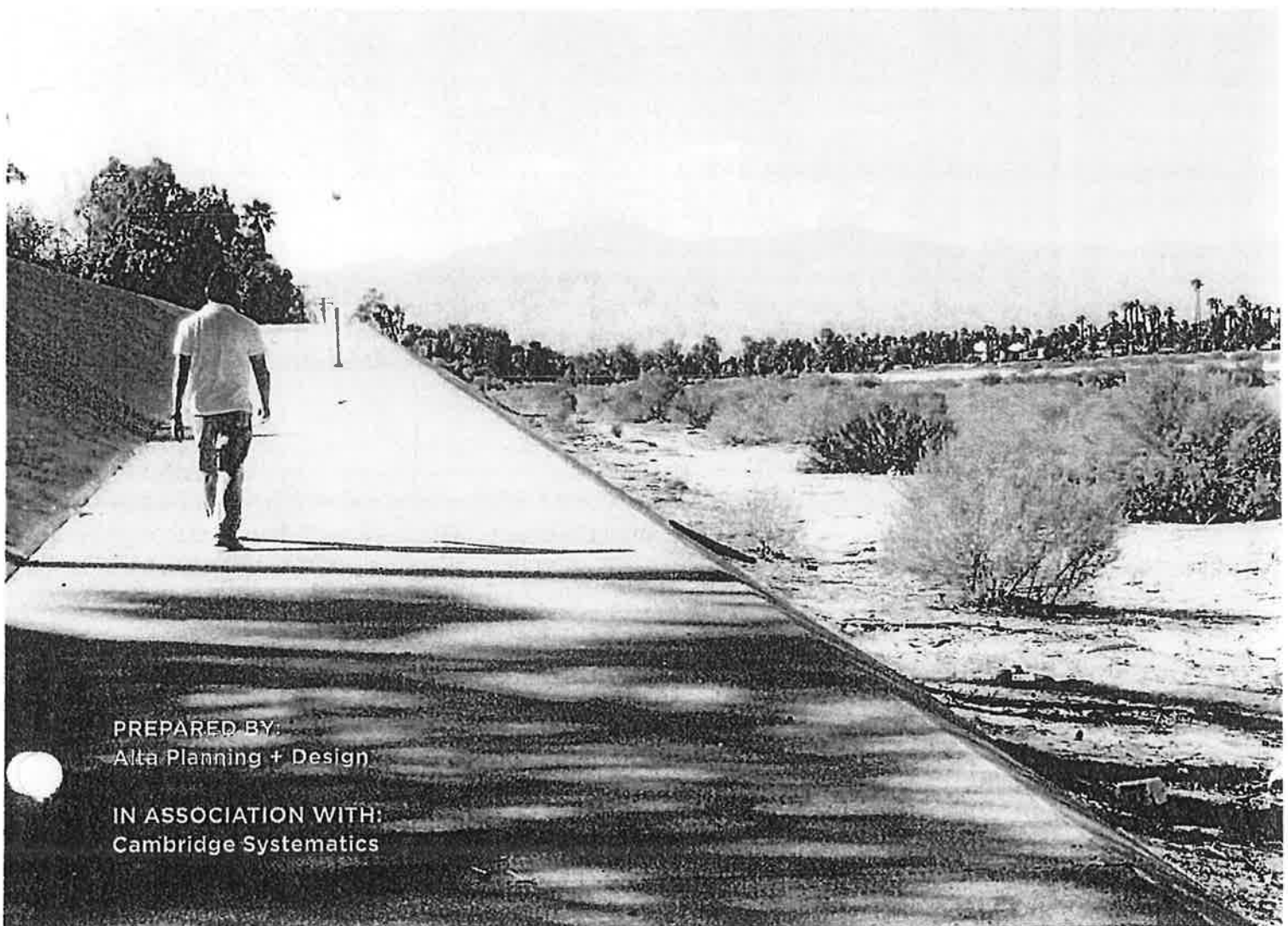


ORIGINAL

PROPOSAL FOR RFP #PKARC-200

COMPREHENSIVE TRAILS PLAN FOR RIVERSIDE COUNTY REGIONAL PARK AND OPEN SPACE DISTRICT

August 13, 2015



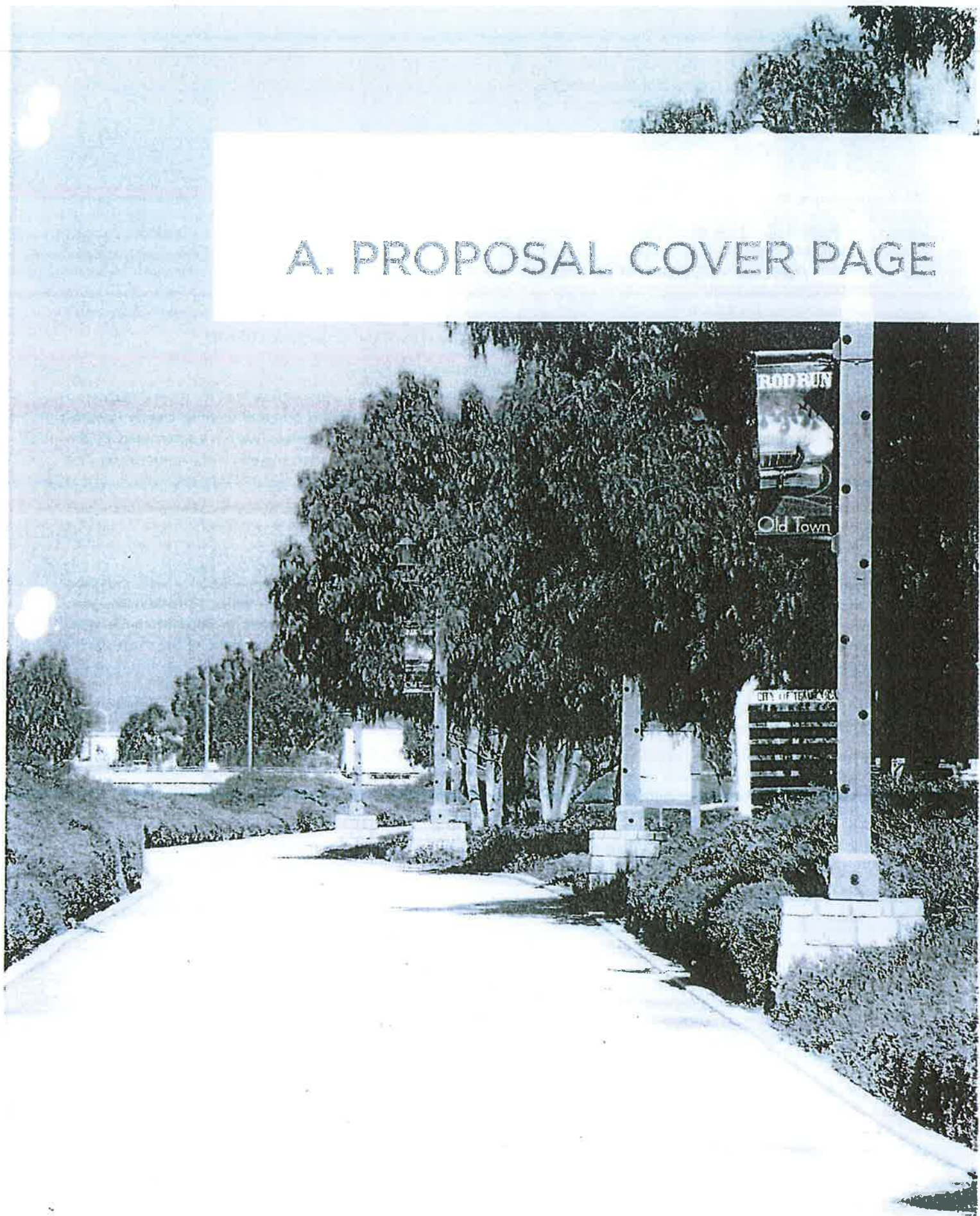
PREPARED BY:
Alta Planning + Design

IN ASSOCIATION WITH:
Cambridge Systematics

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A. PROPOSAL COVER PAGE





617 W. 7th Street, Suite 505
Los Angeles, CA 90017
(213) 489-7443
www.altaplanning.com

August 13, 2015

Mr. William Broderick, Buyer II
County of Riverside
Regional Park and Open Space District
4600 Crestmore Road
Jurupa Valley, CA 92509

RE: Comprehensive Trails Plan for Riverside County Regional Park and Open Space District

Dear Mr. Broderick and Members of the Selection Committee:

Alta Planning + Design is pleased to submit our proposal for the Comprehensive Trails Plan for Riverside County Regional Park and Open Space District. We have prepared our approach and scope of work to clearly demonstrate our ability to provide the best value for your investment in consultant services. We have assembled a team to provide Riverside County with expert knowledge and background in trails planning and trail use surveying. The team includes:

- **Alta Planning + Design:** Project management, research, inventory and analysis, policy recommendations, and funding assessment.
- **Cambridge Systematics, Inc.** – Trail survey.

I will serve as Principal-in-Charge and will oversee all task and work products. I am a Registered Landscape Architect with 28 years experience in trail planning and design. Greg Maher, Alta Los Angeles' Associate Designer, will be Project Manager, and will be the County staff's first point-of-contact on all matters dealing with the services offered. Greg will be supported by Los Angeles designers who have led or are leading some of the most significant regional trail planning and design projects in southern California, including the Park to Playa Trail in Los Angeles County, Santa Rosa Valley Trails Master Plan in Ventura County, Indian Wells Valley Trails Master Plan in Kern County, and CV Link in Riverside County. Cambridge Systematics will focus on developing, implementing, and analyzing the trails survey.

We are excited about the opportunity to work with the Open Space District, Riverside County, and stakeholders to develop a comprehensive plan for the future of the Riverside County trails. Alta Planning + Design's proposal meets the requirements specified in the Request for Proposal.

This project is a high priority for our firm, and we are looking forward to providing the District with a thoughtful, high quality trails master plan. Please contact me at (503) 200-3268 or georgehudson@altaplanning.com or Project Manager Greg Maher at (213) 489-7443, extension 103, or gregmaher@altaplanning.com if there are any questions regarding our proposal.

Sincerely,

A handwritten signature in cursive script, reading "George M. Hudson".

George Hudson, PLA, Principal
Alta Planning + Design

County of Riverside
Regional Park and Open Space District

Request for Proposal # PKARC-200
Closing Date: 08/13/15 on or before 01:30 P.M. PST

PROPOSAL COVER SHEET

Prospective 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 Planning & Design Services as detailed in Appendix A.

There will be a Pre-Proposal Conference meeting to be held on:
July 21, 2015 @ 10:00 AM

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)

RFP CLOSING DATE: August 13, 2015 no later than 1:30 PM.
NO FAXED PROPOSALS WILL BE ACCEPTED

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

Company Name: Alta Planning + Design

Street Address: 617 W. 7th Street, Suite 505, Los Angeles, CA 90017

Mailing Address: see above City: State: Zip:

Remit to Address: 711 SE Grand Avenue City: Portland State: OR Zip: 94712

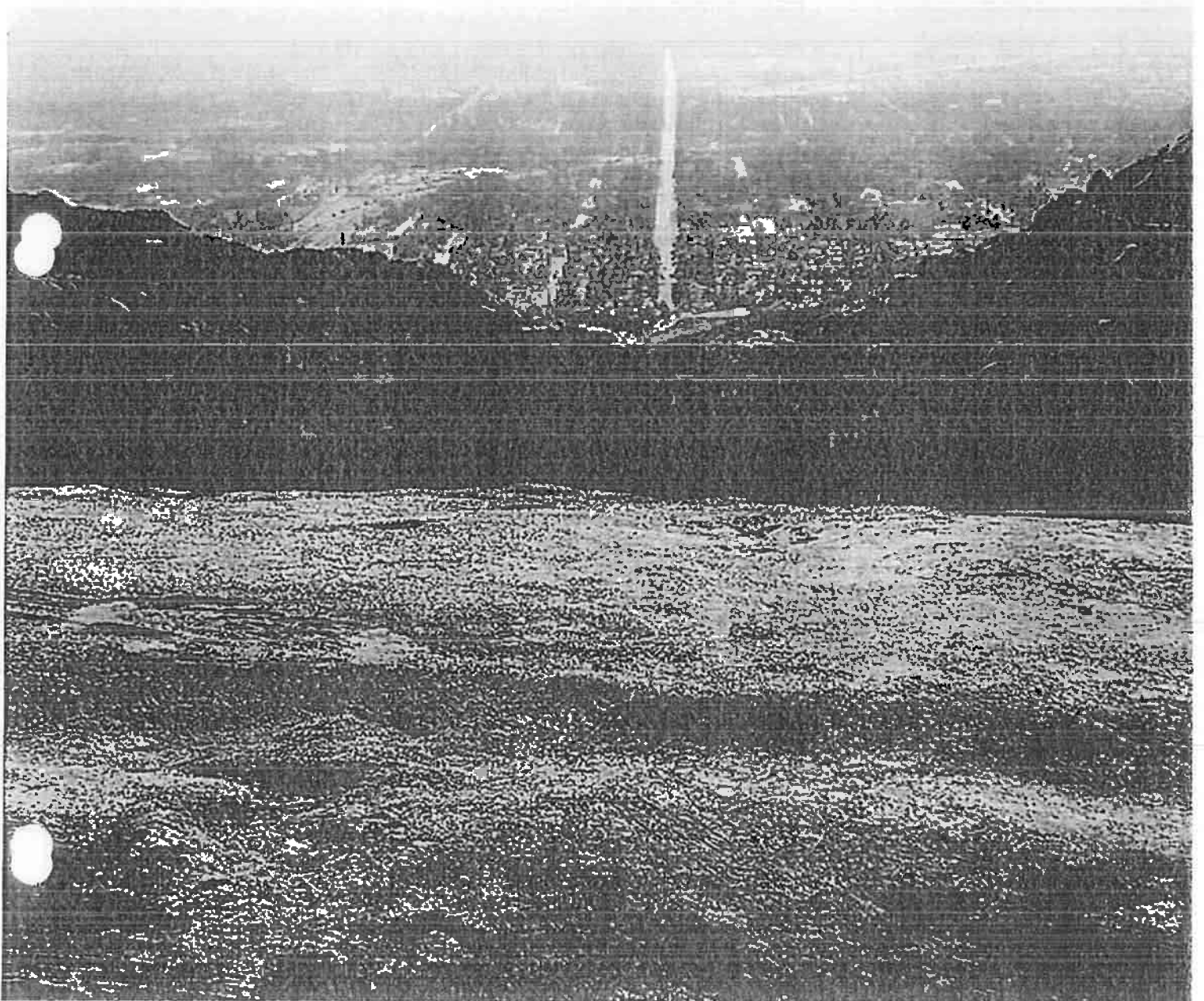
PHONE # (213) 489-7443

FAX # (213) 489-7444

Name Title: George Hudson, PLA, Principal

Signature:  Date: 8/11/2015 Email: georgehudson@altaplanning.com

B. COMPANY PROFILE



COMPANY OVERVIEW

Alta Planning + Design

Alta's mission is to create active communities.

Alta Planning + Design (Alta) is North America's leading multi-modal transportation firm that specializes in the planning, design, and implementation of bicycle, pedestrian, park, and trail corridors and systems. Founded in 1996, Alta has more than 130 staff in 28 offices across North America, including a Los Angeles office.

TRAIL PLANNING AND DESIGN

Alta has completed, planned, designed, and implemented more than 9,000 miles of bikeways, walkways, and trails. Alta is experienced with addressing all the technical and community issues and objectives associated with urban pathways and regional trails, seeing that applicable standards are met, the intended users are well-served, and conflicts and impacts are minimized. Alta provides complete planning services, including design, alternatives analysis, environmental documentation, property acquisition strategies, maintenance and management plans, and funding strategies.

Our experience includes a wide range of environments including greenways, street corridors, and multi-use hiking and seasonal-use trails in environmentally sensitive areas, urban core areas, highway corridors, parks

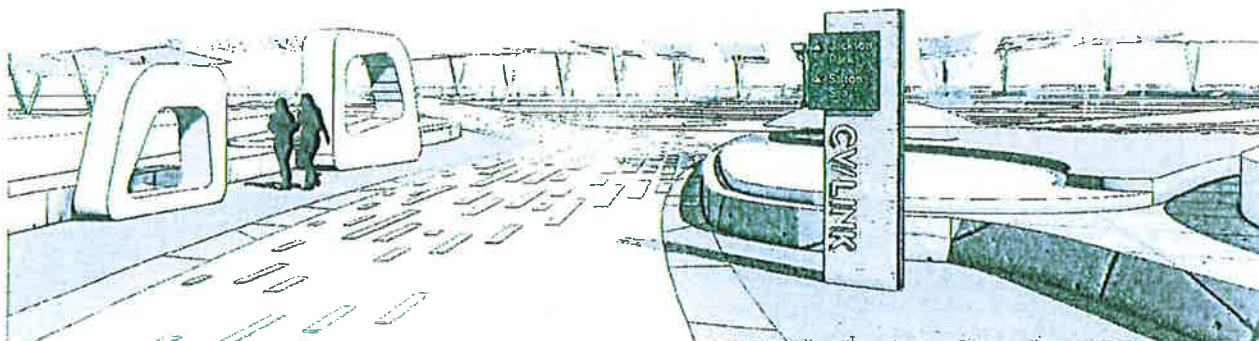
and industrial areas. We strive to enrich the trail user experience through a design identity that responds to the particular needs of the project environment.

LANDSCAPE ARCHITECTURE

Gateway, streetscape, and landscape elements have the ability to strengthen and promote the identity of a community or corridor. We use a sustainable design approach to develop concepts that integrate best management practices, green infrastructure, and durable materials. Our planting, grading, and irrigation concepts plans are intertwined to create durable landscapes that conserve water resources and require low maintenance. Alta selects native and adapted plants specifically for each project's local climate and design irrigation systems with weather-based irrigation controllers that are automatic and self-adjusting. We blend ecological function with landscape aesthetics by incorporating green infrastructure elements such as pervious pavement, vegetated bio-swales, vertical green screens, and trees.

TRAIL AMENITIES

Alta's designers can create trail features that reflect your community's unique culture and provide recreation, education, and inspiration. Installations and signage can educate trail users about the history of the trail, local ecology, or environmental concerns. Providing benches at rest areas and viewpoints encourages people of all ages and capabilities to use the trail.



Alta led the planning and preliminary design phase for the project branding, wayfinding, and gateway elements for the CV Link Master Plan and Design in Coachella Valley and is currently leading the design engineering phase.

ALTA COMPANY HIERARCHY

CEO: Mia Birk

Founder and Principal: Michael Jones

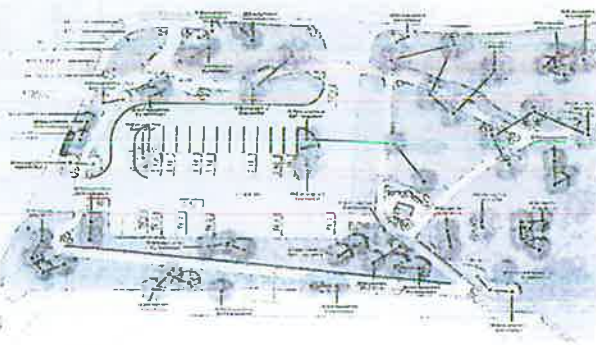
Vice President: Brett Hondorp, Joe Gilpin, John Cock, Steve Durrant

Principal: Gavin Davidson, George Hudson, Jeff Olson, Jennifer Donlon Wyant, Jessica Roberts, Katie Mangle, Matt Hayes, Mike Rose, Carolyn Sullivan, Natalie Lozano, Paul Wojciechowski, Wade Walker

OFFICE LOCATION AND STAFF ALLOCATION

The location from which the work under this contract will be provided is **Los Angeles, California**. Staff allocation is listed below.

