

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



822

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

**SUBMITTAL DATE:**  
April 11, 2016

**SUBJECT:** Approval of the Amendment No. 2 for the Planning Services Agreement between the County of Riverside and Michael Baker International (formerly Pacific Municipal Consultants, Inc.) increasing contract amount for one year. [All Districts]; [\$450,000]; 100% General Fund

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

1. Approve and execute the Amendment No. 2 for FY 15/16, to the professional services agreement with Michael Baker International, increasing the contract amount \$150,000 from \$300,000 to \$450,000.
2. Authorize the Purchasing Agent, in accordance with Ordinance No. 459, to sign amendments that do not change the substantive terms of the agreement, including amendments to the compensation provisions that do not exceed 10% contingency, based on the availability of fiscal funds for required services as approved to form by County Counsel.

**Summary begins on page 2**

Steve Weiss  
Planning Director

Juan C. Perez  
Director of Transportation & Land  
Management Agency

FINANCIAL DATA	Current Fiscal Year:	Next Fiscal Year:	Total Cost:	Ongoing Cost:	POLICY/CONSENT (per Exec. Office)
COST	\$ 450,000	\$ 0	\$ 450,000	\$ 0	Consent <input type="checkbox"/> Policy <input checked="" type="checkbox"/>
NET COUNTY COST	\$ 0	\$ 0	\$ 0	\$ 0	

**SOURCE OF FUNDS:** General Fund (100%) included in Planning approved FY 15/16 Budget  
 Budget Adjustment: No  
 For Fiscal Year: FY15/16

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

APPROVE

BY:   
Tina Grande

**County Executive Office Signature**

**MINUTES OF THE BOARD OF SUPERVISORS**

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

Ayes: Jeffries, Washington and Benoit  
 Nays: None  
 Absent: Tavaglione and Ashley  
 Date: June 7, 2016  
 xc: Transp., Purchasing

Kecia Harper-Ihem  
 Clerk of the Board  
 By:   
 Deputy

**Prev. Agn. Ref.:** 3-39 on 01-07-14  
 3-50 on 07-01-14

**District:** All

**Agenda Number:**

**3-38**

FORM APPROVED COUNTY COUNSEL  
 BY:   
 GREGORY P. PRIAMOS  
 DATE

Departmental Concurrence

Teresa Summers, Assistant Director

Purchasing & Fleet Services

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

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

**FORM 11:** Approval of the Amendment No. 2 for the Planning Services Agreement between the County of Riverside and Michael Baker International (formerly Pacific Municipal Consultants, Inc.) increasing contract amount for one year. [All Districts]; [\$450,000]; 100% General Fund

**DATE:** April 11, 2016

**PAGE:** 2 of 2

**BACKGROUND:**

**Summary (continued)**

On January 7, 2014 the County entered into a Professional Services Agreement with Pacific Municipal Consultants (PMC) for \$300,000 for contract planner services. On July 1, 2014 the Board of Supervisors approved Amendment No. 1 to the agreement with PMC for the 5<sup>th</sup> Cycle Housing Element update, increasing the contract amount by \$400,000 for this purpose. It was anticipated that the work would be completed in FY14/15. However, a key component of the Housing Element update was to identify suitable sites that would accommodate the County's Regional Housing Needs Assessment of approximately 1,000 acres of higher density development. These sites had to be identified before work could begin on the draft 5<sup>th</sup> Cycle Housing Element and its accompanying draft Environmental Impact Report (EIR). Due to the need to carefully identify suitable sites, some of the work effort is being realized in FY15/16. Release of the draft EIR is occurring in April 2016 and Planning Commission public hearings are expected to occur in summer of 2016, with Board consideration in fall 2016.

Over the course of this project, PMC was purchased by Michael Baker International and the contract was updated accordingly. Proposed Amendment No. 2 includes an additional \$150,000 to finalize the EIR and complete the public hearing process. The Planning Department is requesting that the Board approve Amendment No. 2 to the agreement with Michael Baker International, increasing the annual contract amount for the 5<sup>th</sup> Cycle Housing Element to \$450,000 to cover the additional anticipated Housing Element costs, as well as to add project personnel and their corresponding rates for this project.

