

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

836



FROM: Economic Development Agency

SUBMITTAL DATE:
February 15, 2012

SUBJECT: Glen Oaks Fire Station - Amendment to Architectural Services Agreement No. 2

RECOMMENDED MOTION: That the Board of Supervisors:

1. Ratify the attached Amendment No. 2 to the architectural service agreement between the County of Riverside and Nicoloff and Associates, Inc., of San Diego, California, in the amount of \$33,580 and authorize the Chairman of the Board to execute the agreement on behalf of the county; and
2. Authorize the Assistant County Executive Officer/EDA to administer Amendment No. 2 for Nicoloff and Associates, Inc., in accordance with applicable Board policies.

BACKGROUND: (Commences on Page 2)

FISCAL PROCEDURES APPROVED
PAUL ANGULO, CPA, AUDITOR-CONTROLLER
BY Samuel Wong 2/14/12
SAMUEL WONG

Robert Field
Robert Field
Assistant County Executive Officer/EDA

FINANCIAL DATA	Current F.Y. Total Cost:	\$ 33,580	In Current Year Budget:	Yes
	Current F.Y. Net County Cost:	\$ 0	Budget Adjustment:	No
	Annual Net County Cost:	\$ 0	For Fiscal Year:	2011/12

COMPANION ITEM ON BOARD OF DIRECTORS AGENDA: No

SOURCE OF FUNDS: Previously approved project budget contingency (Developer Impact Fees-Western Riverside County Fire Facilities Fund)	Positions To Be Deleted Per A-30	<input type="checkbox"/>
	Requires 4/5 Vote	<input type="checkbox"/>

C.E.O. RECOMMENDATION: APPROVE
BY: Jennifer F. Sargent
County Executive Office Signature

MINUTES OF THE BOARD OF SUPERVISORS

On motion of Supervisor Tavaglione, seconded by Supervisor Buster and duly carried, IT WAS ORDERED that the above matter is approved as recommended.

Ayes: Buster, Tavaglione, Stone and Benoit
Nays: None
Absent: Ashley
Date: February 28, 2012
xc: EDA, CIP, Fire, Auditor

Kecia Harper-Ihem
Clerk of the Board
By: Kecia Harper-Ihem
Deputy

3.31

FORM APPROVED COUNTY COUNSEL
DATE: 2/17/12
BY: MARSHAL VICTOR
REVIEWED BY CIP
John R. Hawkins, County Fire Chief
Riverside County Fire Dept. Department of Public Works

Dep't Recomm.: Consent Policy
Per Exec. Ofc.: Consent Policy

BACKGROUND:

On December 18, 2007, the Board of Supervisors approved an architectural services agreement between the County of Riverside and Nicoloff and Associates, Inc., in the amount of \$261,280, for design services of the Glen Oaks Fire Station. On August 16, 2011, the Board of Supervisors approved an amendment to the architectural services agreement in the amount of \$30,750 for tasks related to the project which were not included in the original scope.

Rancho California Water District requested modifications to the design of the onsite water system. Additionally, ground water was discovered on the site during construction and a cut-off drain system was engineered to address the issue. Drive approaches were also revised to account for the cut-off drain system in order to comply with Transportation guidelines. Due to the modifications requested by Rancho California Water District, the addition of the cut-off drain system and the revised drive approaches, additional civil engineering is required in order to complete the project. As a result of these additional services, Amendment No. 2 will compensate Nicoloff and Associates, Inc., in the amount not-to-exceed \$33,580.

All costs associated with this agreement will be funded using previously approved project contingency (Developer Impact Fees), thus no net county costs will be incurred.

Attachment:

Amendment No. 2
Exhibit A

1 ARCHITECT shall render the following services and related services as listed in
2 Exhibit "A", Exhibit "A-1", and Exhibit "A-2" attached hereto and incorporated by
3 this reference.

4 III. Section IV subparagraph A.1. of the Original Agreement is modified to read as
5 follows::

6 A., DETERMINATION OF AMOUNT. For the services hereinabove required,
7 COUNTY shall pay to ARCHITECT in the manner hereafter provided, a fee of
8 Three Hundred Eighteen Thousand Six Hundred Ten dollars (\$318,610), and
9 shall be paid as provided in paragraph IV, C, Payment.

10 IV. Section IV subparagraph A.4 of the Original Agreement is modified to delete the
11 reference to \$8,326 in reimbursable expenses and to insert \$15,326 in
12 reimbursable expenses.

13
14 IN WITNESS HEREOF, the parties hereto have caused their duly authorized
15 representatives to execute this Second Amendment on
16 FEB 28 2012

17 (To be filled in by Clerk of the Board)

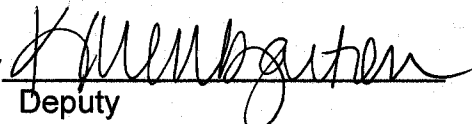
18 **COUNTY OF RIVERSIDE**

19 
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21 **John Tavaglione**
22 Chairperson, Board of Supervisors

Nicoloff and Associates Inc.