- George Hudson: 214 project hours
- Greg Maher: 880 project hours
- Emily Duchon: 458 project hours
- James Powell: 480 project hours
- John Lieswyn: 224 project hours
- Erin Feehily: 428 project hours



Alta is currently leading a design team to prepare construction documents, environmental documents, and obtain permits to implement the 12-mile Park to Playa trail.

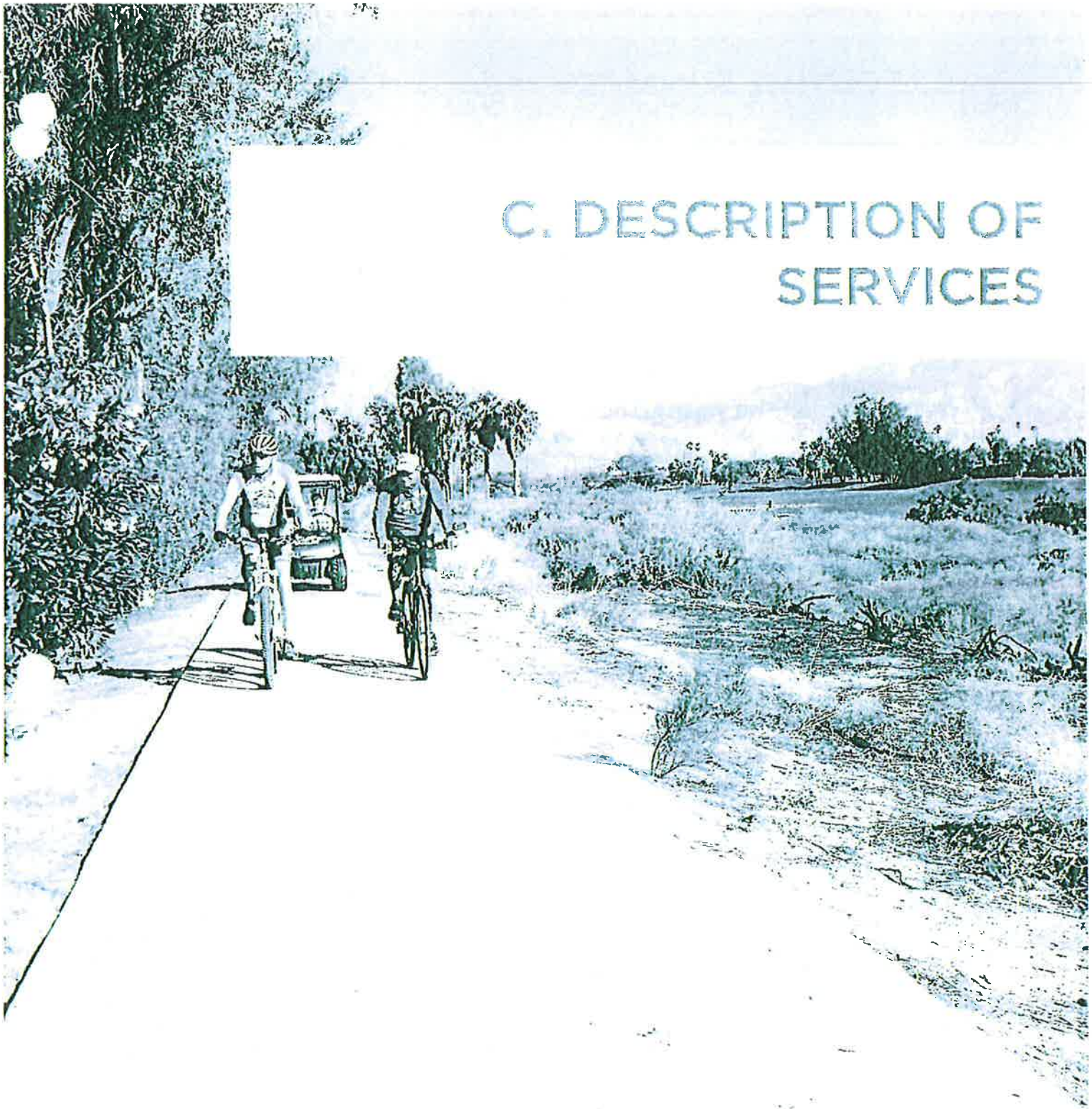
Cambridge Systematics

Cambridge Systematics, Inc. specializes in transportation and is dedicated to ensuring that transportation investments deliver the best possible results. By providing innovative policy and planning solutions, objective analysis, and technology applications, they help clients meet future transportation needs while improving the performance of existing infrastructure and operations. Above all, the firm is committed to clients' success in making transportation better for future generations. Cambridge Systematics specializes in:

- Policy, strategic planning, and management; transit; rail planning; economic analysis; freight systems and intermodal planning; transportation safety; transportation and the environment; forecasting; operations and simulation; performance-based planning and program management; innovative financing strategies; software and information technology consulting; and geographic information systems and data management.
- Customized tools and products for operations management, including regulatory systems for commercial vehicles; infrastructure management, including bridge, pavement, planning, and budgeting systems; and planning and program development, including freight analysis and other tools to help our clients evaluate, prioritize, and optimize investment in transportation projects and programs.

Cambridge Systematics serves local, state, national, and international agencies in the public and private transportation industries.

C. DESCRIPTION OF SERVICES



EXECUTIVE SUMMARY

We understand that the Riverside County Regional Park and Open-Space District, as the managing agency for the county's trail network, is seeking a qualified Consultant with established knowledge and expertise in all aspects of trail master plans to develop a Comprehensive Trails Plan for Riverside County Regional Park and Open Space District and Riverside County. The county has a long history of working collaboratively with the public through the citizen-led County Trails Committee established around 1986. The first county trail plan was completed in 1991 and categorized two trail types, regional and local, with approximately 100 miles of trails and a set of policies and guidelines for trail development. Today, this system has grown to include six trail classifications and almost 2,300 miles of trail. The trail network has become a key part of the County's Non-Motorized Circulation Element. The County recognizes the value the trail system has in building healthy communities and improving livability. This planning effort is a direct response to the County and the community's desire to continue to grow the trail network in a manner that is sustainable and responsive to the evolving needs of the community.

Alta Planning + Design takes a ground-up approach in developing a trail master plan. We intend to spend some time out in the field assessing existing condition to understand the specific opportunities and challenges presented by some of the regional trails. We will work closely with stakeholders, managing agencies, and property owners in a collaborative planning process leading to the development of a well-supported trail master plan with clear policies, operational and maintenance requirements, implementation guidance and design standards for trail typologies that respond to local needs and concerns. This approach has proven successful in getting projects planned, approved, funded and built. Nationally, Alta has experience on over 500 trail and bikeway plans, many of which are constructed and in use today.

It is our intention based on the scope and information from the pre-bid meeting to develop a plan that will:

- Provide an analysis of the current trail segment assessment, catalogue the District's inventory of existing trails and trail classifications (such as recreational trails and alternate transportation corridors)
- Analyze system gaps, property rights, and approaches for acquisition
- Develop context sensitive, sustainable trail design guidelines through analysis and recommendations of the current standards
- Examine key policy issues related to trails such as: land use, easements, liability, unsanctioned use, illegal motorized trail use
- Develop a plan for trail implementation and phasing
- Provide maps, signs, and wayfinding recommendations to support trail use
- Define the District's role as lead agency or manager of the County trails program
- Identify agencies for potential trails partnerships and recommend immediate and long-term funding models
- Provide a framework of recommendations that will serve as a blueprint for future trails planning, maintenance, and development
- Develop and implement a trail-user survey with data analysis to help inform the master plan

The District intends that the Trails Plan will provide policies and standards to encourage and promote new trails and recommend improvements to existing trails, taking various factors into consideration, including circulation, accessibility and connectivity, and property rights. It is further understood that the Trails Plan is intended to recognize and coordinate the inclusion of the existing twenty-one regional area plan trail systems in the Final Trails Plan. Specifically, it is understood that the District is seeking a characterization of the existing conditions within the plan area, comprising an inventory of existing and mapped trails or trails easements, preferred trail alignment including needs, and identification of "gaps" and "missing" segments required to improve connectivity. The Trails Plan should then provide an analysis of potential trails and connectors between prime destination points that provide the opportunity for enhanced recreational opportunities for County residents and visitors.

WORK PROGRAM

We are flexible in our approach, project schedule and budget and can refine this to meet your specific needs. The work will proceed in the following order:

Task 1. Project Coordination and Schedule

TASK 1.1 PROJECT INITIATION MEETING

Alta will kick-off the project in a meeting with the District to discuss the project scope, schedule, budget, and issues to be addressed and anticipated. Agenda items for the kick-off meeting will include discussion of a list of countywide stakeholders who would be intended to act as an advisory group for the project and the goals and procedures for the trail survey. Discussion of the frequency and type of meetings will also be on the agenda. The Alta Team will provide meeting notes that record key discussion points and decisions made and any follow-up tasks and responsible party listed.

TASK 1.2 GENERAL PROJECT MANAGEMENT/MEETINGS

Alta's Project Manager, Greg Maher, will manage the project from inception to completion. Alta will provide a draft work plan within ten (10) days and a revised final plan within fifteen (15) days of the contract award and notice to proceed. Alta will consult regularly with District throughout the course of the project and shall meet in person or by teleconference once a month for the duration of the project. Monthly status reports will be delivered to the District to keep the project on schedule and stakeholders apprised of the progress of the work.



Alta brings an extensive history of building consensus with agencies, organizations, and community groups in planning and decision making for parks, open space and trails.

Additional meetings are anticipated to review draft deliverables and discuss key issues during the planning process. These will include meeting with the District's Advisory Commission and Trails Committee, Riverside County Board of Supervisors, and Board of Director's briefings, and bi-monthly stakeholder's meetings.

These meetings are intended to engage the stakeholders and committee members on key issues during the planning research process and plan development in order to gather information and build consensus for the plan. Initially, the meetings will be structured to get on-the-ground information from the District, the Advisory and Trails Committee, and stakeholders and lay the groundwork plans for moving forward and the group's continued involvement. As the bi-monthly meetings progress, the meetings will be used to update members on the plan's progress as well as to discuss any issues that come up during the development of the plan. Some of these meetings may be held in tandem with other meetings or by telephone conference call and will be negotiated during the project kick-off meeting and final scope review discussed in Task 1.1.

Alta brings an extensive history of building consensus with agencies, organizations, and community groups in planning and decision making for parks, open space, and trails. The effort to develop the Plan should be guided by informed community members as well as technical experts, with opportunities for stakeholder groups, communities of interest, and the general public to be involved early in the planning process, leading to a sense of ownership and support for the resulting plan. The aspects of the Plan responding to resource constraints and opportunities will be developed and guided by the goals and performance measures outlined in the County's Draft Non-Motorized Circulation Element.

TASK 1.3 QA/QC

Alta maintains a quality assurance/quality control system along with strict adherence to established business procedures. Major submittals will be reviewed by personnel not directly involved with the project to ensure that Alta and client quality standards are met. We utilize senior level staff for submittal reviews and clearly communicate project requirements to the entire project team so that all team members understand the project expectations.

Our team employs a three-tier quality control system that includes (1) an in-house editor who reviews all

materials, (2) independent review by principals, and (3) in-house scheduling and management tools.

Our QA process will provide both plan verification and schedule compliance. The QA program will be led by the Principal-in-Charge, whose primary role will be to ensure the integration of goals of the project and to verify the accuracy and consistency of project deliverables.

TASK 1.4 DATA COLLECTION

The District will provide the Consultant with the most current GIS information of the county trail system as well as any needed data relating to the existing twenty-one county area plans, identification of stakeholder groups and existing trail user data.

Alta will plan for up to ten (10) additional site visits to the surrounding area as required to do any necessary on-the-ground research. Attempts will be made to combine site trips with other meetings or trips to the County.

Task 1 Deliverables:

- The Alta Team will attend a Project Kick-off Meeting and provide a draft and final project work plan and critical path schedule to be maintained and updated at regular intervals during the course of preparation of the trail master plan. The Alta Team will provide meeting notes that record key discussion points and decisions made and any follow-up tasks and responsible party listed.
- In addition to the Kick-off Meeting, Alta will attend in-person or teleconference monthly District Staff briefings; up to eight (8) District Advisory Commission and Trails Committee meetings; one (1) County Board of Supervisor's/Board of Director's briefing meetings; and bi-monthly stakeholder meetings.
- Data request memo and County supplied GIS data and any other help related to the twenty-one county Area Plans, identification of stakeholder members, and existing trail user data.

Task 2. Trail Survey

TASK 2.1 TRAIL USE SURVEY

The objective of this survey will be to assess and understand the popularity of biking and hiking trails for both recreational and commuting activity. Having this information will help inform the master planning

effort by allowing us to make recommendations that accommodate the specific needs of the trail users. Cambridge Systematics will lead this effort and will be working with our vendor the Redhill Group to administer the surveys, in consultation with the County and Alta. The specification for surveys described in Part 1 of the RFP will be best served by a three-pronged research approach with three separate survey activities. A general public survey and trail counts are proposed, along with an optional intercept study, subject to funding:

- **General Public Survey:** A household survey of the general public within the County will determine the use, attitudes, preferences, and value county residents place on the trail system for both recreational and utilitarian trips (i.e., commuting, school, and shopping trips). While this sample requires the most resources and sophisticated survey instrument, household surveys remain the most effective means of assessing the overall regard for a public resource.
- **Santa Ana Trail Use Counts:** A bike and pedestrian count will quantify volume of usage of the Santa Ana River Trail as an alternate use transportation corridor. This is a relatively inexpensive and effective method of measuring activity, and conducted at multiple times of days and days of week can quantify the usage patterns.
- **OPTIONAL TASK:** An intercept study of trail users: This survey would gather opinions and feedback from current users of trails. The sample would be the most expensive to collect and will require budget beyond the amount available for this task. We propose, therefore, that we discuss in Task 1 with the Advisory Commission and Trails Committee the needs and priorities for the data this survey would collect.

General Public Survey

Cambridge Systematics will collect a total of 400 surveys in the study area to gauge awareness, popularity and use of the biking and hiking trails as a recreational activity. This sample size will yield results that are accurate to +/-4.9 percent at a 95 percent confidence level. Redhill Group will administer surveys using a mixed methodology of telephone and online surveying to ensure that respondent demographics are representative of the study area. Telephone surveys will use a combination of Random Digit Dialing (RDD), listed samples and mobile samples to minimize land-line bias.

Directions to Surveyor: Please read and follow the instructions below. The survey is to be completed by the surveyor. The survey is to be completed by the surveyor. The survey is to be completed by the surveyor.

Surveyor Information: Name: _____ Title: _____

Survey Questions:

- At which location did you board the bicycle?

Location	Frequency
1. _____	_____
2. _____	_____
3. _____	_____
4. _____	_____
5. _____	_____
6. _____	_____
7. _____	_____
8. _____	_____
9. _____	_____
10. _____	_____
- Where are you going right now?

Location	Frequency
1. _____	_____
2. _____	_____
3. _____	_____
4. _____	_____
5. _____	_____
6. _____	_____
7. _____	_____
8. _____	_____
9. _____	_____
10. _____	_____
- How did you get to that location?

Location	Frequency
1. _____	_____
2. _____	_____
3. _____	_____
4. _____	_____
5. _____	_____
6. _____	_____
7. _____	_____
8. _____	_____
9. _____	_____
10. _____	_____
- Where are you going to the station?

Location	Frequency
1. _____	_____
2. _____	_____
3. _____	_____
4. _____	_____
5. _____	_____
6. _____	_____
7. _____	_____
8. _____	_____
9. _____	_____
10. _____	_____
- What are the reasons you are using the bicycle?

Reason	Frequency
1. _____	_____
2. _____	_____
3. _____	_____
4. _____	_____
5. _____	_____
6. _____	_____
7. _____	_____
8. _____	_____
9. _____	_____
10. _____	_____
- What are the reasons you are using the bicycle?

Reason	Frequency
1. _____	_____
2. _____	_____
3. _____	_____
4. _____	_____
5. _____	_____
6. _____	_____
7. _____	_____
8. _____	_____
9. _____	_____
10. _____	_____
- Think about your trip from this station to the next station. (If you don't have your bike, have a car, and you are not a driver, check all that apply.)

Mode	Frequency
1. _____	_____
2. _____	_____
3. _____	_____
4. _____	_____
5. _____	_____
6. _____	_____
7. _____	_____
8. _____	_____
9. _____	_____
10. _____	_____

Surveyor Information: Name: _____ Title: _____

The Alta team will design the general public survey instrument to assess the popularity of biking and hiking trails. Alta designed this bicycling survey for LA Metro.

Cambridge Systematics, working in concert with Alta and the County, will design the general public survey instrument to assess the popularity of biking and hiking trails for use as a recreational activity for major population areas in the county. The instrument will focus on measuring awareness of current trails and facilities, frequency and reason for trail use, interest in planned expansions and will also capture key demographic information to allow for market segmentation and analysis of results. Potential topics may include:

- Awareness of trails
- Frequency of use, including time of day and day of week to develop trail use profiles (e.g., commuting, recreational, mixed)
- Specific facilities used
- How trails are used, including biking, walking, and equestrian
- Reasons for using trails, including exercise, enjoyment, mobility, financial, environmental, etc.

- Satisfaction with trail amenities: Parking, trash and recycling, shade, benches, drinking water, restrooms, other
- Origin/Destination
- How trails are accessed (by car, bike, walking, etc.) and the satisfaction with biking and walking access facilities
- Safety, including perceptions of personal safety and security, and of safe facility design
- Planned trail expansions/improvements, including awareness, interest
- Demographics, including age, gender, ethnicity, income, household size, zip code

Prior to conducting the survey, we will test the instrument (online and telephone) internally and then with 20 live respondents to ensure that all questions are understood by respondents and that skip patterns are functioning correctly. The Alta Team will present the results to the County and, if desired to the Advisory Commission and Trails Committee, for approval before proceeding with deployment and data collection.

Throughout the data collection process, we will ensure the highest quality data is collected. Redhill Group conducts household surveys with on-line, phone or field sampling techniques using the latest technological advances to capture data accurately and efficiently. Redhill Group staff supervise all research conducted directly to ensure the highest quality datasets. Their sampling techniques and execution allows for:

- Automatic rotation or random order rotation of both responses and questions to eliminate response-order bias.
- On-line calculations based on a combination of respondent answers and client provided formulas so that the results can then be inserted into a pre-determined follow-up question.
- The ability to automatically track multiple responses and ask follow-up questions pertaining to each of those responses.
- The ability to automatically track respondent requested callbacks thereby improving the response rate.

All telephone interviewers receive project specific training prior to conducting surveys and full-time quality management supervisors assure data integrity throughout the data collection process. Completed

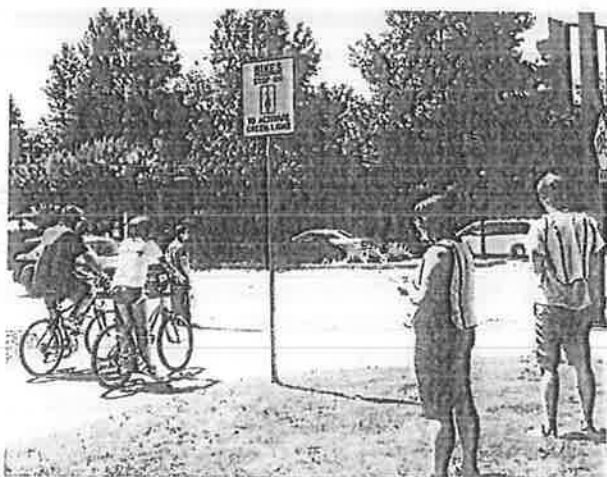
surveys are immediately reviewed to ensure completeness, accuracy and internal consistency and callbacks to respondents to verify selected responses. Silent monitoring of surveys in progress ensures that questions are asked in a consistent and accurate manner and that bias is not introduced. Following data collection all open ended responses will be coded and tabulated and a final data file will be prepared.