Contract costs associated with the 5<sup>th</sup> Cycle Housing Element include \$97,000 incurred in FY14/15, \$370,000 in FY15/16 and an estimated \$50,000 in FY16/17 for a total project cost of approximately \$517,000.

**Impact on Residents and Businesses**

The Housing Element is a required component of the County's General Plan, which sets the vision for how the County will grow into the future. Having a State-approved Housing Element will allow the County to compete for a number of funding programs that will improve the quality of life of our constituents, and to continue to grow and develop in conformance with our General Plan.

**SUPPLEMENTAL:**

**Additional Fiscal Information**

The Planning Department will use its current general fund allocation in the approved FY15/16 budget for the Housing Element portion of this contract.

**Contract History and Price Reasonableness**

On January 7, 2014 the County entered into an agreement with three Planning firms including Michael Baker International (formerly PMC), as a result of an RFP evaluation for a variety of planning services. The Planning Department solicited proposals on the 5<sup>th</sup> Cycle Housing Element update from two of these firms. After an extensive review and interview process performed by Planning, EDA Housing, and County Counsel, Michael Baker International was selected as the most qualified firm to conduct this work. On July 1, 2014, Amendment No. 1 to the Michael Baker contract was approved by the Board of Supervisors.

**Attachments:**

Amendment No. 2 to the Agreement with Michael Baker International

COUNTY OF RIVERSIDE  
AMENDMENT NO. 2 TO THE AGREEMENT  
WITH  
MICHAEL BAKER INTERNATIONAL (FORMERLY PACIFIC MUNICIPAL  
CONSULTANTS, INC.)  
TLARC-92561-013-06/18

---

Original Contract Term:	January 7, 2014 through June 30, 2019
Amended Contract Term:	N/A
Effective Date of Amendment:	May 1, 2016
Original Annual Maximum Contract Amount:	\$300,000
Maximum Contract Amount:	\$450,000

The Agreement between County of Riverside, herein referred to as COUNTY and Michael Baker International (formerly Pacific Municipal Consultants, Inc.), herein referred to as CONTRACTOR, entered into as of January 7, 2014, is amended as follows:

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

"The COUNTY agrees to pay CONTRACTOR for services performed at an annual rate of four hundred fifty thousand dollars (\$450,000) through June 30, 2016, including all expenses, based on the availability of fiscal funding. For any remaining years of the Agreement, the COUNTY agrees to pay CONTRACTOR for services performed at an annual rate of three hundred thousand dollars (\$300,000), including all expenses, based on the availability of fiscal funding.

2. On Page 32 of the Agreement, amend "Exhibit B, Payment Provisions" to add the following positions and hourly rates:

14. Senior Planner \$110.00
15. Director \$187.00
16. Principle \$170.00
17. Staff Analyst \$76.00

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

*aw*

COUNTY OF RIVERSIDE  
AMENDMENT NO. 2 TO THE AGREEMENT  
WITH  
MICHAEL BAKER INTERNATIONAL (FORMERLY PACIFIC MUNICIPAL  
CONSULTANTS, INC.)  
TLARC-92561-013-06/18

---

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

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

By: John J. Benoit  
John J. Benoit, Chairman

Board of Supervisors  
Dated: JUN 07 2016

MICHAEL BAKER  
INTERNATIONAL (FORMERLY  
PACIFIC MUNICIPAL  
CONSULTANTS)

By: Kevin Gustaf

Name: Kevin Gustaf

Title: Vice President

Dated: 4/6/2016

ATTEST:

Kecia Harper-Ihem  
Clerk of the Board

By: Kecia Harper-Ihem  
Deputy

APPROVED AS TO FORM:

Gregory P. Priamos  
County Counsel

By: Nausha A. Kieder  
4/19/16  
Deputy County Counsel

**Riverside County Board of Supervisors  
Request to Speak**

Submit request to Clerk of Board (right of podium),  
Speakers are entitled to three (3) minutes, subject  
to Board Rules listed on the reverse side of this form.

