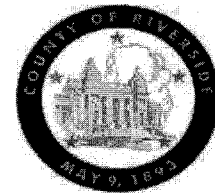


**SUBMITTAL TO THE BOARD OF SUPERVISORS
COUNTY OF RIVERSIDE, STATE OF CALIFORNIA**



ITEM
3.13
(ID # 2066)

MEETING DATE:
Tuesday, November 15, 2016

FROM : RIVERSIDE UNIVERSITY HEALTH SYSTEM and ECONOMIC DEVELOPMENT AGENCY (EDA):

SUBJECT: ECONOMIC DEVELOPMENT AGENCY (EDA) AND RIVERSIDE UNIVERSITY HEALTH SYSTEM: Riverside University Health System Mental Health Building – Ratify Amendment No. 2 to the Architectural and Engineering Services Agreement with HKS Architects, Inc., District 5, [\$0], RUHS Enterprise Fund 40050-100%

RECOMMENDED MOTION: Continued on page 2:

ACTION: Policy, CIP

Robert Field
Robert Field, Assistant County Director of Economic Development 10/24/2016

FINANCIAL DATA	Current Fiscal Year:	Next Fiscal Year:	Total Cost:	Ongoing Cost
COST	\$0	\$ 0	\$ 0	\$ 0
NET COUNTY COST	\$ 0	\$ 0	\$ 0	\$ 0
SOURCE OF FUNDS: RUHS Enterprise Fund 40050-100%			Budget Adjustment: No	
			For Fiscal Year: 2016/17	

C.E.O. RECOMMENDATION: Approved

MINUTES OF THE BOARD OF SUPERVISORS

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

Ayes: Jeffries, Benoit and Ashley
Nays: None
Absent: Tavaglione and Washington
Date: November 15, 2016
xc: EDA, RUHS

Kecia Harper-Ihem
Clerk of the Board
By: *[Signature]*
Deputy

3-13

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

RECOMMENDED MOTION: That the Board of Supervisors:

1. Ratify the attached Amendment No. 2 to the architectural and engineering services agreement between the County of Riverside (County) and HKS Architects, Inc. (HKS), in the credit amount of (\$654,026), plus a reimbursable credit allowance of (\$100,484), for the Riverside University Health System (RUHS) Mental Health Building, 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 HKS in accordance with applicable Board policies.

BACKGROUND:

Summary

(Commences on Page 2)

BACKGROUND:

Summary

On September 2, 2008, the Board of Supervisors (Board) approved in-principle, six projects for RUHS, formerly known as Riverside County Regional Medical Center (RCRMC). One of the projects contemplated was a mental health in-patient facility.

On June 16, 2009, the Board approved the architectural and engineering services agreement with HKS; and on March 23, 2010, the Board approved Amendment No. 1 for HKS in the amount of \$765,000 to include the design of the Emergency Treatment Services (ETS) department. With the signing of the Patient Protection and Affordable Care Act, the project was placed on hold to investigate impacts on revenue streams. The project can no longer proceed in its present form; therefore, the Economic Development Agency (EDA) recommends the Board approve Amendment No. 2 in the credit amount of \$754,510 to the architectural and engineering services agreement with HKS, which will revise the outstanding balance of the agreement to align with services performed and for the terminated services.

EDA will return to the Board under separate cover with a new project delivery method for the RUHS Mental Health In-Patient facility.

Impact on Citizens and Businesses

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

While the quality of behavioral health services should be improved with a new facility, there is no known impact to citizens or businesses as a result of the recommended motions.

Architectural Contract History

DESCRIPTION	AMOUNT	PERCENT	DESCRIPTION
Base Service Contract Reimbursable	5,714,066 200,000	0.00%	Base contract for architectural and engineering services plus reimbursable.
Amendment No.1 Service Contract Reimbursable	725,000 40,000	12.94%	Additional services for adding the Emergency Treatment Services building.
Amendment No.2 Service Contract Reimbursable	(654,026) (100,484)	(12.76)%	Terminate the remainder of base and Amendment No.1 services, add emergency department remodel.
TOTAL	\$ 5,924,556	00.18%	

Additional Fiscal Information

The unspent budgeted funds resulting from this action will be rolled into to the RUHS Enterprise Fund 40050, thus no departmental budget adjustment is required at this time.