Task 2.1 Deliverables:

- Draft and Final Survey Instrument Online and Telephone (English and Spanish)
- 400 completed general public surveys
- Data File

Physical Use Count of Trail Users

We will conduct a physical use count to determine the volume of users of the trail. We propose to conduct counts at 10 strategically selected locations on the trail on weekdays during the designated peak periods. If additional funding is available, we will conduct counts on weekends as an optional task. The Alta Team will work with the County to select locations that are considered representative of trail traffic or locations where new bicycle and pedestrian facilities are being considered. We will conduct a morning and evening peak count at each location. We will develop the survey counting observation instrument jointly with the survey Project Manager to collect counts in (two/four directions). The count data we expect will be gathered will include bike (type), walk/jog, stroller, horse, gender, other (e.g. skateboard, scooter, or skates)



We will conduct a physical use count to determine the volume of users of the trail.

OPTIONAL TASK: INTERCEPT SURVEYS WITH TRAIL USERS

We understand that information gathered from intercept surveys with trail users may support some of the RFP's objectives. Nevertheless, this data is not critical for a broader assessment of the population's use and regard for the trail system, nor is it necessary to demonstrate the standard of rough proportionality required in a to a nexus analysis as specified in the State development impact fee statutes (66000 et. seq.). Therefore, we propose this survey as an optional task that we would be able to design and conduct if additional budget were made available.

Sampling Frame: If directed, we recommend a total sample of 300 completed intercept surveys of trail users at strategic locations (trail heads, entry exit points and major attractions) which will yield results that are accurate to ± 5.7 percent at a 95 percent confidence level. Depending on the budget available and the interest of the Project Manager, Advisory Commission and Trails Committee, we would collect responses at selected locations on weekdays during peak periods and on weekends. Our staff would conduct interviews using tablets for both data security and to minimize the possibility of litter from discarded surveys. Participants will receive a nominal incentive such as a trail snack or other appropriate item for participating in the survey.

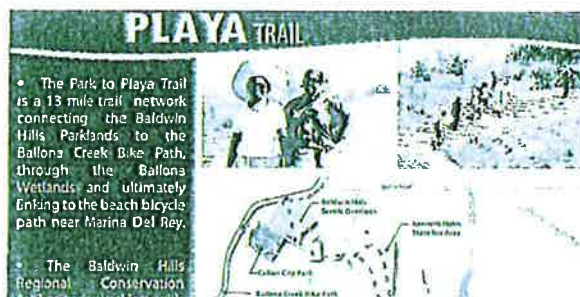
Survey Instrument Design: Cambridge Systematics will develop the survey instrument jointly with Alta and the County to determine how and why individuals use the trails during peak commute periods. Potential topics, as with the telephone survey, may include:

- Mode for today's trip: Bike (type), walk, horse, other
- Access (ingress and egress) modes: Car, carpool, shared ride, bike, walk, transit, other
- Origin (ingress): Distance travelled, home zip code
- Frequency of use
- Time of use
- Facilities used today
- Trip purpose today: Commute-work, commute-school, recreation
- Reasons for riding bike: Exercise, enjoyment, mobility, financial, environmental, other
- Satisfaction with trail amenities: Parking, trash and recycling, shade, benches, drinking water, rest-rooms, other
- Origin/destination

- Trail maintenance
- Safety
- Planned trail expansions/improvements: Awareness, interest
- Demographics, including age, gender, ethnicity, income, household size, zip code

Communications: We will obtain approval from the required agencies prior to the conduct of the survey and distribute information to personnel who might come in contact with the interviewers to ensure they are informed of the data collection effort in advance of surveying. To improve participation, we recommend that information regarding the data collection efforts be posted on Riverside County Regional Park and Open Space websites and other regional websites as well as social media.

Data Collection: Data collection will occur over a two-week period that has been designated to avoid any special events which might bias the data collection. During the data collection period, interviewing staff will be directed by an on-site supervisor who will be present to answer questions and monitor staff. All interviewers will be required to complete a training course which includes an explanation of project objectives, training on the survey instrument, interviewing protocol and data privacy. Because all data is collected on tablets, issues regarding data privacy are minimized. All staff involved will be badged and wear uniform shirts or tee-shirts that clearly identify them as interviewers. At the beginning of each shift all staff receives a daily briefing. To ensure data quality, interviewers are randomly monitored by supervisors throughout the shift. Once a survey has been completed, the interviewer does not have access to the data. Following each shift, data is transmitted to a secure server.



To improve participation, we recommend that information regarding the project be posted on regional websites and social media.

Task 2.1 Deliverables:

- Draft and Final Survey Instrument (English/Spanish)
- *Optional:* 300 Completed Intercept Surveys

TASK 2.2 BEST PRACTICES SURVEY

Survey of Peer California and Western State Agencies

The specification for surveys described in Part 2 of the RFP will require development and implementation a survey of trail management agencies. This survey will allow the County to better understand the levels and patterns of use on several trail systems in California and in select metropolitan areas in the western U.S. outside of California. The survey will also provide information on funding levels and sources as well as practices regarding development, operations, and maintenance of trails.

Cambridge Systematics will lead the development of the management agency survey, with input from the District staff and the project action group. The survey will collect best practices for funding methods with a focus on methods which could be most easily replicated in Riverside County. The first step in the development of the survey is to confirm and refine the purpose. A specific set of objectives will be identified in consultation with the County to guide the development of the survey itself. Once the objectives and scope of the survey have been clearly defined, Cambridge Systematics will develop a draft survey questionnaire for review. We will also develop a set of evaluation criteria for ranking trail development and maintenance practices among these peer agencies. Although the intent of the survey will be refined within the project, it is expected that the following topics will be addressed at a minimum:

- Existing trail use patterns, including available information about the level of recreational vs. utilitarian trips. To the extent it is available, supporting information such as time of day, day of week, and seasonal variation will be requested.
- Trail user information such as age, gender, frequency of use, and trip purpose.
- Existing funding levels and sources.
- Capital improvements budgeting process.
- Maintenance practices, funding and policies.
- Interjurisdictional agreements and partnerships.

To identify survey participants, Cambridge Systematics will build on current research they are conducting for SCAG as part of the Regional Transportation Plan/ Sustainable Communities Strategy (RTP/SCS). We will work with the focus group participants to identify other California peer agencies and peer agencies in other western states we should survey. Possible stakeholders we may consult include the Safe Routes to School, selected members of bicycle advocacy groups in Southern California, and the dozen metropolitan and regional planning organizations we work with in the western states.

Task 2.2 Deliverables:

- Draft and Final Survey and results
- Findings from management survey

Task 3. Research

TASK 3.1 GENERAL PLAN & NON-MOTORIZED CIRCULATION ELEMENT BIKEWAY & TRAILS PLANS

Alta will review and analyze existing and proposed circulation elements as background for data analysis and policy recommendations for the Trails Plan as well as a sampling of other County cities. This will include the 2008 Draft Riverside County General Plan Circulation Element, Trails and Bikeway System updates. Alta will also review General Plans of other counties within the SCAG region for background on best practices from within the Southern California region. Alta will examine the researched General Plans for their guidelines pertaining to trail development and standards, implementation, and maintenance.

TASK 3.2 DISTRICT/COUNTY AREA PLANS

Alta will review and analyze all twenty-one pending Area Plans submitted for the County's General Plan update for issues pertaining to trail manageability, connectivity and feasibility, provide recommendations for trail guidelines and make suggestions for Area Plan revisions related to the trail system. Alta will analyze each area plan in the context of the Regional Trail network as defined by the County of Riverside Board of Supervisors Board Policy J-11. This policy addressed the Regional Trail network and placed responsibility for the network with the District. The policy suggests that the responsibility of the Local/Community network be placed with the local communities or recreation providers.

Shared Use Paths

Description

Shared use paths can provide a desirable facility, particularly for recreation, and users of all skill levels preferring separation from traffic. Bicycle paths should generally provide directional travel opportunities not provided by existing roadways.

Guidance

Width

- 8 feet is the minimum recommended by AASHTO for a two-way bicycle path and is only recommended for low traffic situations.
- 10 feet is recommended in most situations and will be adequate for moderate to heavy use.
- 12 feet is recommended for heavy use situations with high concentrations of multiple users. A separate track (5' minimum) can be provided for pedestrian use.

Lateral Clearance

- A 2 foot or greater shoulder on both sides of the path should be provided. An additional foot of lateral clearance (total of 3') is required by the MUTCD for the installation of signage or other furnishings.

Overhead Clearance

- Clearance to overhead obstructions should be 8 feet minimum, with 10 feet recommended.

Striping

- When striping is required, use a 4 inch dashed yellow centerline stripe with 4 inch solid white edge lines.
- Solid centerlines can be provided on light or blind corners, and on the approaches to roadway crossings.

Terminate the path where it is easily accessible to and from the street system, preferably at a controlled intersection or at the beginning of a dead-end street.



Discussion

The AASHTO Guide for the Development of Bicycle Facilities generally recommends against the development of shared use paths along roadways. Also known as "sidepaths," these facilities create a situation where a portion of the bicycle traffic rides against the normal flow of motor vehicle traffic and can result in wrong-way riding when either entering or exiting the path. Additional treatments such as warning signage and crossing markings should be added at commercial driveways and side streets to maximize visibility.

Additional References and Guidelines

AASHTO. (1998). Guide for the Development of Bicycle Facilities. (2nd ed.). Washington, D.C.: American Association of State Highway and Transportation Officials.

Materials and Maintenance

Asphalt is the most common surface for bicycle paths. The use of concrete for paths has proven to be more durable over the long term. Saw cut concrete joints rather than troweled improve the experience of path users.

Alta will provide detailed, graphically clarified trail design guidelines for the master plan that are type and context-specific.

TASK 3.3 APPROVED STANDARDS AND UTILIZED TRAIL TYPES

Alta and Cambridge Systematics will complete a comparative analysis of current County trail standards against information currently recommended by industry standards as outlined in Task 2.2 and make recommendations for revisions to existing county trail standards.

Alta will provide detailed, graphically clarified trail design guidelines for the master plan that are type and context-specific. Specific challenges will be addressed, such as cross-slopes, drainage situations, and combinations of use. Trails are about connections, both in the physical sense of linking people to places, and also in the symbolic sense of connecting people to the environment and historical roots of a region. We will propose elements with sensitivity and respect for the local "sense of place" through layout, materials and design elements that reflect the natural and cultural landscape and preferences of the participants. We will help design sustainable public access improvements that enhance and take advantage of these values.

TASK 4.3 FUNDING ASSESSMENT

Alta will analyze data from the trails survey as well as national best practices to determine real costs for the development and maintenance of a manageable trail network for Riverside County. The analysis will determine the initial short term and long term processes for securing funding for trails development and maintenance.

Task 4 Deliverables:

- Research and review issues that impact trail development; potential lead agency and trail partner roles and responsibilities for the master plan implementation and best practices for funding trail development and maintenance
- Written chapters of the Trails Policy Statement will be submitted to the District for review and comment
- Revisions as necessary for inclusion in the draft master plan.

Task 5. Draft and Final Comprehensive Trails Plan

TASK 5.1 DRAFT TRAILS PLAN

Alta will compile data, information, recommendations regarding existing conditions, mapping, standards, policies, and management into a draft Trails Plan which clearly outlines priorities and timelines. Ten (10) hard copies of the draft plan shall be submitted to the District for review, along with one (1) black and white, one (1) color and one presentation quality digital copies in PDF format. Alta will further provide the District with appropriate written material and graphics for public presentations.

TASK 5.2 FINAL TRAILS PLAN

Alta will deliver a final plan that includes all elements from the Scope of Work. Deliverables will include revisions to the draft Trails Plan based on consolidated comments from the District and its partners and stakeholders. Alta will deliver twenty-five (25) full color copies of the final plan along with one (1) black and white, one (1) color digital copies for public reproduction and two (2) computer disks with the Final Trails Plan and all related graphics for use by the County in making updates.

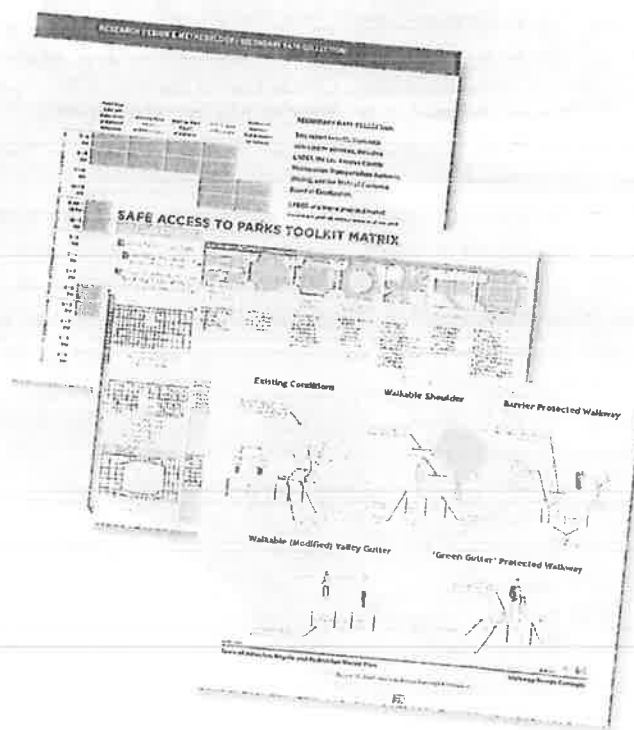
Task 5 Deliverables:

- Draft Comprehensive Trails Plan to District for review and comment

- Provide ten (10) hard copies of the Draft Plan for review along with one (1) black and white, one (1) color and one (1) quality digital copy in PDF format
- One revisions as necessary of consolidated comments
- Final Comprehensive Trails Plan to District
- Provide twenty-five (25) full color copies, one (1) black and white, one (1) color digital copies of the final plan; and two (2) computer discs of the Final Trail Plan and all related graphics.

SUBCONTRACTING

Alta Planning + Design will be subcontracting to **Cambridge Systematics, Inc.**, for the performance and analysis of the trail survey at about 13% of project participation. We will also work with the vendor **Redhill Group** to perform field surveys and counts, at about 8% project participation.

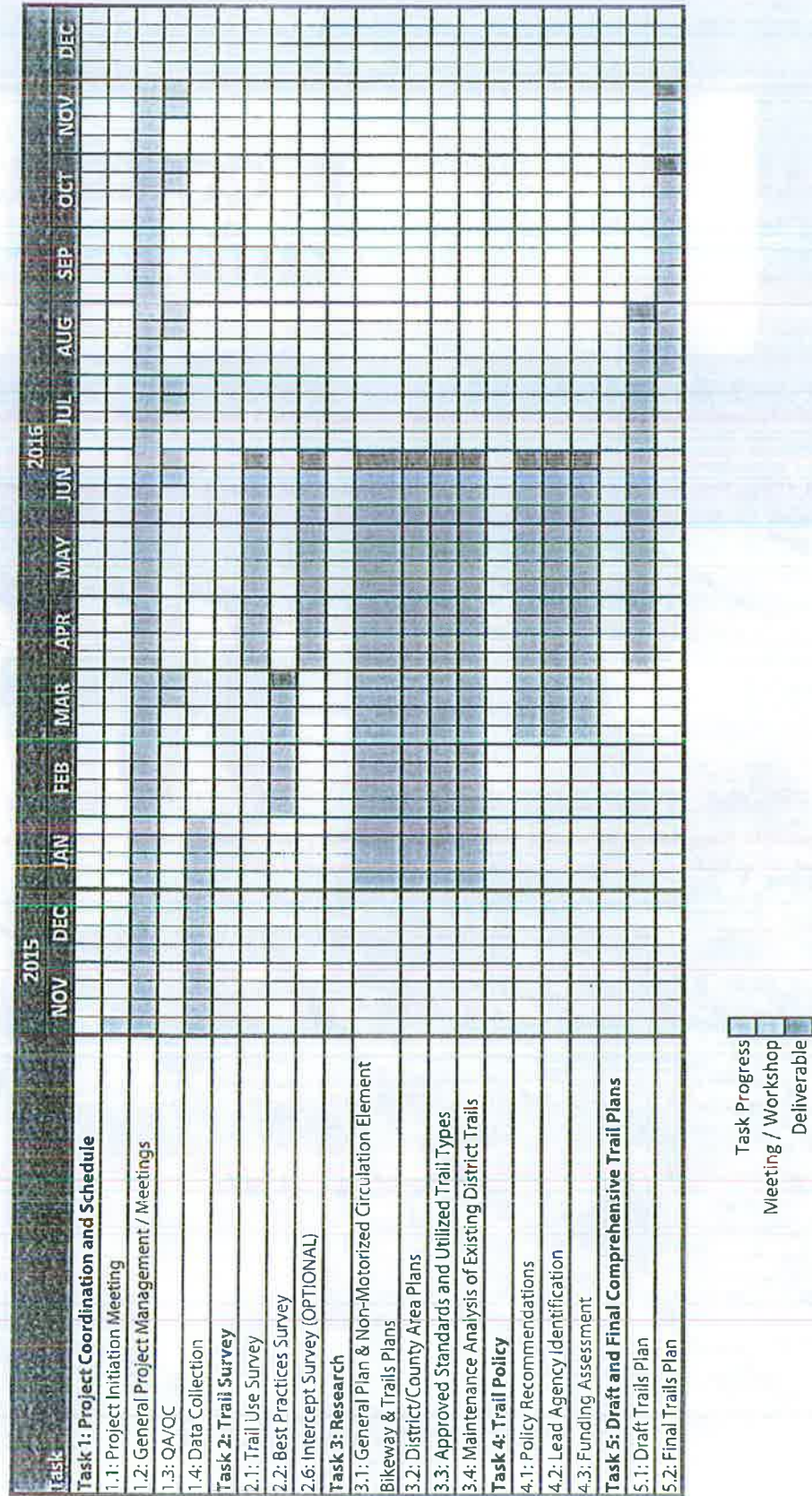


The Trails Plan will be user-friendly, highly visual, and will serve to guide development of trail facilities and further the goals and vision for the trail network in Riverside County.



D. PROJECT SCHEDULE

PROJECT SCHEDULE





F. CONSULTANT'S QUALIFICATIONS



F. CONSULTANT'S QUALIFICATIONS

KEY PERSONNEL

Alta Planning + Design will manage the team for the Riverside County Comprehensive Trails Plan. **Alta Principal-in-Charge George Hudson, PLA** will provide project guidance and quality control and review, and **Greg Maher, PLA** will serve as **Project Manager**, coordinating project tasks and working directly with

the the Riverside County Regional Park and Open-Space District. The team includes additional highly qualified planners and designers who are passionate about improving trail networks and awareness. **Our team also includes Cambridge Systematics for data, counts, and survey analysis.**



GEORGE HUDSON, PLA
Principal-in-Charge
Alta



GREG MAHER, PLA
Project Manager
Alta



EMILY DUCHON, ASLA
Associate Designer
Alta



JAMES POWELL
Senior Designer
Alta



JOHN LIESWYN, PTP
Senior Planner
Alta



ERIN FEEHILY
Designer
Alta



George Hudson, PLA

Principal-in-Charge

George Hudson is a Professional Landscape Architect with 28 years of experience and is one of the leading trail and bikeway designers in the Western United States. He has worked exclusively on alternative transportation projects for the past 18 years. He has acquired right-of-ways, master planned over 300 miles of alternative transportation routes, secured in excess of \$10 million dollars for development projects, facilitated the public process on hundreds of projects, addressed endangered species issues in conjunction with development projects, successfully negotiated trail rights with railroads, and overseen \$35 million dollars of construction. George has a proven record of successfully working on complex projects requiring a multi-disciplinary team approach.