**SPEAKER'S NAME:** MS Miller

**Address:** 3-38  
(only if follow-up mail response requested)

**City:** \_\_\_\_\_ **Zip:** \_\_\_\_\_

**Phone #:** \_\_\_\_\_

**Date:** \_\_\_\_\_ **Agenda #** \_\_\_\_\_

**PLEASE STATE YOUR POSITION BELOW:**

**Position on "Regular" (non-appealed) Agenda Item:**

\_\_\_\_\_ **Support**     **Oppose**    \_\_\_\_\_ **Neutral**

**Note:** If you are here for an agenda item that is filed  
for "Appeal", please state separately your position on  
the appeal below:

\_\_\_\_\_ **Support**    \_\_\_\_\_ **Oppose**    \_\_\_\_\_ **Neutral**

**I give my 3 minutes to:** \_\_\_\_\_

## **BOARD RULES**

### **Requests to Address Board on "Agenda" Items:**

You may request to be heard on a published agenda item. Requests to be heard must be submitted to the Clerk of the Board before the scheduled meeting time.

### **Requests to Address Board on items that are "NOT" on the Agenda:**

Notwithstanding any other provisions of these rules, member of the public shall have the right to address the Board during the mid-morning "Oral Communications" segment of the published agenda. Said purpose for address must pertain to issues which are under the direct jurisdiction of the Board of Supervisors. YOUR TIME WILL BE LIMITED TO THREE (3) MINUTES.

### **Power Point Presentations/Printed Material:**

Speakers who intend to conduct a formalized Power Point presentation or provide printed material must notify the Clerk of the Board's Office by 12 noon on the Monday preceding the Tuesday Board meeting, insuring that the Clerk's Office has sufficient copies of all printed materials and at least one (1) copy of the Power Point CD. Copies of printed material given to the Clerk (by Monday noon deadline) will be provided to each Supervisor. If you have the need to use the overhead "Elmo" projector at the Board meeting, please insure your material is clear and with proper contrast, notifying the Clerk well ahead of the meeting, of your intent to use the Elmo.

### **Individual Speaker Limits:**

**Individual speakers are limited to a maximum of three (3) minutes.** Please step up to the podium when the Chairman calls your name and begin speaking immediately. Pull the microphone to your mouth so that the Board, audience, and audio recording system hear you clearly. Once you start speaking, the "green" podium light will light. The "yellow" light will come on when you have one (1) minute remaining. When you have 30 seconds remaining, the "yellow" light will begin flash, indicating you must quickly wrap up your comments. Your time is up when the "red" light flashes. The Chairman adheres to a strict three (3) minutes per speaker. **Note: If you intend to give your time to a "Group/Organized Presentation", please state so clearly at the very bottom of the reverse side of this form.**

### **Group/Organized Presentations:**

Group/organized presentations with more than one (1) speaker will be limited to nine (9) minutes at the Chairman's discretion. The organizer of the presentation will automatically receive the first three (3) minutes, with the remaining six (6) minutes relinquished by other speakers, as requested by them on a completed "Request to Speak" form, and clearly indicated at the front bottom of the form.

### **Addressing the Board & Acknowledgement by Chairman:**

The Chairman will determine what order the speakers will address the Board, and will call on all speakers in pairs. The first speaker should immediately step to the podium and begin addressing the Board. The second speaker should take up a position in one of the chamber aisles in order to quickly step up to the podium after the preceding speaker. This is to afford an efficient and timely Board meeting, giving all attendees the opportunity to make their case. Speakers are prohibited from making personal attacks, and/or using coarse, crude, profane or vulgar language while speaking to the Board members, staff, the general public and/or meeting participants. Such behavior, at the discretion of the Board Chairman may result in removal from the Board Chambers by Sheriff Deputies.