Attachment:

Amendment No. 2 to HKS Architects, Inc.

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

RF:JV:VC:SP:mg FM08430003952 13335-2066
S:\Project Management Office\FORM 11'S\FORM 11's in Process\13335 - 2066_D6 - 003952 - RUHS Mental Health Building -
Amend No 2 to HKS_120616.docx

AMENDMENT NO. 2
TO THE AGREEMENT BETWEEN
COUNTY OF RIVERSIDE AND HKS ARCHITECTS INC.

The County of Riverside and HKS Architects Inc. of Beverly Hills, CA hereby agree to amend that certain Agreement for architectural and engineering services associated with the RCRMC Mental Health Building (FM08430003952) approved on June 16, 2009 Agenda item 3.29, and first amended on March 23, 2010 Agenda item 3.16, as follows:

- Section II, SCOPE OF WORK, shall be modified in the first paragraph to read as follows:
“Architect has been instructed to stop and is relieved from completing the scope of work described in Exhibit A of the original Agreement and Amendment No. 1. Architect shall provide services as outlined as specified in **Exhibits A-2, A-2.1, A-2.2 and A-2.3** all consisting of twenty-seven (27) pages attached hereto and incorporated by this reference.”
- Section III, ARCHITECT’S SERVICES, is modified to reflect the following performance timelines for the services specified under **Exhibits A-2, A-2.1, A-2.2 and A-2.3** as follows:
“For work under Exhibits A-2 through A-2.3:
A. PROGRAMING VERIFICATION – no work under this phase.
B. SCHEMATIC DESIGN – work under this phase to be completed within 8 weeks from authorization.
C. DESIGN DEVELOPMENT – work under this phase to be completed within 8 weeks.
D. CONSTRUCTION DOCUMENTS – work under this phase to be completed within 12 weeks from authorization.
E. & F. BIDDING AND CONSTRUCTION – as reflected in the final bid documents currently estimated at 18 months.”
- Section IV. ARCHITECTS COMPENSATION, shall be modified in the first paragraph to add the following:
“The County shall pay the Architect for services performed and expenses incurred in accordance with the terms of Exhibit A-2, A-2.1, A-2.2 and A-2.3. The total amount of credit to be deducted from the compensation owed to Architect under this Agreement due to the change in Scope of Work, shall be \$654,026.19 in fees and \$100,484.00 in reimbursables, for a new not to exceed total amount of fee compensation of \$5,785,039.81 and reimbursable expenses of \$139,516.00 unless a written amendment to this Agreement is executed by both parties prior to performance of additional services.”

- All other terms and conditions of the Agreement not modified herein shall remain in full force and effect.

ATTEST:
Kecia Harper-Ihem
Clerk of the Board

By: Kaleubayton
Deputy

County of Riverside
John J. Benoit
John J. Benoit
Chairperson, Board of Supervisors

Architect
HKS Architects, Inc.

By: Michael Kim
Michael Kim, Principal

FORM APPROVED COUNTY COUNSEL
BY: Marshall Victor 9/27/16
MARSHAL VICTOR DATE



MICHAEL H. KIM AIA, ACHA, LEED AP
PRINCIPAL

06 November 2014

Mr. Sergio Pena
Supervising Facilities Project Manager
Project Management Office, Riverside Co EDA
3403 10th Street, Suite 400
Riverside, CA 92501

Re: Riverside County Regional Medical Center
Expansion and Remodeling of the Emergency Department
Proposal for A/E Services related to County of Riverside Project #FM08430003952/
#FM054300050888
HKS Project. No. 12215.004 rev. 3 (revisions noted in red)

Dear Sergio:

Per your request HKS respectfully submits this *revised* proposal for professional architectural and engineering design services as required to plan, document, obtain plan approval for, and assist during construction and closeout for selected improvements at RCRMC. The details of our proposal are as follows:

SCOPE OF WORK

HVAC Study (Proposal dated November 8, 2012):

Based upon our meeting on 27 September 2012, our understanding of the scope of work for this effort is to perform a mechanical engineering assessment of the existing capacity and planned expansion of the central chiller plant as relates to the requirements of the ED Expansion project. Additionally, the team will perform a review and validation of the construction cost estimate of the ED Expansion project:

- Review existing documentation including as-builts and proposed design documents
- Interview facilities personnel for current operation of central plant
- Attend two site meetings for investigation purposes
- Attend two client meetings to discuss progress and results
- Analyze operation of existing central plant and thermal energy storage system as it
 - relates to capacity
- Provide options in lieu of expansion of central plant and associated costs
- Documentation of Mechanical findings and observations
- Perform rough-order of magnitude costs for central plant expansion
- Perform verification of prior cost model for the ED Expansion project
- Prepare preliminary and final report of findings

ASSUMPTIONS

- As-built verification
- Performing data readings (to be provided by owner)

Urgent Care Study (Proposal dated October 7, 2014)

The work is located on the campus of the Riverside County Regional Medical Center campus at 26520 Cactus Ave, Moreno Valley, CA, and consists of preliminary re-planning for urgent care use of the previously designed 16,000sf ETS building:

- Prepare preliminary sketch plans for urgent care use of the previously designed 16,000sf ETS building
- Attend a user group meeting to review the initial plans and discuss departmental needs and adjacencies
- Revise preliminary plans based on the user group feedback; transmit to RCRMC for review

ASSUMPTIONS

- This is a preliminary study only and does not include detailed design, engineering, permitting or construction phase services
- Changes in the assumptions noted above will require changes in HKS's scope and fee

Emergency Department Expansion:

The work is located on the first floor of the existing Emergency Department at Riverside County Regional Medical Center campus at 26520 Cactus Ave, Moreno Valley, CA, and consists of addition to or remodeling of approximately 6,000sf in the following areas:

- Reconfigure approximately 4,400sf at the main north entry area to ED to accommodate Reception and Patient Waiting a 6-bay Rapid Medical Evaluation unit with Physician Work Room, a shared Office, Results Waiting area, and a Family Counseling area.
- Reconfigure approximately 1,300sf in the *west* corner of the department to accommodate 5 new Trauma Bays, a 300sf *Level One compliant* Trauma Room *with supporting nurse stations and storage area.*
- Reconfigure Room F1090 (Darkroom/Copy Room) and the space immediately adjacent to create a 165sf Office.
- Reconfigure vehicular entry area to accommodate a dedicated drop off aisle and two lanes of traffic in front of ED remodel and modify select areas of parking to accommodate this reconfiguration.
- To provide additional Architectural, Structural, and Electrical services for the upgrade main Emergency Power electrical infrastructure of the hospital to incorporate a new ATS, transformer, two switchboards, and a panel board. Tentative location is room F0032, where there is already sufficient cooling.
- Diagrammatic drawings for the temporary access to the Emergency Department and the mobile trailers during construction to assist the General Contractor.
- To provide additional Construction Administration time to accommodate (3) phases of Construction. Construction is estimated to take 18 months. Attendance at additional meetings during construction with allocation for Bi-Monthly meetings.
- To provide for additional services for Architectural, Structural, Mechanical, Electrical, Plumbing for the Trauma/Treatment room and scrub sink.
- To provide AV design for the Trauma rooms. It was requested that the Trauma rooms have both audio and visual devices such as cameras, microphones and controls. Devices for audio will need to separate from the visual devices and be on a secure service.
- To provide for additional equipment for the "Level 1" Trauma and Trauma/Treatment rooms.
- Expand existing security system into new security closet and add HVAC cooling to room.
- To provide additional parking lot lighting due to the expanded project area.