EDUCATION

MLA, University of
Oregon, Eugene, 1985

BLA, University of
California, Berkeley, 1983

PROFESSIONAL HIGHLIGHTS

Alta Planning + Design,
2000-

City of Portland, Parks &
Recreation, 1990-2000

Mayer Reed Landscape
Architecture, 1989-1990

Tsubio Mamuyac &
Associates, 1985-1989

PROFESSIONAL REGISTRATIONS

Registered Landscape
Architect: California
(#4455)

RELEVANT EXPERIENCE

TAHQUITZ CREEK TRAIL MASTER PLAN, PALM SPRINGS

Alta worked with the City of Palm Springs to develop a master plan for the Tahquitz Creek Multi-Use Trail System. The plan establishes new linkages for pedestrians, cyclists, and equestrians while seeking to restore and beautify the creek from its current channelized state. The design process included three key tasks: assessing opportunities and constraints, building community and stakeholder consensus around design concepts, and permit approval processing. The plan draws from the area's rich historical, cultural, and natural identity, with creative interpretive and design elements.

TRIANGLE GATEWAY, PALM SPRINGS

Alta worked as part of a consultant team to provide the City of Palm Springs with a site plan for the Tahquitz Creek Triangle Gateway. Alta provided coordination with both the City of Palm Springs and the Riverside County Flood Control District to create a landmark for the City of Palm Springs as well as a welcoming access point for the CV Link. Design alternatives investigated two design options. George was the principal-in-charge.

CV LINK MASTER PLAN AND ENGINEERING, COACHELLA VALLEY

George was the project manager for the development of the master plan for a nearly 80-mile portion of the Coachella Valley's CV Link multi-use pathway and is now leading a multi-disciplinary team through the design engineering phase. The CV Link will ultimately connect nine cities within the Eastern Riverside County region. The team is preparing a parkway master plan, a Neighborhood Electric Vehicles (NEV) Plan to meet legislative requirements, and construction documents for an initial fifty-mile first phase.

MOJAVE RIVERWALK, VICTORVILLE

George led a multi-disciplinary team of professionals to develop a master plan for this 8-mile trail within a riparian corridor that runs through the Mojave Desert. The project includes consensus-building with multiple agencies in San Bernardino County, including the Department of Fish and Wildlife, Army Corp of Engineers, Flood Control District, County Parks, the Burlington Northern Santa Fe Railroad, and surrounding businesses, as well as the immediate neighbors. The project scope includes development of a full environmental impact report and the site is home to several endangered species.

Project Manager/Contact Person

Greg is a Registered Landscape Architect with 10 years of experience in architecture, landscape architecture and alternative transportation mode projects. Through his background in design, project management, and construction management he has developed strong organizational skills to keep projects moving smoothly through all phases of implementation. Greg has managed and implemented projects of varying scales and complexity ranging from medians to multi-jurisdictional trail networks, and has been instrumental in keeping those projects on schedule and on budget. His experience in conducting community outreach efforts on behalf of these projects has demonstrated his ability to engage all community stakeholders in planning; a critical element in the creation of successful projects.

Certificate in Landscape
Architecture, University
of California, Los
Angeles Extension, 2007

Master of Architecture,
Southern California
Institute of Architecture
(SCI-ARC), 1985

Bachelor of Fine Arts,
Design, University of
California, Los Angeles,
1981

Registered Landscape
Architect: California
(#5670)

Alta Planning + Design,
Senior Designer, 2012-
Troller Mayer Associates,
Designer/Project
Manager, 2005-2012

The Marion Rosenberg
Office, Office Manager,
1984-2005

Frederick Fisher and
Partners, Associate, 1985

Frank Gehry and
Associates, Special
Projects Associate, 1984

SANTA ROSA VALLEY TRAILS MASTER PLAN, VENTURA COUNTY

Alta developed a Trails Master Plan for the Santa Rosa Valley, a residential community in unincorporated Ventura County. The Plan will recognize a formal system of "multi-use trails" for pedestrians, bicyclists, equestrians, and other users. Ultimately, the Plan could be incorporated into the County's General Plan to inform future development. The Alta team also developed design and operating guidelines and trail standards for future development in the area. Greg was the project manager.

Greg is assisting the design team in preparing construction documents, environmental documents, and obtaining permits to implement the project. The vision is to create a seamless trail that connects urban residents in the Baldwin Hills area of central Los Angeles to nearby parks, open spaces, and a corridor extending to the coast. It will be realized through cooperation of multiple agencies and jurisdictions, including the Mountains and Recreation Conservation Authority, California State Parks, Los Angeles County Parks, Los Angeles City Parks, the City of Culver City and the Baldwin Hills Regional Conservation Authority. The project will create a regional trail system complete with native habitat restoration, access points, and connections to popular existing parks, and signage, wayfinding, and maps.

Indian Wells Valley covers nearly 400 square miles in the northeastern part of Kern County and is characterized by a dry climate and terrain ranging from flat desert lands to Sierra Nevada foothills. The Plan includes a trails network that addresses the complex needs of the area's residents and visitors for safe, accessible, and appealing recreation facilities while managing the relationship between mountain bicycling, equestrian uses, and off-highway vehicles. Greg is the project manager.

Greg is project manager for the proposed Templeton-Atascadero Bikeway Connector, an approximately 1.3-mile trail gap closure project located between the cities of Templeton and Atascadero, parallel to Highway 101, Union Pacific Railroad (UPRR), and the Salinas River. The team is tasked with designing the alignment for the trail gap closure from a Class I facility to a Class III facility into downtown Templeton.



Emily Duchon, ASLA, LEED AP *Associate Designer*

Emily is experienced in managing projects that help communities design and implement innovative active transportation solutions, taking projects from master plans and concept design through to construction drawings and administration. Her project experience includes bicycle, pedestrian, and trail master plans as well as Complete Streets, multi-use trail, and wayfinding design. Emily's creativity, energy, and experience in ecological design give her the tools to create vibrant public spaces and transportation networks in communities. Emily's ability to conduct successful community outreach efforts is a valuable asset for building project support and community investment in her projects.

EDUCATION

MLA, University of
Michigan, School of
Natural Resources, 2007

Bachelors in
Environmental Policy,
University of Michigan,
School of Natural
Resources, 2001

PROFESSIONAL ASSOCIATIONS

American Society of
Landscape Architects

US Green Building
Council LEED
Associated Professional

PROFESSIONAL REGISTRATIONS

American Society of
Landscape Architects

LEED Associated
Professional

RELEVANT EXPERIENCE

PARK TO PLAYA TRAIL, LOS ANGELES COUNTY

Emily was the project manager for a trail feasibility study for the 13-mile Park to Playa corridor which will create a seamless trail connecting urban residents with the Pacific Ocean. Emily led public outreach workshops as well as facilitated multiple-agency coordination with numerous stakeholders.

MOJAVE RIVERWALK, VICTORVILLE

The Mojave Riverwalk is a unique nine-mile trail following the Mojave River in southern California's High Desert. The project includes alignments through a rail-with-trail segment along a BNSF freight line, rare High Desert riparian areas, and historic Route 66 sites. Emily's work involved agency coordination, railroad negotiations, design of trailheads and waysides, a sustainable planting plan, and construction document development.

CVAG WHITEWATER RIVER TRAIL STUDY, COACHELLA VALLEY

In 2011, Emily participated in the early stages of envisioning the CV Link project. Emily conducted research on shared bicycle, pedestrian, and Neighborhood Electric Vehicle paths and developed recommended cross-sections for pathway design. This study was key in helping CVAG secure funding for the development of the CV Link project.

SANTA CLARA RIVER TRAIL MASTER PLAN, OXNARD

Alta developed a master plan for a bicycle and pedestrian trail along the southern bank of the Santa Clara River. Emily is involved in developing an existing conditions review, analysis of gaps and geographic impediments, public outreach, standards and safety review, and an implementation program.

OC BIKE LOOP STUDY, ORANGE COUNTY

Alta is part of a team of consultants developing a feasibility study for a 66-mile multi-use path called the Orange County Bike Loop. The feasibility study will develop design concepts and provide next steps to close the Loop's five remaining gaps. Emily is leading the development of a custom wayfinding and sign plan for the regional trail and is contributing to identifying opportunities and determining feasibility of the project study segments.



James Powell, ASLA Senior Designer

James brings a wide range of design solutions to any project. He has contributed expert graphics and design production services to everything from trail improvement projects to complete streets concepts. His recent projects have included design and drafting of construction documents, planting designs for trails and trailheads, planting and landscape plans, and on-street bicycle and pedestrian facilities. James has extensive experience with design software including AutoCAD, ArcGIS, Adobe Creative Suite, and a range of 3-D design and visualization techniques. He has built on experience in advertising and graphic design to bring an understanding of effective visual communication to project design and presentation.

EDUCATION

Master of Landscape
Architecture, California
State Polytechnic
University, Pomona, 2013

Bachelor of Arts,
Humanities, New College
of Florida, 2001

PROFESSIONAL HIGHLIGHTS

Alta Planning + Design,
2013-

Urban Design Studio,
Los Angeles Department
of City Planning,
2011-2012

PROFESSIONAL ORGANIZATIONS

American Society of
Landscape Architects

RELEVANT EXPERIENCE

PARK TO PLAYA TRAIL, LOS ANGELES COUNTY

Building upon Alta's previous feasibility study, Alta is leading a team of consultants to develop construction drawings and environmental documents for the implementation of seven miles of the Park to Playa Regional Trail and wayfinding signs. James prepared construction documents and design details for planting areas, wayfinding, and gateways.

SANTA CLARITA CITYWIDE WAYFINDING SIGNAGE PROGRAM

Alta is providing planning and design services to develop a wayfinding signage program for the city's bicycle and pedestrian network. James is part of the design team developing user orientation maps, informational signage, pavement markings, trailhead kiosks, on-street directional signage, trail mileage markers, and trail identity elements to support easy, safe, and comfortable navigation.

LA METRO RAIL TO RIVER ACTIVE TRANSPORTATION CORRIDOR STUDY

Alta is leading a feasibility study for the Rail to River Active Transportation Corridor Project. The project is a rare opportunity to create a community resource for pedestrians and bicyclists through the heart of South Los Angeles, connecting residential neighborhoods to schools, transit, and other destinations. James produced conceptual street and intersection designs as well as photo simulations.

OC BIKE LOOP STUDY, ORANGE COUNTY

The Orange County Bike Loop is a vision for a 66-mile multi-use path which would link existing regional bikeways to improve regional bicycle transportation. The Southern California Association of Governments funded a feasibility study to develop design concepts and provide clear next steps to close the Loop's five remaining gaps. Alta led the development of a custom wayfinding and sign plan for the regional trail and contributed to identifying opportunities and determining feasibility of the project study segments. James developed graphics for wayfinding signage and diagrams for typical sign placement at intersections, bikeways, and along trails.

MISSION DRIVE COMPLETE STREETS, SOLVANG

Alta assisted the City of Solvang with Complete Streets and non-motorized transportation planning for the important main street of Mission Drive, which is also classified as California State Route 246. James prepared conceptual design for Complete Streets enhancements and assisted with traffic data analysis.



John Lieswyn, MET, PTP Associate Planner

John brings broad experience in public transit, pedestrian and bicycle planning and design to the team. John manages bicycle and pedestrian master plans, plans and designs bikeways, and undertakes all types of transportation research and traffic studies. John combines strong technical skills with enthusiasm and the ability to deliver a full understanding of clients' objectives and requirements. He has facilitated numerous stakeholder workshops and is an engaging public speaker. After representing the USA and corporate sponsors in professional road bicycle races worldwide from 1992 to 2005, John now promotes everyday cycling as an integral part of vibrant communities.

EDUCATION

Master of Engineering in
Transportation (MET),
University of Canterbury,
New Zealand

Public Transport
Planning I & II, University
of Auckland and Monash
University

Bachelors of Science in
Business Administration-
Marketing (BSc),
University of Florida

PROFESSIONAL HIGHLIGHTS

Alta Planning + Design,
2012-present

ViaStrada Limited,
Transportation Planner,
2009-2012

Palmerston North City
Council, Transportation
Planner, 2005-2009

PROFESSIONAL REGISTRATIONS

Professional Transport
Planner (PTP), Institute
of Transportation
Engineers

RELEVANT EXPERIENCE

CV LINK MASTER PLAN AND ENGINEERING, COACHELLA VALLEY

John is the Project Manager for the nearly 50-mile-long bicycle, pedestrian, and Neighborhood Electric Vehicle (NEV) accessible transportation corridor connecting the nine cities of the Eastern Riverside County region. The three-year, \$1.5 million planning and design project involves a seven firm consultant team led by Alta. The team has prepared a master plan, preliminary plans and cost estimates, a NEV Plan to meet legislative requirements, and is now moving into full engineering design. Over \$75 million has been secured for design and implementation. John has led the alternatives analysis, cost estimation, and overall coordination.

ORANGE COUNTY TRANSPORTATION AUTHORITY DISTRICTS 1 AND 2 BIKEWAYS COLLABORATIVE

John was the Project Manager for the Districts 1 and 2 Bikeways Collaborative project for the Orange County Transportation Authority, which involved developing a bikeways strategy for Supervisory Districts 1 and 2. Phase 1 of the project identified 50 miles of regional corridors in Districts 1 and 2 which link to adjacent district routes. Alta prioritized the routes based on criteria such as OCTA's BCI and Benefit-Cost Ratios. In Phase 2, feasibility studies were conducted for the top-ranked corridors. Alta employed innovations such as a GIS/Excel sketch planning suite of tools for demand estimation and benefit-cost analysis to inform the corridor prioritization.

BAKERSFIELD BICYCLE TRANSPORTATION PLAN

John was Assistant Project Manager for this planning effort to improve conditions for bicycling while managing the demands of all road users in one of California's fastest growing cities. The Plan included recommendations for integrating Complete Streets concepts in both urban and suburban settings. John provided recommendations for ranking and phasing of the bikeway network, as well as bicycle demand analysis.

CHRISTCHURCH LITTLE RIVER RAIL TRAIL, NEW ZEALAND*

John developed trail alternatives and road-crossing design options for the extension of the Christchurch to Little River Rail Trail (CLRRT) in New Zealand. This work including demand estimation based on existing segment counts and market analysis,

**prior to Alta*



Erin Feehly *Designer*

With a professional background in visual design and image production and training in Landscape Architecture (Cal Poly Pomona), Erin has extensive experience in visual communication, human spatial interaction, and land use planning and design. She has experience working collaboratively to produce final designs and planning documents. In addition to a passion for multi-modal transportation and urban design, Erin has devoted much of her academic career towards researching spatial understanding and inclusive site-specific design practices for all users.

EDUCATION

MLA, California State
Polytechnic University,
Pomona, 2015

BS, Photography, Media
Arts & Design, Drexel
University, 2006

PROFESSIONAL HIGHLIGHTS

Alta Planning + Design,
2014-present

Freelance Graphic
Production
2008-present

RELEVANT EXPERIENCE

SAN GABRIEL VALLEY REGIONAL BICYCLE MASTER PLAN

Alta worked with the local public health nonprofit Day One to create bicycle master plans for five non-contiguous cities in San Gabriel Valley, focusing on both local and inter-jurisdictional connections. Coordination and linkage with several other non-participating cities was crucial. Erin developed plan graphics and photo-simulations as well as the document layout.

LA METRO RAIL TO RIVER ACTIVE TRANSPORTATION CORRIDOR STUDY

Alta led a feasibility study for the Rail to River Active Transportation Corridor Project for LA Metro. The project is a rare opportunity to create a community resource for pedestrians and bicyclists through the heart of South Los Angeles, connecting residential neighborhoods to schools, transit, and -other destinations. Erin developed graphics for the plan and the document layout.

LAS VIRGENES-MALIBU COUNCIL OF GOVERNMENTS REGIONAL BICYCLE MASTER PLAN

This regional bicycle master plan involves five non-contiguous cities in a hilly part of Los Angeles County. In addition to creating bicycle plans for each participating city, the effort will identify connections through unincorporated portions of the County that include a National Recreation Area and several state parks. Erin assisted with community outreach, plan graphics, photo simulation and the document layout.

BELLFLOWER-PARAMOUNT BIKE AND TRAIL MASTER PLAN

Bellflower and Paramount are seeking to develop a bikeway network that seamlessly connects people to each other and to surrounding communities, attractions, high schools, parks, existing transit stops, future transit stations, downtown Bellflower, the Los Angeles River Bike Path and the San Gabriel River Bike Trail. Erin assisted with community outreach and developed plan graphics.

County of Riverside
Regional Park and Open Space District

Request for Proposal # PKARC-200
Closing Date: 08/13/15 on or before 01:30 P.M. PST

EXHIBIT B

CONSULTANT QUALIFICATION FORM – Planning & Design Services

Company Name	Alta Planning + Design
Consultant Name	Alta Planning + Design, Greg Maher, Point of Contact
Address	617 W. 7th Street, Suite 505 Los Angeles, CA 90017
Telephone number	(213) 489-7443
Cell number	(213) 952-5062
Fax number	(213) 489-7444
Email Information	gregmaher@altaplanning.com
Certificate of General Liability Insurance; and Professional Liability Insurance; and Workers Compensation Insurance COPIES MUST TO BE INCLUDED IN PROPOSAL	included in proposal
Project Manager	Greg Maher, PLA
Education/Qualification	Registered Landscape Architect: California #5670 Certificate in Landscape Architecture, UCLA Extension, 2007 Master of Architecture, Southern California Institute of Architecture, (SCI-ARC), 1985

Evidence of Good Standing

BETTER BUSINESS BUREAU

Alta has no outstanding or pending complaints filed with the Better Business Bureau. See below for documented evidence.

Quynh Nguyen <quynh@bbbsilicon.org>
To: sophiagill@altaplanning.com

Fri, Aug 15, 2014 at 3:56 PM

Hello Sophia,

I am writing you today to confirm that we do not have your company's file. If you have any questions, please feel free to contact me.