23
24 **President**

25 **ATTEST: Keoia Harper-Dunn**
26 Clerk of the Board

27 By 
28 Deputy

James M. Nicoloff, Architect

January 23, 2012

County of Riverside EDA
Project Management Office
3403 10th St., Suite 500
Riverside, CA 92501

Attn: Natalia Brown, Senior Development Specialist

Re: Additional Services for Modifications Required by Rancho California Water District, for Design of a Cut-Off Drainage to Capture Ground Water, for Riverside County Transportation Department Review and Issuance of Encroachment Permit for Construction of Driveways and Utility Connections for Glen Oaks Fire Station, and for Reimbursable Expenses during Construction of Glen Oaks Fire Station

Dear Ms. Brown:

Per your request, we are prepared to provide the additional services identified above.

1. As we have previously discussed the Rancho California Water District has requested modifications to the design of the onsite water system. Specifically, they have requested that the design be modified from the originally approved "manifold" design (which reflected their previous design direction) in favor of three separate connections to the existing waterline in Glen Oaks Road. This change in direction has occurred during the time the project has sat dormant for the past year and a half.
2. At the job site meeting of September 12, 2011, ASR indicated that ground water was present in the foundation trenches. As a result of discussions with you, myself, ASR staff, and Jeff Blake of EEI (Soils Engineer), we were directed to provide documentation of a fix to eliminate the presence of ground water impacting the project. We received a recommendation from Mr. Blake to accomplish this and have asked our Civil Engineer to produce the necessary drawings.
3. After discussion with yourself and County Transportation staff it is our understanding that the access points to the fire station would be modified based on County Standard 803. Therefore, the proposed access improvements will include a 150-foot taper approaching the easterly drive, a 12-foot traveled way between the two driveways and 75-foot taper west of the westerly most driveway. These improvements will be accompanied by striping at the street line, edge lines, Type F markers along the tapers and advance warning signs for the fire station.

Further, the construction in the right-of-way will require the preparation of a separate set of documents (street plans) including a cover sheet and plan sheet. In addition, the changes to access points will require that we modify the precise grading plan and the base for the utility plan.

On the basis of the meeting noted above and subsequent research, we have prepared for the following Scope of Services for your consideration.

- ▶ **Base Sheet** – Prepare a base sheet for street plans based on topographic data previously provided by the County of Riverside. The street plan base sheet will be prepared utilizing a title block

provided by the County of Riverside and the County's Improvement Plan Check Policies and Procedures Manual, dated March 2008. Also, modify the base sheet for the previously approved precise grading plan and utility plan.

- ▶ Precise Grading Plan Modifications – Modify driveway grades based on the proposed improvements in the right-of-way. Modifications will be limited the east and west driveway, small diameter drain lines and appurtenant construction.
- ▶ Utility Plan Modifications – Modify utility plans to accommodate construction of the proposed driveways, per modified County Standard 803.
- ▶ Street Improvement Plans – Prepare plans for driveway improvement in the County's Right-of-Way. The plans will be based on the Improvement Plan Check Policies and Procedures, dated March 2008 and information obtained during our January 12th meeting. The plan set will include title sheet showing general notes, construction notes, vicinity map, sheet index and quantities and a plan sheet showing the proposed driveway improvements including tapers, a 12-foot traveled way between the driveway, a 14-foot multi use trail and signage and striping. *Please note that no profile will be prepared for the improvements in the County Right-of-Way.*
- ▶ Quantity Estimates – Prepare revised quantities for the precise grading plan based on changes to the driveways, small diameter drain lines and appurtenant facilities. Prepare a separate quantity estimate for improvements in the County Right-of-Way and include on the street plan cover sheet.
- ▶ Meetings and Processing – Attend meeting with the County Transportation Department subsequent to each plan check. We have assumed approval of the plans will require three plan checks. Attend two additional meetings with the Transportation Department and/or EDA staff as requested.

Exclusions include traffic engineering, structural section calculations, geotechnical engineering, hydrology calculations, modification of RCWD water plans, modification of the SWPPP or WQMP, surveying, right-of-way acquisition, legal descriptions and plats, permit applications, permit fees, post design services and preparation of record drawings.

4. Additionally, this project has gone through an extensive delay (not quite three years) prior to construction commencing, resulting in the previously estimated reimbursable expenses being exhausted. As a result, the cost of simply attending job site meetings, let alone other costs such as printing, is not covered by the remaining contractual fees. We are therefore requesting additional reimbursable fees be provided by the County of Riverside.

We are proposing to furnish the desired architectural and engineering services for Thirty-three thousand five hundred eighty dollars (\$33,580.00). Additional services (if required) will be provided on a negotiated basis, based on the attached fee schedule.

Sincerely,

James M. Nicoloff
President

JMN/nbs
encl.