Best Regards,

Quynh Nguyen | Standards Administrator

Tel: 408-278-7442

Fax: 408-278-7444

Email: quynh@LusAngelesSiliconValleybbb.org

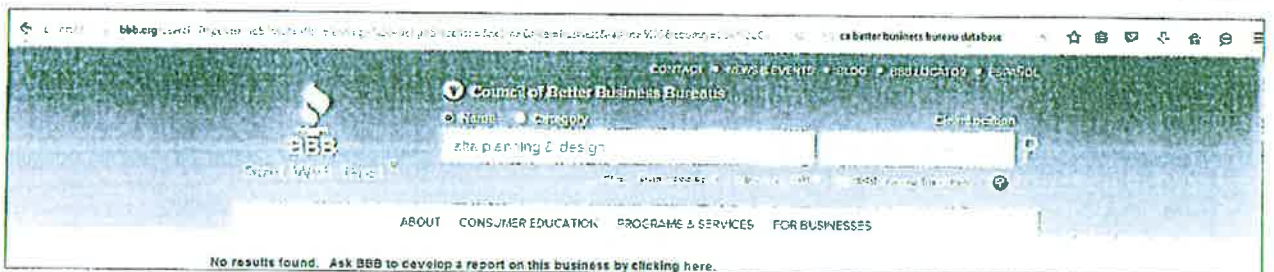
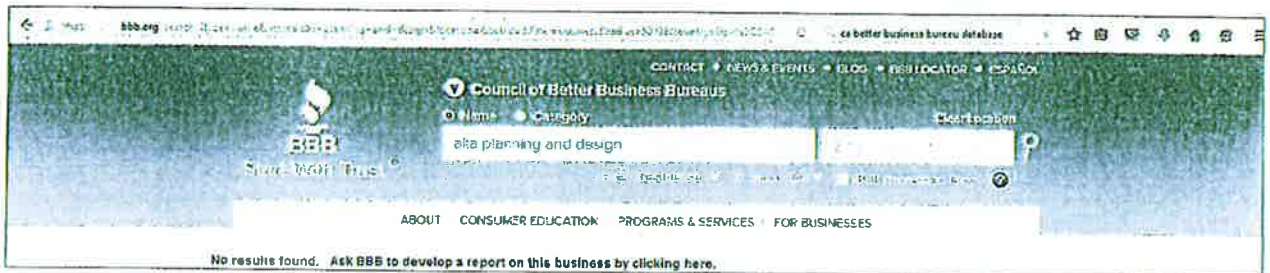
www.bbb.org | Start With Trust

Better Business Bureau

Los Angeles | San Jose | Silicon Valley

BBB Search Database of Businesses, Charities, & News Items

<https://www.bbb.org/search/?type=name&input=alta+planning+&+desi...>



STATE OF CALIFORNIA DEPARTMENT OF CONSUMER AFFAIRS

Alta has no outstanding or pending complaints filed with the State of California Department of Consumer Affairs. The Department of Consumer Affairs Landscape Architects Technical Committee confirmed that Alta staff licensure is in good standing and free of complaint. See below for documented evidence.

----- Forwarded message -----

From: Kresha, John@DCA <John.Kresha@dca.ca.gov>

Date: Mon, Aug 11, 2014 at 3:31 PM

Subject: RE: confirmation of pending claims

To: Erin McAlister <erinmcalistier@zitanplanning.com>

We do track individual license holders regarding status of license or any complaints against the license holders. I have checked the two license holders and have listed the status below in **RED**:

currently in good standing with no complaints or convictions

John Kresha

Management Services Technician, Landscape Architects Technical Committee

2420 Del Paso Road Suite 105 Sacramento, CA 95834

http://www.larc.ca.gov/consumers/licensee_name.pdf

LANDSCAPE ARCHITECTS LICENSE LISTING
By Licensee Name
(as of July 15, 2014)

as of July 15, 2016												
Licensee Number	Licensee Name		Issue Date	Expiration	Address							
	Last	First	MM	DD	YYYY	MM	DD	YYYY		City	State	Zip Code
1974	HOWARD	LINDA	J	12	02	1980	11	30	2410 CALLE MAJORCA	SAN CLEMENTE	CA	92672
2306	HOWARD	JEFF	J	02	25	1963	11	30	401 B STREET #1450	SAN DIEGO	CA	92101
2681	HOWARD	JULIE	E	12	29	1986	03	31	2442 SECOND AVENUE	SAN DIEGO	CA	92101
3179	HOWARD	MARK	D	01	31	1990	10	31	3003 ALINGCASTRE PLACE	HONOLULU	HI	96816
3813	HOWARD	GLENN	D	02	17	1993	04	30	21612 CLARENDON ST #502	BOSTON	MA	02116
4137	HOWARD	JOHN	W	11	07	1956	11	30	19 SILKWOOD	ALISO VIEJO	CA	92656
4279	HOWARD	KATHERINE	T	10	05	1958	11	30	1243 42ND AVENUE	SAN FRANCISCO	CA	94122
4598	HOWARD	JOSEPH	M	01	17	2002	12	31	3902 FOLSOM ST	SAN FRANCISCO	CA	94110
5054	HOWARD	LISA	M	05	05	2005	06	30	2313 VALLEY STREET	SAN FRANCISCO	CA	94110
5765	HOWELL	DEAN	E	12	05	2011	12	31	851 N OGDEN DR	BERKELEY	CA	94702
1722	HOWERTON	DAVID	P	11	20	1978	11	30	1 UNION ST 3RD FLR	LOS ANGELES	CA	90046
1806	HOWERTON	JANNE	H	12	04	1970	11	30	235 TAPPAN LANE	SAN FRANCISCO	CA	94111
3010	HOWSE	DANIEL	A	05	14	2014	03	31	11923 WATERDANCE LANE	ORINDA	CA	94563
2517	HOYT	GARY	F	01	28	1985	12	31	12888 FRANCINE TERRACE	HOUSTON	TX	77065
2055	HRADCEK	MICHAEL	R	12	15	1986	10	31	2016 PO BOX 5164	POWAY	CA	92064
4829	HSU	SHUYUAN	G	10	08	2003	03	31	2017 PO BOX 32472	CHICO	CA	95927
3045	HSU WINGARD	HUALIN	O	05	10	1999	05	31	2017 3 CALIF + FRANCISCA	BELLINGHAM	WA	98220
4240	HUANG	FEI	O	02	18	1998	04	30	2017 8806 MISSION DRIVE #103	RANCHO SANTA MARGARITA	CA	92685
6174	HUANG	WILLIAM	S	04	04	2005	06	30	3033 KEE ST SAN JOSE, CA	ROSEMead	CA	91770
4455	HUDSON	GEORGE	M	09	14	2000	11	30	2016 711 SE GRAND AVENUE	SAN JOSE	CA	95128
4113	HUGHES	DOUGLAS	A	09	04	1980	10	31	2016 1230 DUCALYLAND WAY DUBLIN	PORTLAND	OR	97214
2945	HUFF III	THOMAS	J	12	26	1988	01	31	2017 620 MAPLEWOOD DR	DUBLIN	CA	94568
									LODI	CA	95240	

LANDSCAPE ARCHITECTS LICENSE LISTING
By Licensee Name
(as of July 15, 2014)

[as of July 15, 2016]												
Licensee Number	Licensee Name		Issue Date	Expiration	Address							
	Last	First	MM	DD	YYYY	MM	DD	YYYY	Street	City	State	Zip Code
5376	MADAY	ROBERT	D	10	24	2007	11	30	2016 P.O. BOX 2074	SANTA BARBARA	CA	93120
6862	MADAZO	HELEN	R	02	13	2015	08	31	2015 605 WINSLOW STREET	CROCKETT	CA	94522
5786	MADSEN	MICHAEL	P	03	28	2012	08	31	2017 1740 LPAS STREET #5	SAN DIEGO	CA	92103
3085	MAFFSTONE	MARK	C	07	10	1989	11	30	2018 2624 CURIE PLACE	SAN DIEGO	CA	92122
5844	MAGALLANE B	STEVEN	N	10	23	2012	12	31	2018 5750 PARKCREST DR	LA VERNE	CA	91750
5937	MAGNUSSEN	NATHANIEL	O	08	18	2013	09	30	2016 4544 CASO STREET UNIT 1007	SAN DIEGO	CA	92109
3549	MAH	KENNETH	L	02	05	1992	02	29	2018 P.O. BOX 2335	DEL MAR	CA	92014
4325	MAHAN	MARK	S	03	09	1999	06	30	2017 1130 E WALKER RD	YERINGTON	NV	89447
5930	MAHONEY	MARK	D	03	28	1989	06	30	2018 4008 MAT ALI CTR DR	IRVINE	CA	92612
5670	MAHER	GREGORY	R	10	21	2010	09	30	2018 4541 MENOCINO COURT	LOS ANGELES	CA	90065
4052	MAHONEY	WALTER	A	01	04	1908	10	31	2018 10000 1ST ST (NINTH STREET)	IRVINE	CA	92612
1003	MAISUTH	KAREN	D	10	31	1963	04	30	2017 5503 HALF MOON LN	CONCORD	CA	94518

Alta Project Manager Certification: Greg Maher, CA PLA

Remove your new Pocket Certificate from the receipt portion and carry it with you at all times.

LANDSCAPE ARCHITECTS TECHNICAL COMMITTEE
2420 DEL PASO ROAD, SUITE 105
SACRAMENTO, CA 95834
916 575-7230

08/15/14
08/15/14

CUT HERE

CUT HERE

CUT HERE

CALIFORNIA ARCHITECTS BOARD
LANDSCAPE ARCHITECTS TECHNICAL COMMITTEE
2420 DEL PASO ROAD, SUITE 105
SACRAMENTO, CA 95834
916 575-7230

CERTIFICATE NO. 5670
Landscape Architect
GREGORY ROBERT MAHER
4541 MENDOCINO COURT
LOS ANGELES CA 90065

EXPIRATION 08/30/16

Signature _____

RECEIPT NO. 42250882

IMPORTANT

1. Please include your Certificate Number on any correspondence to this office.
2. Notify the Program of any name or address change in writing.
3. Report any loss of this certificate immediately in writing to the Program.
4. Please sign and carry the Pocket Certificate with you.
GREGORY ROBERT MAHER

CERTIFICATE NO. 5670
EXPIRATION DATE 08/30/16
RECEIPT NO. 42250882
This is your receipt. Please save for your records.

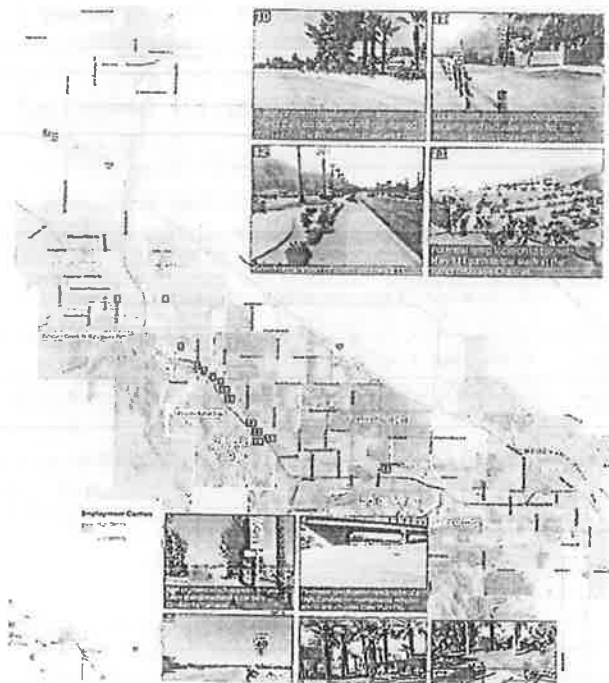
Printed 10/21/07

Alta Relevant Experience

The development of the Comprehensive Trail Plan for Riverside County requires a team that combines trail planning, design, public outreach, and survey experience with an understanding of local issues. The projects on the following pages demonstrate the Alta Team's breadth of work in the following areas:

- Working with multiple parties on regional trail planning and implementation
- Open Space and Parks Systems Visioning and Master Planning
- River Trail Planning and Design
- Agricultural Trail Planning and Design; Agritourism
- Data Gathering & Outreach
- GIS Mapping & Analysis
- Local Access and Knowledge
- Public & Stakeholder Outreach

CV Link Master Plan, Coachella Valley



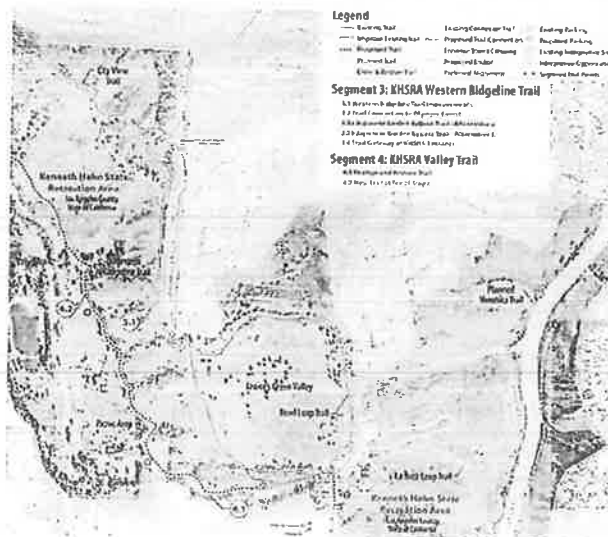
The Coachella Valley's CV Link presents a bold new approach to mobility. In 2013 Alta began development of the CV Link Master Plan for the 80-mile multi-modal facility connecting the nine cities of the Eastern Riverside County region. The three-year, \$1.5M planning and design project involves a seven-firm consultant team led by Alta. The team is preparing a Master Plan, a Neighborhood Electric Vehicles (NEV) Plan, and preliminary engineering for a core 50-mile route. The proposed facility will accommodate NEVs in addition to bicyclists and pedestrians. Alta is providing recommendations for on-street segments, and supporting infrastructure, including NEV charging facilities. The Master Plan further includes an implementation strategy with immediate next steps and segments for near-term construction or upgrades.

Date: 2013 - ongoing

Client: Coachella Valley Association of Governments (CVAG), LeGrand Velez, Transportation Program Manager, (760) 346-1127, lvelez@cvag.org

Contract: \$1.5 Million

Park to Playa Trail Plan, Los Angeles County



Alta completed a trail feasibility and wayfinding plan for the five-mile "Park to Playa" corridor within Baldwin Hills, in central Los Angeles County - the eastern portion of the 12-mile trail to the sea. The vision to create a seamless trail that connects urban residents with the natural coast will be realized through multiple-agency and jurisdictional coordination with California State Parks, Los Angeles County Parks, Los Angeles City Parks, and Baldwin Hills Regional Conservation Authority. Alta is currently leading a design team to prepare construction documents, environmental documents, and obtain permits to implement the project.

Date: 2010 - ongoing

Client: Mountains Recreation and Conservation Authority, Ana Petric, Project Manager, (323) 221-9944 x107, ana.petric@mrca.ca.gov

Contract: \$1.1 Million

Traffic outside of the study area are shown for informational purposes only.

Client: County of Ventura; Chris Stephens, Director Resource Management Agency; County of Ventura; (805) 654-2494; chris.stephens@ventura.org; 800 S Victoria Avenue, Admin Bldg 3rd Floor, Ventura, CA 93009

Contract: \$11 Million

OC Bike Loop Planning, Orange County



Trailhead Kiosk

This kiosk serves as a gateway and "meet-up" spot and provides for trail maps and interpretive panels. Suggested for trailheads and to be used in conjunction with bike racks and landscaping.



Mapboard

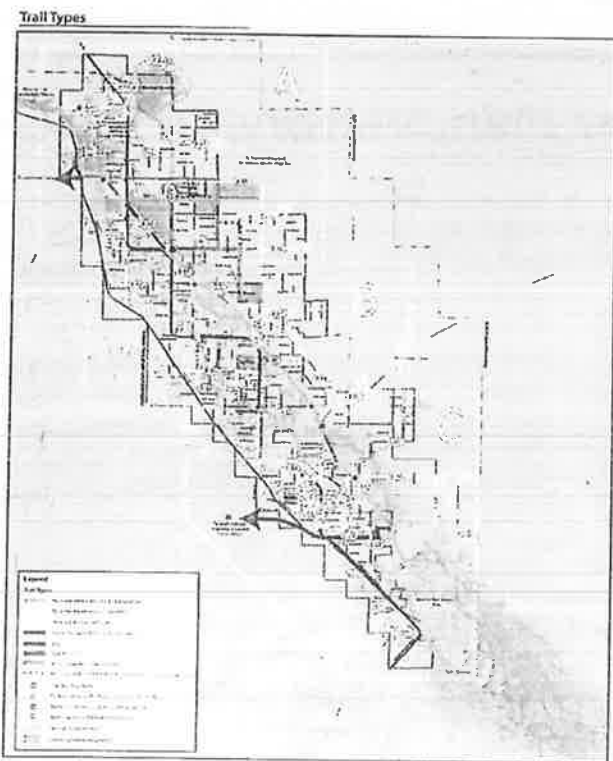
Large display to orient users through maps, educational, guidance and regulatory information.

The Orange County Bike Loop is a vision for a 66-mile multi-use path which would link existing regional bike-ways such as the Santa River Bikeway, Coastal Highway and the San Gabriel River Bikeway to improve regional bicycle transportation. The Southern California Association of Governments funded a feasibility study to develop design concepts and provide clear next steps to close the Loop's five remaining gaps. Alta led the development of a custom wayfinding and sign plan for the regional trail and contributed to identifying opportunities and determining feasibility of the project study segments.

Date: 2014 - ongoing

Client: Orange County Parks, Tuan Richardson, (855) 886-5400, tuan.richardson@ocparks.com

Moapa Valley Trails Study, Clark County, NV



Moapa Valley (located 60 miles northeast of Las Vegas) is a green oasis along the banks of the Muddy River. Using the Muddy River as the backbone, a trail system was proposed to accommodate pedestrians, bicyclists, equestrians and OHV riders through a comprehensive on and off-street trail network, including State Route 169. Important linkages were made to the Lake Mead National Recreation Area, the Logandale Trails system, the Valley of Fire, and between Logandale and Overton. Alta documented the existing conditions and evaluated user demand for a trail system. Network options were evaluated and presented to the public for input. The final product included a trail plan with design standards, concept designs, cost estimates, permitting summary, phasing maintenance strategies, and potential funding sources.

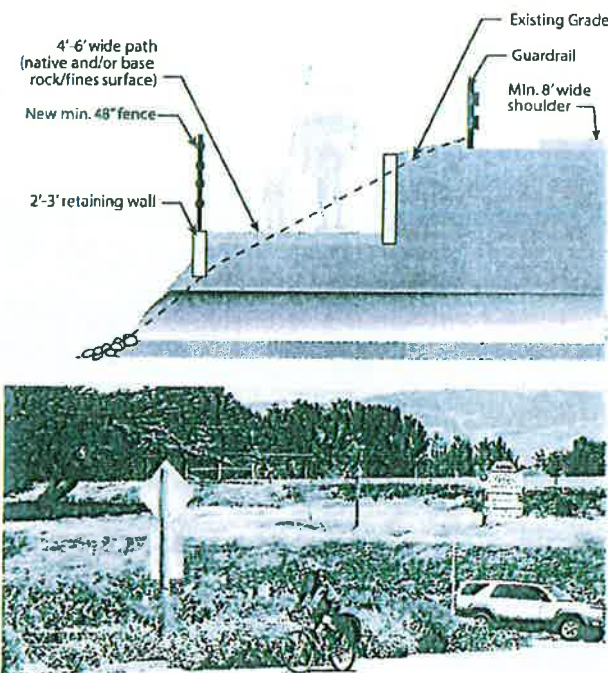
Date: 2008 - 2009

Client: Clark County, Nevada, Scott Hagen, (702) 455-2273, shagen@co.clark.nv.us, 500 South Grand Central Parkway, Las Vegas, NV 89155

Contract: \$231,000

Northern San Luis Obispo County Coastal Trail Master Plan

Drainage Crossing Adjacent to Road with Steep Grade



Alta Planning + Design provided San Luis Obispo County Council of Governments with site analysis, route evaluation, planning, design, prioritization, and implementation recommendations for the California State Coastal Conservancy's (SCC) Northern San Luis Obispo County California Coastal Trail Master Plan. Alta worked closely with SLOCOG, local team members, project partners and the SCC to coordinate an extensive public and stakeholder engagement and parallel site and technical research to inform the Plan. Alta led the consultant team in the study and design of on-street bike routes, bluff top trails, and connections to local destinations in the communities of San Simeon, Cambria, and Cayucos, and to parks and open space along the 35-mile route.

Date: 2011 - 2012

Client: San Luis Obispo Council of Governments, Jessica Berry, Regional Transportation Planner, (805) 781-5764, jberry@slocog.org, 1114 Marsh Street, San Luis Obispo, CA 93401

Contract: \$220,000

Santa Paula Trails in Agricultural Areas Guide



The Ventura County Transportation Commission hired Alta to create a report of existing trails in agricultural settings, and the strategies those trails used to build agreement between trail managers and farmers. A national survey was conducted to build a set of effective management and design practices for agriculture-adjacent trails, with a focus on projects in California near high-value crops. Through research, literature review, and interviews with trail and agricultural operators, the report found that trails built through areas of active crop production pose a specific series of anticipated and actual challenges which, when addressed with tested management and design strategies, can lead to a safe and well-used trail system.

Date: 2014

Client: Ventura County Transportation Commission, Steve DeGeorge, (805) 642-1591 x103, sdegeorge@goventura.org,

G. SUB-CONSULTANT QUALIFICATIONS



County of Riverside
Regional Park and Open Space District

Request for Proposal # PKARC-200
Closing Date: 08/13/15 on or before 01:30 P.M. PST

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 Resume's 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>
Submit Consultant information in Section <u>9.0, Item E, Consultant</u> <u>Qualifications</u> .				
1. Consultant:		<input checked="" type="checkbox"/>	<u>Alta Planning + Design</u>	<u>Greg Maher, PLA</u>
2. Civil Engineer:		<input checked="" type="checkbox"/>	<u>Alta Planning + Design</u>	<u>N/A - If needed: Paul Klassen, PE</u>
3. Geotechnical Engineer:		<input type="checkbox"/>	<u>N/A</u>	
4. Structural Engineer:		<input type="checkbox"/>	<u>N/A</u>	
5. Electrical Engineer:		<input type="checkbox"/>	<u>N/A</u>	
6. Sound Attenuation Consultant:		<input type="checkbox"/>	<u>N/A</u>	
7. Traffic Consultant:		<input checked="" type="checkbox"/>	<u>Alta Planning + Design</u>	<u>N/A - If needed: Bryan Jones, TE</u>
8. Landscape Architect:		<input checked="" type="checkbox"/>	<u>Alta Planning + Design</u>	<u>Greg Maher, PLA</u>
9. Irrigation Designer:		<input checked="" type="checkbox"/>	<u>Alta Planning + Design</u>	<u>Greg Maher, PLA</u>
10. Professional Cost : Estimator		<input checked="" type="checkbox"/>	<u>Alta Planning + Design</u>	<u>Greg Maher, PLA</u>
11. Survey and Data Analysis		<input checked="" type="checkbox"/>	<u>Cambridge Systematics</u>	<u>Joseph Fish</u>

Submit this information with Section F, Sub-Consultant's

County of Riverside
Regional Park and Open Space District

Request for Proposal # PKARC-178
Closing Date: 06/25/15 on or before 01:30 P.M. PST

EXHIBIT E
SUB- CONSULTANT QUALIFICATION FORM – Sub- Consultant Services

Company Name	Cambridge Systematics, Inc.
Consultant Name	Joseph Fish
Address	999 18th Street, Suite 3000 Denver, CO 80202
Telephone number	303-357-4660
Cell number	
Fax number	303-446-9111
Email Information	jfish@camsys.com
Attach resume's detailing each individual's qualifications and experience with similar projects:	

Joseph Fish *Transportation Analyst*



EDUCATION

Graduate Certificate,
Geographic Information
Systems, Pennsylvania
State University, 2011

M.P.A., Indiana
University, 2006

B.M., Indiana University,
2002

PROFESSIONAL AFFILIATIONS

National Cooperative
Highway Research
Program, Member of
Project Panel 17 56:
Development of Crash
Reduction Factors for
Uncontrolled Pedestrian
Crossing Treatments
Transportation Research
Board, Member of
ANF10 (Pedestrian
Committee) and
Research Subcommittee
Association of
Pedestrian and Bicycle
Professionals, Member

Joseph Fish has more than seven years of experience in pedestrian and bicycle planning and transportation safety planning. Prior to joining CS, Joseph was a Senior Planner for the Mid-Ohio Regional Planning Commission focused on pedestrian and bicycle data collection, safety data analysis, and implementation of Complete Streets policies.

RELEVANT EXPERIENCE

OREGON BICYCLE AND PEDESTRIAN PLAN

Mr. Fish is a member of the consultant team that is currently updating Oregon's Bicycle and Pedestrian Plan. For this project, he has authored a white paper on statewide bicycle and pedestrian performance measures and is contributing to the evaluation of existing conditions and recommendations for the Plan. The performance measures discussed in the white paper address safety, system utilization, level of traffic stress, and facility implementation.

DOWNTOWN SAN DIEGO MOBILITY PLAN

For Civic San Diego, Mr. Fish conducted an extensive literature review and assessment of current bicycle and pedestrian travel demand management practices in the San Diego region. The paper addressed wayfinding, bike parking, bike sharing, Open Streets, education, enforcement, and outreach strategies. Recommendations were developed based on best national practices and gaps in current programs.

INDIANA UNIVERSITY CAMPUS BICYCLE MASTER PLAN

For Indiana University, Mr. Fish is assisting with the development of the Indiana University Bloomington Bicycle Master Plan. He is contributing to an evaluation of existing conditions, including a review of existing plans, policies, and programs; existing bicycle infrastructure; and current bicycle travel patterns. He is developing plan goals and objectives along with recommendations for improving bicycle safety and connectivity.

MID-OHIO REGIONAL PLANNING COMMISSION

As a Senior Planner, Mr. Fish coordinated MORPC's regional pedestrian and bicycle count programs and authored two major reports on pedestrian and bicycle usage: The Columbus Trail Count Report and the Downtown Columbus Pedestrian Count Report. Mr. Fish was the Project Manager and analyst for both of these projects, each of which used a combination of fixed counters and short-duration counts to develop a profile of pedestrian and bicycle usage. Mr. Fish also coordinated the regional volunteer count program and a count equipment loan program for MORPC's member agencies.

CITY OF BLOOMINGTON PLANNING DEPARTMENT

As a Transportation Planner for the City of Bloomington's Planning Department, Mr. Fish served as the liaison to the Bloomington Bicycle and Pedestrian Safety Commission; prepared budgets for bicycle and pedestrian infrastructure and outreach projects; reviewed infrastructure plans in relation to bicycle, pedestrian, and transit facilities; contributed to the update of the Bloomington Bicycle and Pedestrian Transportation and Greenways System Plan; and established a bicycle and pedestrian counting program.

Cemal Ayvalik

Senior Associate



EDUCATION

Ph.D., Civil Engineering,
Illinois Institute of
Technology, 2002

M.S.C.E., Civil
Engineering, Middle East
Technical University,
1996

B.S.C.E., Civil
Engineering, Gazi
University in Turkey, 1992

Cemal K. Ayvalik is a Senior Associate of Cambridge Systematics with experience in the areas of transit market research, design and management of variety transportation surveys, transportation data, statistical analysis and transit ridership forecasting.

RELEVANT EXPERIENCE

LAKE COUNTY TRANSPORTATION MARKET ANALYSIS

For Lake County (IL), Cambridge Systematics has conducted a detailed evaluation of the travel market in the County, analyzed existing fixed route and demand-responsive services in Lake County, and developed transit service concepts so that transportation needs in the County can be met, and transit ridership increased. Dr. Ayvalik managed the project and led transportation market analysis task which incorporated various data sources including 5-year American Community Survey, CMAP land use data and regional travel demand model trip tables, automated passenger count data from Pace and onboard transit surveys collected by Metra. He also managed and designed an on-board origin-destination survey for Pace routes serving Waukegan and northern Lake County, and conducted resident and employee surveys.

RTA SYSTEM MARKET ANALYSIS

For the Regional Transportation Authority in Northeastern Illinois, Cambridge Systematics conducted a systemwide travel market analysis study which involved analysis of the most recent household travel survey data, collection of additional data on travel behavior and attitudes towards daily travel in the region. Dr. Ayvalik, conducted an extensive analysis of the CMAP Travel Tracker data and developed expansion weights to account for journey-to-work trip patterns at county level of detail. He also participated in the design of survey instruments and conducted attitudinal market segmentation using multivariate statistical methods.

CENSUS TRANSPORTATION PLANNING PRODUCTS (CTPP) RESEARCH - ASSESSING THE UTILITY OF THE 2006-2011 CTPP 5-YEAR DATA

For the American Association of State Highway and Transportation Officials' (AASHTO), Cambridge Systematics was selected to conduct a comprehensive research study to investigate the common uses and applications of the data in the transportation community, to identify impacts of changes in the data ranging from a shift from decennial census to a rolling sample via American Community Survey (ACS) to the introduction of a synthetic method for disclosure proofing. The study is expected to identify common issues encountered in using CTPP data and how these issues and limitations are dealt with, and to suggest additional solutions to new issues. Dr. Ayvalik is managing the project and will conduct data analysis and contribute developing solutions to issues identified by the study.

Rosa Guillen-Sanchez
Transportation Analyst



EDUCATION

MURP, Transportation
Policy and Planning,
University of California,
Los Angeles, 2014
BS, Earth System
Science, University of
California, Irvine, 2012
BA, Spanish, University
of California, Irvine, 2012

RELEVANT EXPERIENCE

**IMPROVING BIKE-AND-BUS IN ORANGE COUNTY: GUIDELINES AND
RECOMMENDATIONS FOR IMPROVING BICYCLE-BUS INTEGRATION
FOR TRANSIT-DEPENDENT COMMUTERS IN ORANGE COUNTY**

While obtaining her Master's degree, Ms. Guillen-Sanchez worked directly with the Orange County Transportation Authority's Strategic Planning Department to provide a report with recommendations based on a literature review of bicycle-transit integration trends and challenges, an analysis of number and location of countywide bicycle boardings and alightings data, an analysis of existing versus needed bike-ways in Orange County, interviews with existing and potential cycle-transit users in Orange County, a geospatial demographic analysis of Orange County Census data, and information collected from other agencies who have implemented successful cycle-transit integration methods.

ORANGE COUNTY TRANSPORTATION AUTHORITY

As a Service Planning and Customer Advocacy Intern, Ms. Guillen-Sanchez analyzed bus schedules in Excel using Automated Vehicle Location (AVL) and ride check reports data, which included bicycle boardings, alightings, and pass-bys. Ms. Guillen-Sanchez also communicated with staff from schools countywide to collect necessary information for scheduling school tripper buses; reviewed, answered, and assigned customer comments and complaints (C3s); coached operator route issues and inputs (Ri2s); prepared, revised, and distributed monthly C3 and Ri2 reports and memos, and mapped bus routes affected by service changes using ArcGIS software.

LACMTA SUBREGIONAL MOBILITY MATRICES

For the Los Angeles County Metropolitan Transportation Authority (LACMTA), Cambridge Systematics developed a Multi-modal Subregional Transportation Needs Assessments and Strategies for the North County, San Gabriel Valley, and the South Bay Cities subregions. The Mobility Matrix process involved the development of goals and objectives for the subregion, a comprehensive assessment of existing baseline conditions, and the development of a Mobility Matrix that evaluated corridors and establishes a framework for short, mid, and long-term subregional transportation improvements. Ms. Guillen-Sanchez was primarily responsible for making maps using GIS and Adobe Illustrator to help illustrate current and future transit, land use, socioeconomic conditions, and bicycle infrastructure.

Michael Sillence

Travel Demand Modeler



EDUCATION

MSP, Urban and
Regional Planning,
Florida State University,
2011

BA, Economics,
Michigan State
University, 2008

Michael Sillence recently joined Cambridge Systematics as a Travel Demand Modeler with more than two years of experience in traffic forecasting, travel demand modeling and forecasting, and regional and urban transportation planning.

RELEVANT EXPERIENCE

WISCONSIN DEPARTMENT OF TRANSPORTATION

Prior to joining Cambridge Systematics, Mr. Sillence served as Lead Worker in the Traffic Forecasting Section at the Wisconsin Department of Transportation (DOT). As the in-house traffic forecasting expert, he provided training and documentation to Wisconsin DOT staff, and Metropolitan Planning Organizations (MPO). He conducted research, wrote papers and reports, and developed new policy and protocols in the areas of traffic forecasting, vehicle miles traveled, and travel demand modeling. Mr. Sillence managed the Wisconsin DOT National Household Travel Survey add-on data, and provided input data to MPOs and the Wisconsin Department of Natural Resources for air quality modeling.

While with the Wisconsin DOT, Mr. Sillence also worked as an Urban and Regional Planner. In this role, he managed consultant contracts for the Traffic Forecasting Section, and collaborated with regional office, MPO, and consultant staff throughout the forecasting and planning process. He also produced traffic forecasts using travel demand modeling and other methods. During his time with the Wisconsin DOT, Mr. Sillence gained practical experience using Cube Voyager, TP+, and ArcGIS.

STARMETRO TRANSIT

While completing his Master's degree, Mr. Sillence served as a Transit Planning Intern with StarMetro Transit in Tallahassee, Florida. While there, he performed research and reported findings to administrators and planning staff. He also held public input meetings and spoke in City Commission hearings. In addition, Mr. Sillence worked extensively on Nova2010 project, which won the 2013 American Planning Association National Planning Excellence Award for Transportation Planning.

County of Riverside
Regional Park and Open Space District

Request for Proposal # PKARC-178
Closing Date: 06/25/15 on or before 01:30 P.M. PST

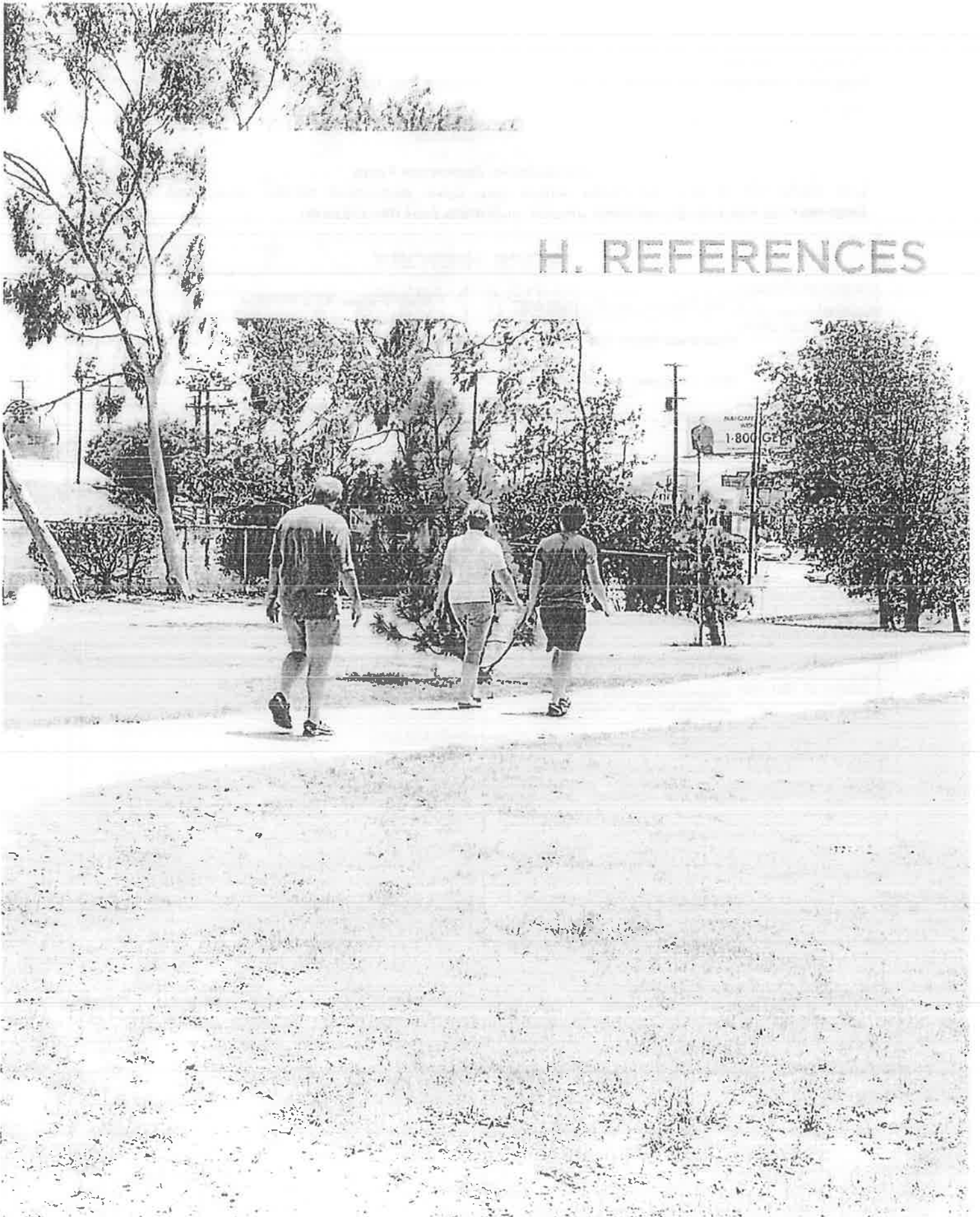
EXHIBIT C

Consultants Reference Form

List three (3) recent references where you have performed similar size, and scope of Engineering and Design Services project within the past five (5) year.

WORK HISTORY	
Name of Project	LA Metro Bicycle Model Development Project - Ph II
Project Location	Los Angeles
Date Of Service	9/2013 - 3/2015
Scope of Service	CS is developing a new state-of-the-practice mode choice/route choice model to be integrated into Metro's Travel Demand Model.
Project Owner Name	LA Metro
Contact Name, Telephone number and Email Address	Mr. Robert Calix; (213) 922-5644; calixr@metro.net.
WORK HISTORY	
Name of Project	LA Metro Subregional Mobility Matrices – North County, San Gabriel Valley, and South Bay Cities
Project Location	North County, San Gabriel Valley, and South Bay Cities
Date Of Service	6/2013 - Ongoing
Scope of Service	CS is developing a Multimodal Subregional Transportation Needs Assessment and Strategy for three subregions within LA County.
Project Owner Name	LA Metro
Contact Name, Telephone number and Email Address	Ms. Teresa Wong; Metro; (213) 922-2854; wongte@metro.net
WORK HISTORY	
Name of Project	SCAG Los Angeles Mobility Performance Measurement Study
Project Location	Los Angeles region
Date Of Service	3/2012 - 10/2013
Scope of Service	CS helped the Los Angeles DOT develop a methodology for measuring the impacts of new development projects on multiple modes of travel.
Project Owner Name	Southern California Association of Governments
Contact Name, Telephone number and Email Address	Mr. Marco Anderson; 213-236-1879; anderson@scag.ca.gov

H. REFERENCES



County of Riverside
Regional Park and Open Space District

Request for Proposal # PKARC-200
Closing Date: 08/13/15 on or before 01:30 P.M. PST

EXHIBIT C

Consultants Reference Form

List three (3) recent references where you have performed similar size, and scope of Engineering and Design Services project within the past five (5) year.

WORK HISTORY	
Name of Project CV Link Planning and Engineering*	Project Budget: \$1.5 Million
Project Location Coachella Valley, CA	Percent Complete: 70%
Date Of Service 2013 - ongoing [est: 2017]	Website: http://www.coachellavalleylink.com/
Scope of Service Preparing a regional pathway and bikeway master plan and construction documents.	
Project Owner Name Coachella Valley Association of Governments (CVAG)	
Contact Name, Telephone number and Email Address LeGrand Velez, Transportation Program Manager, (760) 346-1127, lvelez@cvag.org	
WORK HISTORY	
Name of Project Park to Playa Trail Project*	Project Budget: \$1.5 Million
Project Location Los Angeles County, CA	Percent Complete: 70%
Date Of Service 2010 - ongoing [est: 2016]	Website: http://www.bhc.ca.gov/park_to_playa.html
Scope of Service Regional trail feasibility and wayfinding plan. Preparing construction documents, environmental documents, and obtaining permits for implementation.	
Project Owner Name Mountains Recreation & Conservation Authority	
Contact Name, Telephone number and Email Address Ana Petrlc, Project Manager, (323) 221-9944 x107, ana.petrlic@mrca.ca.gov	
WORK HISTORY	
Name of Project Mojave Riverwalk Trail Master Plan*	Project Budget: \$1.4 Million
Project Location Victorville, CA	Percent Complete: 90%
Date Of Service Feasibility: 2001 - 2006 Design: 2014 - ongoing [est. 2015]	Project Website: N/A
Scope of Service Created a trail master plan and oversaw environmental assessment. Alta is currently leading the design and engineering phase.	
Project Owner Name City of Victorville Public Works Department	
Contact Name, Telephone number and Email Address Louie Rodriguez, Project Manager, (760) 955-5102, lrodriguez@victorvilleca.gov	

*Meets RFP requirement for multi-agency trail project within the last five years.

County of Riverside
Regional Park and Open Space District

Request for Proposal # PKARC-200
Closing Date: 08/13/15 on or before 01:30 P.M. PST

EXHIBIT C

Consultants Reference Form

List three (3) recent references where you have performed similar size, and scope of Engineering and Design Services project within the past five (5) year.

WORK HISTORY	
Name of Project Santa Rosa Valley Trail Study*	Project Budget: \$33,000
Project Location Ventura County, CA	Percent Complete: 100%
Date Of Service Date: 2013 - 2014	Project Website: N/A
Scope of Service Developed trail system for equestrian activities, hiking, and bicycling. Developed design and operating guidelines and trail standards.	
Project Owner Name County of Ventura	
Contact Name, Telephone number and Email Address Chris Stephens, Director Resource Management Agency, (805) 654-2494, chris.stephens@ventura.org	
WORK HISTORY	
Name of Project Santa Paula Trails in Agricultural Areas Guide*	Project Budget: \$25,000
Project Location Ventura County	Percent Complete: 100%
Date Of Service 2014	Project Website: N/A
Scope of Service Report of existing trails in agricultural settings, and the strategies those trails used to build agreement between trail managers and farmers.	
Project Owner Name Ventura County Transportation Commission	
Contact Name, Telephone number and Email Address Steve DeGeorge, (805) 642-1591 x103, sdegeorge@goventura.org	
WORK HISTORY	
Name of Project Rancho Palos Verdes Coastal Trail*	Project Budget: \$75,000
Project Location Rancho Palos Verdes, CA	Percent Complete: 95%
Date Of Service 2012 – 2015	Project Website: N/A
Scope of Service Alta led the planning and design for the construction of approximately three miles of new trails.	
Project Owner Name City of Rancho Palos Verdes	
Contact Name, Telephone number and Email Address Siamak Motahari, PE, Senior Engineer, Department of Public Works, (310) 544-5339, siamakm@rpv.com	

*Meets RFP requirement for multi-agency trail project within the last five years.

A photograph of a person riding a bicycle on a paved path that curves through a wooded area. The path is bordered by large trees on the left and right. In the background, a body of water is visible under a bright sky. The text 'I. EVIDENCE OF INSURABILITY/INSURANCE/ APPLICABLE LICENSES' is overlaid in a white box on the upper right portion of the image.

I. EVIDENCE OF INSURABILITY/INSURANCE/ APPLICABLE LICENSES

Below is Alta's evidence of insurance. We certify that we possess any and all current required licences to perform services on this project.

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<p>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.</p> <p>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).</p>																																																																																																																																																													
PRODUCER USI Northwest 700 NE Multnomah, Suite 1300 Portland, OR 97232 503 224-8390		CONTACT NAME: Karen Barry PHONE (A/C, No, Ext): 503 224-8390 FAX (A/C, No): 610 362-8130 E-MAIL ADDRESS: karen.barry@usi.biz																																																																																																																																																											
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LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th>INSR LTR</th> <th>TYPE OF INSURANCE</th> <th>ADDL SUBR INSR WVD</th> <th>POLICY NUMBER</th> <th>POLICY EFF (MM/DD/YYYY)</th> <th>POLICY EXP (MM/DD/YYYY)</th> <th>LIMITS</th> </tr> </thead> <tbody> <tr> <td>A</td> <td>GENERAL LIABILITY</td> <td></td> <td>6808B259484</td> <td>07/01/2015</td> <td>07/01/2016</td> <td>EACH OCCURRENCE \$2,000,000</td> </tr> <tr> <td>B</td> <td><input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY</td> <td></td> <td>6808B259331</td> <td>07/01/2015</td> <td>07/01/2016</td> <td>DAMAGE TO RENTED PREMISES (Ea occurrence) \$1,000,000</td> </tr> <tr> <td></td> <td><input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR</td> <td></td> <td></td> <td></td> <td></td> <td>MED EXP (Any one person) \$10,000</td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td>PERSONAL & ADV INJURY \$2,000,000</td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td>GENERAL AGGREGATE \$4,000,000</td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td>PRODUCTS - COMP/OP AGG \$4,000,000</td> </tr> <tr> <td></td> <td colspan="2">GEN'L AGGREGATE LIMIT APPLIES PER:</td> <td></td> <td></td> <td></td> <td>\$</td> </tr> <tr> <td></td> <td colspan="2"><input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PROJECT <input type="checkbox"/> LOC</td> <td></td> <td></td> <td></td> <td>\$</td> </tr> <tr> <td>B</td> <td>AUTOMOBILE LIABILITY</td> <td></td> <td>BA7A674417</td> <td>07/01/2015</td> <td>07/01/2016</td> <td>COMBINED SINGLE LIMIT (Ea accident) \$1,000,000</td> </tr> <tr> <td></td> <td><input checked="" type="checkbox"/> ANY AUTO</td> <td></td> <td></td> <td></td> <td></td> <td>BODILY INJURY (Per person) \$</td> </tr> <tr> <td></td> <td><input type="checkbox"/> ALL OWNED AUTOS</td> <td><input type="checkbox"/> SCHEDULED AUTOS</td> <td></td> <td></td> <td></td> <td>BODILY INJURY (Per accident) \$</td> </tr> <tr> <td></td> <td><input checked="" type="checkbox"/> HIRED AUTOS</td> <td><input checked="" type="checkbox"/> NON-OWNED AUTOS</td> <td></td> <td></td> <td></td> <td>PROPERTY DAMAGE (Per accident) \$</td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td>\$</td> </tr> <tr> <td>C</td> <td><input checked="" type="checkbox"/> UMBRELLA LIAB</td> <td><input checked="" type="checkbox"/> OCCUR</td> <td>CUP8B259933</td> <td>07/01/2015</td> <td>07/01/2016</td> <td>EACH OCCURRENCE \$5,000,000</td> </tr> <tr> <td></td> <td><input type="checkbox"/> EXCESS LIAB</td> <td><input type="checkbox"/> CLAIMS-MADE</td> <td></td> <td></td> <td></td> <td>AGGREGATE \$5,000,000</td> </tr> <tr> <td></td> <td><input type="checkbox"/> DED</td> <td><input checked="" type="checkbox"/> RETENTION \$0</td> <td></td> <td></td> <td></td> <td>\$</td> </tr> <tr> <td>D</td> <td>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</td> <td></td> <td>771940</td> <td>09/01/2014</td> <td>09/01/2015</td> <td><input checked="" type="checkbox"/> WC STATUTORY LIMITS <input type="checkbox"/> OTHER \$1,000,000</td> </tr> <tr> <td>E</td> <td>ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? 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CERTIFICATE HOLDER For Proposal Purposes Only		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 <i>Mike Seabaugh</i>																																																																																																																																																											

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J. CLARIFICATION, EXCEPTIONS OR DEVIATIONS



Alta Planning + Design has reviewed the sample agreement and offers no exceptions.

EXHIBIT C

Consultant “Best and Final” Proposal

EXHIBIT 'C'

County of Riverside
Parks and Open Space District

Request for Proposal PKARC-200 Best and Final Offer
Closing Date: 11/20/15 on or before 01:30 P.M.

COUNTY OF RIVERSIDE RIVERSIDE COUNTY REGIONAL PARK AND OPEN-SPACE DISTRICT COMPREHENSIVE TRAILS PLAN

REQUEST FOR QUOTE #PKARC-200



BEST AND FINAL OFFER November 20, 2015

CERTIFICATION OF RECEIPT OF BEST AND FINAL OFFER (BAFO-COVER PAGE)

I certify that I have received this (BAFO) on behalf of the company listed below.

Signed: [Signature] Dated: 11/18/2015

Name and title: Brett Hondorp, AICP, Principal

Company: Alta Planning + Design



617 W 7th Street, Suite 505
Los Angeles, CA 90017
213.489.7443
www.altaplanning.com

November 18, 2015

Mr. William Broderick, Buyer II
County of Riverside, Regional Park and Open Space District
4600 Crestmore Drive
Riverside, CA 92509

Re: Comprehensive Trails Plan for Riverside County Regional Park and Open Space District

Dear Mr. Broderick:

Alta Planning + Design (Alta) is pleased to submit our Best and Final Offer for the Comprehensive Trails Plan for Riverside County Regional Park and Open Space District. We have prepared our approach and scope of work to clearly demonstrate our ability to provide the best value for investment in consultant services. We have assembled a team to provide Riverside County with expert background in trails planning and trail use surveying. The team includes:

- Alta Planning + Design – project management; research, inventory and analysis; policy recommendations; and funding assessment.
- Cambridge Systematics, Inc. – trail intercept survey and best practices study.

George Hudson will serve as Principal-in-Charge and will oversee all tasks and work products. I am a Principal-in-Charge in California and authorized to bind our firm contractually to the County for this work effort. Greg Maher, Alta's Los Angeles office Associate Designer, will be Project Manager and will be the County staff's first point-of-contact on all matters dealing with the services offered. Greg is empowered to handle all questions or contract issues that may arise during the negotiation period.

Greg's contact information is:

Greg Maher, PLA, ASLA, Associate Designer/Los Angeles Group Leader
617 West Seventh Street, Suite 505, Los Angeles, CA 90017
213/489-7443 x103, gregmaher@altaplanning.com

We are excited about the opportunity to work with the Open Space District, Riverside County and stakeholders to develop a comprehensive plan for the future of the Riverside County trails. We understand a trails intercept survey will be conducted and the cost is included in our Best and Final Offer. We are looking forward to providing the District with a thoughtful, high quality trails master plan.

Sincerely,

A handwritten signature in dark ink, appearing to read "Brett Hondorp", followed by a long, horizontal, wavy line.

Brett Hondorp, AICP, Principal, Authorized to Bind the Firm
Alta Planning + Design

Project Understanding

We understand that the Riverside County Regional Park and Open-Space District, as the managing agency for the county's trail network, is seeking a qualified Consultant with established knowledge and expertise in all aspects of trail master plans to develop a Comprehensive Trails Plan for Riverside County Regional Park and Open Space District and Riverside County. The county has a long history of working collaboratively with the public through the citizen-led County Trails Committee established around 1986. The first county trail plan was completed in 1991 and categorized two trail types, regional and local, with approximately 100 miles of trails and a set of policies and guidelines for trail development. Today, this system has grown to include six trail classifications and almost 2,300 miles of trail. The trail network has become a key part of the County's Non-Motorized Circulation Element. The County recognizes the value the trail system has in building healthy communities and improving livability. This planning effort is a direct response to the County and the community's desire to continue to grow the trail network in a manner that is sustainable and responsive to the evolving needs of the community.

Alta Planning + Design takes a ground-up approach in developing a trail master plan. We intend to spend some time out in the field assessing existing condition to understand the specific opportunities and challenges presented by some of the regional trails. We will work closely with stakeholders, managing agencies, and property owners in a collaborative planning process leading to the development of a well-supported trail master plan with clear policies, operational and maintenance requirements, implementation guidance and design standards for trail typologies that respond to local needs and concerns. This approach has proven successful in getting projects planned, approved, funded and built. Nationally, Alta has experience on over 500 trail and bikeway plans, many of which are constructed and in use today.

It is our intention based on the scope and information from the pre-bid meeting to develop a plan that will:

- Provide an analysis of the current trail segment assessment, catalogue the District's inventory of existing trails and trail classifications (such as recreational trails and alternate transportation corridors);
- Analyze system gaps, property rights, and approaches for acquisition;
- Develop context sensitive, sustainable trail design guidelines through analysis and recommendations of the current standards;
- Examine key policy issues related to trails such as: land use, easements, liability, unsanctioned use, illegal motorized trail use;
- Develop a plan for trail implementation and phasing;
- Provide maps, signs, and wayfinding recommendations to support trail use;
- Define the District's role as lead agency or manager of the County trails program;
- Identify agencies for potential trails partnerships and recommend immediate and long-term funding models;
- Provide a framework of recommendations that will serve as a blueprint for future trails planning, maintenance, and development;
- Develop and implement a trail-user survey with data analysis to help inform the master plan.

The District intends that the Trails Plan will provide policies and standards to encourage and promote new trails and recommend improvements to existing trails, taking various factors into consideration, including circulation, accessibility and connectivity, and property rights. It is further understood that the Trails Plan is intended to recognize and coordinate the inclusion of the existing twenty-one regional area plan trail systems in the Final Trails Plan. Specifically, it is understood that the District is seeking a characterization of the existing conditions within the plan area, comprising an inventory of existing and mapped trails or trails easements, preferred trail alignment including needs, and identification of “gaps” and “missing” segments required to improve connectivity. The Trails Plan should then provide an analysis of potential trails and connectors between prime destination points that provide the opportunity for enhanced recreational opportunities for County residents and visitors.

We are flexible in our approach, project schedule and budget and can refine this to meet your specific needs. The work will proceed in the following order.

Project Approach – Scope of Work

Task 1. Project Coordination and Schedule

Task 1.1 Project Initiation Meeting

Alta will kick-off the project in a meeting with District to discuss the project scope, schedule, budget and issues to be addressed and anticipated. Agenda items for the kick-off meeting will include discussion of a list of countywide stakeholders who would be intended to act as an advisory group for the project and the goals and procedures for the trail survey. Discussion of the frequency and type of meetings will also be on the agenda. The Alta Team will provide meeting notes that record key discussion points and decisions made and any follow-up tasks and responsible party listed.

Task 1.2 General Project Management / Meetings

Alta's Project Manager, Greg Maher, will manage the project from inception to completion. Alta will provide a draft work plan within ten (10) days and a revised final plan within fifteen (15) days of the contract award and notice to proceed. Alta will consult regularly with District throughout the course of the project and shall meet in person or by teleconference once a month for the duration of the project. Monthly status reports will be delivered to the District to keep the project on schedule and stakeholders apprised of the progress of the work.

Additional meetings are anticipated to review draft deliverables and discuss key issues during the planning process. These will include meeting with the District's Advisory Commission and Trails Committee, Riverside County Board of Supervisors and Board of Director's briefings, and bi-monthly stakeholder's meetings.

These meetings are intended to engage the stakeholders and committee members on key issues during the planning research process and plan development in order to gather information and build consensus for the plan. Initially the meetings will be structured to get on-the-ground information from the District, the Advisory and Trails Committee and stakeholders and lay the groundwork plans for moving forward and the group's continued involvement. As the bi-monthly meetings progress, the meetings will be used to

update members on the plan's progress as well as to discuss any issues that come up during the development of the plan. Some of these meetings may be held in tandem with other meetings or by telephone conference call and will be negotiated during the project kick-off meeting and final scope review discussed in Task 1.1.

Alta brings an extensive history of building consensus with agencies, organizations, and community groups in planning and decision making for parks, open space and trails. The effort to develop the Plan should be guided by informed community members as well as technical experts, with opportunities for stakeholder groups, communities of interest, and the general public to be involved early in the planning process, leading to a sense of ownership and support for the resulting plan. The aspects of the Plan responding to resource constraints and opportunities will be developed and guided by the goals and performance measures outlined in the County's Draft Non-Motorized Circulation Element.

Task 1.3 QA/QC

Alta maintains a quality assurance/quality control system along with strict adherence to established business procedures. Major submittals will be reviewed by personnel not directly involved with the project to ensure that Alta and client quality standards are met. We utilize senior level staff for submittal reviews and clearly communicate project requirements to the entire project team so that all team members understand the project expectations.

Our team employs a three-tier quality control system that includes (1) an in-house editor who reviews all materials, (2) independent review by principals, and (3) in-house scheduling and management tools.

Our QA process will provide both plan verification and schedule compliance. The QA program will be led by the Principal-in-Charge, whose primary role will be to ensure the integration of goals of the project and to verify the accuracy and consistency of project deliverables.

Task 1.4 Data Collection

The District will provide the Consultant with the most current GIS information of the county trail system as well as any needed data relating to the existing twenty-one county area plans, identification of stakeholder groups and existing trail user data.

Alta will plan for up to ten (10) additional site visits to the surrounding area as required to do any necessary on-the-ground research. Attempts will be made to combine site trips with other meetings or trips to the County.

Task 1 Deliverables:

- The Alta Team will attend a Project Kick-off Meeting and provide a draft and final project work plan and critical path schedule to be maintained and updated at regular intervals during the course of preparation of the trail master plan. The Alta Team will provide meeting notes that record key discussion points and decisions made and any follow-up tasks and responsible party listed.
- In addition to the Kick-off Meeting, Alta will attend in-person or teleconference monthly District Staff briefings; up to eight (8) District Advisory Commission and Trails Committee meetings; one (1) County Board of Supervisor's/Board of Director's briefing meetings; and bi-monthly stakeholder meetings.

- Data request memo and County supplied GIS data and any other help related to the twenty-one county Area Plans, identification of stakeholder members, and existing trail user data.

Task 2. Trail Survey

Task 2.1 Trail Use Survey

The objective of this survey will be to assess and understand the popularity of biking and hiking trails for both recreational and commuting activity. Having this information will help inform the master planning effort by allowing us to make recommendations that accommodate the specific needs of the trail users. Cambridge Systematics will lead this effort and will be working, in consultation with the County and Alta, with the Redhill Group to administer the surveys. The specification for surveys described in Part 1 of the RFP will be best served by a three-pronged research approach with three separate survey activities. A general public survey and trail counts are proposed, along with an intercept study:

- **General Public Survey:** A household survey of the general public within the County will determine the use, attitudes, preferences and value county residents place on the trail system for both recreational and utilitarian trips (i.e., commuting, school, and shopping trips). While this sample requires the most resources and sophisticated survey instrument, household surveys remain the most effective means of assessing the overall regard for a public resource.
- **Santa Ana Trail use counts:** A bike and pedestrian count will quantify volume of usage of the Santa Ana River Trail as an alternate use transportation corridor. This is a relatively inexpensive and effective method of measuring activity, and conducted at multiple times of days and days of week can quantify the usage patterns.
- **An intercept study of trail users:** This survey will gather opinions and feedback from current users of trails. We propose that we discuss in Task 1 with the Advisory Commission and Trails Committee the needs and priorities for the data this survey would collect.

General Public Survey

Cambridge Systematics will collect a total of 400 surveys in the study area to gauge awareness, popularity and use of the biking and hiking trails as a recreational activity. This sample size will yield results that are accurate to +/-4.9 percent at a 95 percent confidence level. Redhill Group will administer surveys using a mixed methodology of telephone and online surveying to ensure that respondent demographics are representative of the study area. Telephone surveys will use a combination of Random Digit Dialing (RDD), listed samples and mobile samples to minimize landline bias.¹

¹ According to the Pew Foundation more than 40 percent of US households are wireless only households and the majority of households that are below the poverty level no longer maintain a landline. <http://www.pewresearch.org/fact-tank/2014/07/08/two-of-every-five-u-s-households-have-only-wireless-phones/>

Cambridge Systematics, working in concert with Alta and the County, will design the general public survey instrument to assess the popularity of biking and hiking trails for use as a recreational activity for major population areas in the county. The instrument will focus on measuring awareness of current trails and facilities, frequency and reason for trail use, interest in planned expansions and will also capture key demographic information to allow for market segmentation and analysis of results. Potential topics may include:

- Awareness of trails;
- Frequency of use, including time of day and day of week to develop trail use profiles (e.g., commuting, recreational, mixed);
- Specific facilities used;
- How trails are used, including biking, walking, and equestrian;
- Reasons for using trails, including exercise, enjoyment, mobility, financial, environmental, etc.;
- Satisfaction with trail amenities: Parking, trash and recycling, shade, benches, drinking water, restrooms, other;
- Origin/Destination;
- How trails are accessed (by car, bike, walking, etc.) and the satisfaction with biking and walking access facilities;
- Safety, including perceptions of personal safety and security, and of safe facility design;
- Planned trail expansions/improvements, including awareness, interest;
- Demographics, including age, gender, ethnicity, income, household size, zip code.

Prior to conducting the survey, we will test the instrument (online and telephone) internally and then with 20 live respondents to ensure that all questions are understood by respondents and that skip patterns are functioning correctly. The Alta Team will present the results to the County and, if desired to the Advisory Commission and Trails Committee, for approval before proceeding with deployment and data collection.

Throughout the data collection process, we will ensure the highest quality data is collected. Redhill Group conducts household surveys with on-line, phone or field sampling techniques using the latest technological advances to capture data accurately and efficiently. Redhill Group staff supervise all research conducted directly to ensure the highest quality datasets. Their sampling techniques and execution allows for:

- Automatic rotation or random order rotation of both responses and questions to eliminate response-order bias.
- On-line calculations based on a combination of respondent answers and client provided formulas so that the results can then be inserted into a pre-determined follow-up question.
- The ability to automatically track multiple responses and ask follow-up questions pertaining to each of those responses.
- The ability to automatically track respondent requested callbacks thereby improving the response rate.

All telephone interviewers receive project specific training prior to conducting surveys and full-time quality management supervisors assure data integrity throughout the data collection process. Completed surveys are immediately reviewed to ensure completeness, accuracy and internal consistency and callbacks to respondents to verify selected responses. Silent monitoring of surveys in progress ensures that questions

are asked in a consistent and accurate manner and that bias is not introduced. Following data collection all open ended responses will be coded and tabulated and a final data file will be prepared.

Physical Use Count of Trail Users

We will conduct a physical use count to determine the volume of users of the trail. We propose to conduct counts at 10 strategically selected locations on the trail on weekdays during the designated peak periods. If additional funding is available, we will conduct counts on weekends as an optional task. The Alta Team will work with the County to select locations that are considered representative of trail traffic or locations where new bicycle and pedestrian facilities are being considered. We will conduct a morning and evening peak count at each location. We will develop the survey counting observation instrument jointly with the survey Project Manager to collect counts in (two/four directions). The count data we expect to be gathered will include bike (type), walk/jog, stroller, horse, gender, and other (e.g. skateboard, scooter, or skates).

Intercept Surveys with Trail Users

We understand that information gathered from intercept surveys with trail users may support some of the RFP's objectives. Nevertheless, this data is not critical for a broader assessment of the population's use and regard for the trail system, nor is it necessary to demonstrate the standard of *rough proportionality* required in a to a nexus analysis as specified in the State development impact fee statutes (66000 *et. seq.*). Therefore, we propose this survey as an optional task that we would be able to design and conduct if additional budget were made available.

Sampling Frame: If directed, we recommend a total sample of 300 completed intercept surveys of trail users at strategic locations (trail heads, entry exit points and major attractions) which will yield results that are accurate to ± 5.7 percent at a 95 percent confidence level. Depending on the budget available and the interest of the Project Manager, Advisory Commission and Trails Committee, we would collect responses at selected locations on weekdays during peak periods and on weekends. Our staff would conduct interviews using tablets for both data security and to minimize the possibility of litter from discarded surveys. Participants will receive a nominal incentive such as a trail snack or other appropriate item for participating in the survey.

Survey Instrument Design: Cambridge Systematics will develop the survey instrument jointly with Alta and the County to determine how and why individuals use the trails during peak commute periods. Potential topics, as with the telephone survey, may include:

- Mode for today's trip: Bike (type), walk, horse, other;
- Access (ingress and egress) modes: Car, carpool, shared ride, bike, walk, transit, other;
- Origin (ingress): Distance travelled, home zip code;
- Frequency of use;
- Time of use;
- Facilities used today;
- Trip purpose today: Commute-work, commute-school, recreation
- Reasons for riding bike: Exercise, enjoyment, mobility, financial, environmental, other;
- Satisfaction with trail amenities: Parking, trash and recycling, shade, benches, drinking water, restrooms, other;

- Origin/destination;
- Trail maintenance;
- Safety;
- Planned trail expansions/improvements: Awareness, interest;
- Demographics, including age, gender, ethnicity, income, household size, zip code.

Communications: We will obtain approval from the required agencies prior to the conduct of the survey and distribute information to personnel who might come in contact with the interviewers to ensure they are informed of the data collection effort in advance of surveying. To improve participation, we recommend that information regarding the data collection efforts be posted on Riverside County Regional Park and Open Space websites and other regional websites as well as social media.

Data Collection: Data collection will occur over a two-week period that has been designated to avoid any special events which might bias the data collection. During the data collection period interviewing staff will be directed by an on-site supervisor will be present to questions and monitor staff. All interviewers will be required to complete a training course which includes an explanation of project objectives, training on the survey instrument, interviewing protocol and data privacy. Because all data is collected on tablets issues regarding data privacy are minimized. All staff involved will be badged and wear uniform shirts or tee-shirts that clearly identify them as interviewers. At the beginning of each shift all staff receives a daily briefing. To ensure data quality, interviewers are randomly monitored by supervisors throughout the shift. Once a survey has been completed, the interviewer does not have access to the data. Following each shift, data is transmitted to a secure server.

Task 2.2 Best Practices Survey

Survey of Peer California and Western State Agencies

The specification for surveys described in Part 2 of the RFP will require development and implementation of a survey of trail management agencies. This survey will allow the County to better understand the levels and patterns of use on several trail systems in California and in select metropolitan areas in the western U.S. outside of California. The survey will also provide information on funding levels and sources as well as practices regarding development, operations, and maintenance of trails.

Cambridge Systematics will lead the development of the management agency survey, with input from the District staff and the project action group. The survey will collect best practices for funding methods with a focus on methods which could be most easily replicated in Riverside County. The first step in the development of the survey is to confirm and refine the purpose. A specific set of objectives will be identified in consultation with the County to guide the development of the survey itself. Once the objectives and scope of the survey have been clearly defined, Cambridge Systematics will develop a draft survey questionnaire for review. We will also develop a set of evaluation criteria for ranking trail development and maintenance practices among these peer agencies. Although the intent of the survey will be refined within the project, it is expected that the following topics will be addressed at a minimum:

- Existing trail use patterns, including any available information about the level of recreational vs. utilitarian trips. To the extent it is available, supporting information such as time of day, day of week, and seasonal variation will be requested.

- Trail user information such as age, gender, frequency of use, and trip purpose.
- Existing funding levels and sources.
- Capital improvements budgeting process.
- Maintenance practices, funding and policies.
- Interjurisdictional agreements and partnerships.

To identify survey participants, Cambridge Systematics will build on current research we are conducting for SCAG as part of the Regional Transportation Plan / Sustainable Communities Strategy (RTP/SCS). We will work with the focus group participants to identify other California peer agencies and peer agencies in other western states we should survey. Possible stakeholders we may consult include the Safe Routes to School, selected members of bicycle advocacy groups in Southern California, and the dozen metropolitan and regional planning organizations we work with in the western states.

Task 2 Deliverables:

- Draft and Final General Public Survey Instrument Online and Telephone (English and Spanish) and 400 completed general public surveys
- Data File
- Draft and Final Trail User Intercept Survey Instrument (English/Spanish) and 300 Completed Intercept Surveys
- Draft and Final Peer Agency Survey and results
- Findings from Peer Agency Survey

Task 3. Research

Task 3.1 General Plan & Non-Motorized Circulation Element Bikeway & Trails Plans:

Alta will review and analyze all existing and proposed circulation elements as background for data analysis and policy recommendations for the Trails Plan as well as a sampling of other County cities. This will include the 2008 Draft Riverside County General Plan Circulation Element, Trails and Bikeway System updates. Alta will also review General Plans of other counties within the SCAG region for background on best practices from within the Southern California region. Alta will examine the researched General Plans for their guidelines pertaining to trail development and standards, implementation, and maintenance.

Task 3.2 District/County Area Plans:

Alta will review and analyze all twenty-one pending Area Plans submitted for the County's General Plan update for issues pertaining to trail manageability, connectivity and feasibility, provide recommendations for trail guidelines and make suggestions for Area Plan revisions related to the trail system. Alta will analyze each area plan in the context of the Regional Trail network as defined by the County of Riverside Board of Supervisors Board Policy J-11. This policy addressed the Regional Trail network and placed responsibility for the network with the District. The policy suggests that the responsibility of the Local/Community network be placed with the local communities or recreation providers.

Task 3.3 Approved Standards and Utilized Trail Types

Alta and Cambridge Systematics will complete a comparative analysis of current County trail standards against information currently recommended by industry standards as outlined in Task 2.2 and make recommendations for revisions to existing county trail standards.

Alta will provide detailed, graphically clarified trail design guidelines for the master plan that are type and context-specific. Specific challenges will be addressed, such as cross-slopes, drainage situations, and combinations of use. Trails are about connections, both in the physical sense of linking people to places, and also in the symbolic sense of connecting people to the environment and historical roots of a region. We will propose elements with sensitivity and respect for the local “sense of place” through layout, materials and design elements that reflect the natural and cultural landscape and preferences of the participants. We will help design sustainable public access improvements that enhance and take advantage of these values, and help accommodate a broad range of users while protecting the site’s environment so that the benefits of access to nature and escape from urban life are protected.

Task 3.4 Maintenance Analysis of Existing District Trails

Specific design guidelines may be recommended for addressing the needs of different user groups, managing use, and mitigating conflicts. Recommendations may include management and maintenance techniques for preventing and resolving conflicts and impacts, signing, mapping, and public information techniques, and cultural and natural resource management recommendations.

Alta will meet with District personnel as well as other County Recreation agencies to determine methods, levels and costs of the existing County maintenance policies. Alta will also survey a random group of Riverside County cities and nearby counties for their policies and provide a report to the District with findings from this investigation and prepare recommendations for a future trail maintenance plan.

Task 3 Deliverables:

- Review and analyze County General Plan and Non-Motorized Circulation Element Bikeway and Trails Plan; District/County Area Plans; Approved Trail Standards and Utilized Types; Existing Maintenance Policies
- Written chapters of research addressing maintenance analysis for inclusion in trails master plan submitted to District for review and comment
- Revisions as necessary for inclusion in the draft master plan.

Task 4. Trail Policy

Task 4.1 Policy Recommendations

Alta will research and review issues that impact trail development, list and examines each issue as a part of the draft Trail Policy Statement. Issues for review will include, but are not be limited to, land use and land rights for trails, easements, public and private liability, management, unsanctioned trail use, illegal motorized trail use and commercial use.

The Trails Master Plan will address opportunities and demand for new trail system extensions as well as improved connectivity to the regional trail system. Combined with site reconnaissance developed in consultation with the County, Alta will use GIS data (ARC GIS Collector and GPS Map My Ride-type applications) to create clear regional maps and plans that County staff, partner organizations, and volunteers can use to implement long-range plans for connections and additions, as well as annual plans for improvement, maintenance, and management. The trail connections plan will address conditions and challenges on the land over which new routes may be studied.

Long-term acquisition is highly opportunity-driven and requires relevant information about each potential connection: acreage, ownership, land use, general plan and zoning designations, topography, existing roads and utilities, and natural resources. The organization of this data into a matrix or spreadsheet can be done efficiently using GIS, and can help all participants understand, compare, and weigh in on the options for improvement and expansion of the system. The GIS data can live on and be used and updated efficiently by the County. Alta is experienced in land and access acquisition studies and plans for regional, state, and national trails systems, such as the San Francisco Bay Trail, the California Coastal Trail, the California Delta Trail, and the Pacific Crest Trail.

Task 4.2 Lead Agency Identification

Guided by an examination of Riverside County Board of Supervisors Board Policy J-11, Alta will thoroughly analyze all potential lead agencies and trail partners in the county and region. Particular attention will be paid to analyzing and identifying the roles and responsibilities for each partner as it pertains to leading the implementation effort of the trails master plan and make recommendations for areas of collaboration.

Task 4.3 Funding Assessment

Alta will analyze data from the trails survey as well as national best practices to determine real costs for the development and maintenance of a manageable trail network for Riverside County. The analysis will determine the initial short term and long term processes for securing funding for trails development and maintenance.

Task 4 Deliverables:

- Research and review issues that impact trail development; potential lead agency and trail partner roles and responsibilities for the master plan implementation and best practices for funding trail development and maintenance
- Written chapters of the Trails Policy Statement will be submitted to the District for review and comment
- Revisions as necessary for inclusion in the draft master plan.

Task 5. Draft and Final Comprehensive Trails Plan

Task 5.1 Draft Trails Plan

Alta will compile all data, information, recommendations regarding existing conditions, mapping, standards, policies, and management into a draft Trails Plan which clearly outlines priorities and timelines. Ten (10) hard copies of the draft plan shall be submitted to the District for review, along with one (1) black

and white, one (1) color and one presentation quality digital copies in PDF format. Alta will further provide the District with appropriate written material and graphics for public presentations.

Task 5.2 Final Trails Plan

Alta will deliver a final plan that includes all elements from the Scope of Work. Deliverables shall include all revisions to the draft Trails Plan based on consolidated comments from the District and its partners and stakeholders. Alta shall deliver twenty-five (25) full color copies of the final plan along with one (1) black and white, one (1) color digital copies for public reproduction and two (2) computer disks with the Final Trails Plan and all related graphics for use by the County in making updates.

Task 5 Deliverables:

- Draft Comprehensive Trails Plan to District for review and comment
- Provide ten (10) hard copies of the Draft Plan for review along with one (1) black and white, one (1) color and one (1) quality digital copy in PDF format
- One revisions as necessary of consolidated comments
- Final Comprehensive Trails Plan to District
- Provide twenty-five (25) full color copies, one (1) black and white, one (1) color digital copies of the final plan; and two (2) computer discs of the Final Trail Plan and all related graphics.

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; Engineering and Design Services.

ITEM	TOTAL AMOUNT (Lump Sum)
A. Project Coordination and Scheduling	\$ <u>159,204</u>
B. Planning Services	\$ <u>263,619</u>
C. Document Preparation/Services Plan	\$ <u>61,792</u>
D. Document Submittal/Approvals	\$ _____
E. Professional Cost Estimation Services	\$ _____
F. Administration Services	\$ _____
G. Administration Services	\$ _____
H. Other Expenses	\$ <u>4,550</u>
TOTAL COST FOR THIS PROJECT:	\$ <u>489,175</u> (Total Amount A-H)

Four hundred eight-nine thousand, one hundred seventy-five 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/mailings, conference calls, office supplies, airfare, mileage, meals; and any other expense required to

perform the services specified in this Request for Proposal.

In case of discrepancy between the written price and the numerical price, the written price shall prevail.

Signature:  Date: 11/18/2015

CERTIFICATION

I, Brett Hondorp, a duly authorized agent of Alta Planning + Design
Printed Name of Agent/Officer Name of Organization/Consortium

Hereby certify that Alta Planning + Design,
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:  Date: 11/18/2015

Title of Agent/Officer: Principal

EXHIBIT D

Consultant Fee – Cost Summary

EXHIBIT 'D'

[illegible]

GENERAL NOTES:

GENERAL NOTES:

- Hours and staff assignments can be adjusted by the consultant as needed to implement the tasks described.
- Hourly rates are for calendar year 2015, and will be adjusted if work is continued into subsequent year(s).

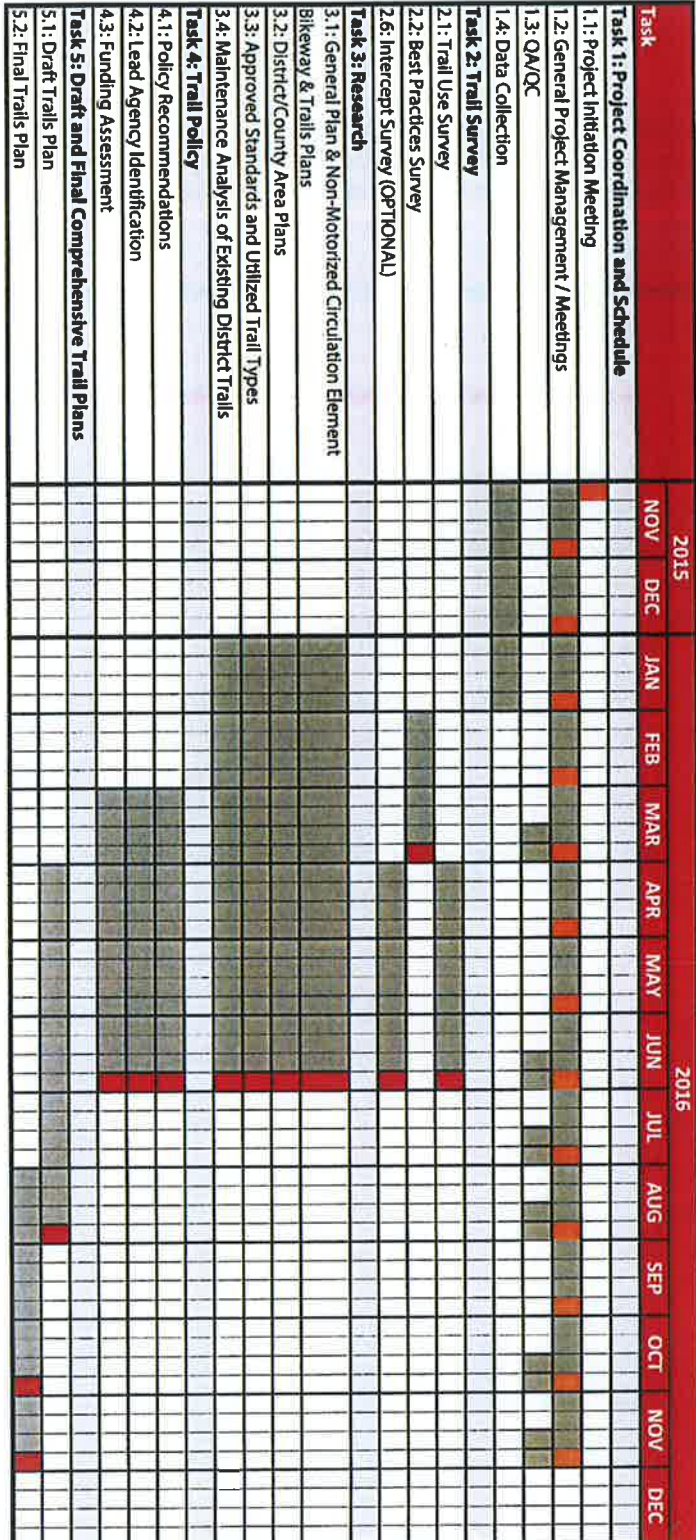
EXHIBIT E

Consultant Performance Period Time Line

EXHIBIT 'E'

Performance Period Time Line

PROJECT SCHEDULE



Task Progress
Meeting / Workshop
Deliverable