- Survey portion of the buildings fire sprinkler system as they pertain to this project to create an as-built to use for the fires sprinkler design.
- To provide additional cooling for the existing ITF/COMM room inside of Clean Room F1208.
- To provide additional researching hours at the request of Sergio Pena for existing conditions, which RCRMC cannot provide drawings of and assistance with working with vendors to develop specifications for the Nurse Call.

ASSUMPTIONS

- The building is I occupancy and the project is under jurisdiction of OSHPD
- The construction will be phased to allow continuous operation of the department
- Functional and space planning has been completed and approved by RCRMC and forms the basis of the design for the general arrangement of spaces
- Major structural retrofit, strengthening of structural members, or modifications to the building's seismic/gravity system is not anticipated
- Anchorage design as required for above ceiling engineered systems will be performance-based
- Landscape design will be provided under RCRMC's existing contract with HGA
- A Geotechnical report with recommendations for grading, storm water infiltration, and paving for various vehicular loads, and ALTA and topographic site surveys will be provided by RCRMC
- Abandoning or relocating existing utilities can be a lengthy process and the design team cannot be held responsible for delays in the project due to factors beyond their control
- HKS will coordinate with other consultants on campus who are retained by RCRMC
- The temporary covered drop-off will be shown diagrammatically on the drawings and will be provided as part of the Contractor's General conditions.

Basic Services - The scope of basic services for this effort will be delivered in six phases which are generally described as follows:

Phase 1 - Schematic Design (Est. duration - 8 weeks* from Notice to Proceed)

- Meet with the primary user group(s) to review and confirm the previously approved planning concept, the project program, the project budget, and the design schedule - Maximum of (1) one, 4-hour meeting on site)
- Re-programming based on RCRMC Physician Consulting Group, including 1 additional meeting on site with the Physician Group to review comments and obtain sign-off approval on floor plan
- Based on the approved planning concept, develop and distribute architectural backgrounds to the design team
- Coordinate the design and activities of the design team through meetings and correspondence
- Meet with select user group(s) to review progress of the design and present options for design and character of the exterior addition and site improvements, confirm the general arrangement and nature of the interior spaces, fix the concepts for the main engineered systems and major pieces of equipment, and clarify or implement any required or requested changes in project scope, budget, or schedule - (maximum of (2) two, 4 hour meetings on-site)
- Publish a schematic design package to RCRMC to include an opinion of probable cost at schematic design level for RCRMC review, comment, and approval
- Obtain RCRMC written approval to proceed to Phase 2

Phase 2 - Design Development (Est. duration = 8 weeks* from approval of Schematic Design)**

- Based on written approval by RCRMC for Phase 1 and any approved changes in project scope, budget, or schedule continue development of the design in all systems and disciplines
- Meet with select users and design disciplines to review detailed design requirements for all architectural elements, all engineered systems, equipment, and materials, products, colors and finishes - Maximum of (3) three, 4-hour meetings on site)
- Coordinate the design and activities of the design team through meetings and correspondence
- Publish Design Development package to RCRMC for review, comment, and approval
- Obtain RCRMC written approval to proceed to Phase 3
- Meet with RCRMC to review the cost estimate and based upon an expanded Design Development package and obtain approval from RCRMC (this is in lieu of the CD cost estimate).
- Publish an expanded design development (including revisions to the Treatment/Trauma room, temporary access plan to the ED, and Emergency power upgrade in the basement) package for cost estimation for RCRMC review, comment, and approval.

Phase 3 - Construction Documents (Est. duration = 12* weeks from approval of Design Development)

- Based on written approval by RCRMC for Phase 2, and any approved changes in project scope, budget, or schedule continue development of the construction documents in all systems and disciplines setting forth the details for construction and as required for submission to, and review by OSHPD
- Coordinate the design and activities of the design team through meetings and correspondence
- Meet with RCRMC to review progress of the design and documentation - (maximum of (2) two, 8-hour meetings on site).
- Submit to OSHPD and other AHJ's for plan review
- Revise and re-submit according to OSHPD and other AHJ comments and assist RCRMC in obtaining plan approval
-

Notes: *No allowances have been made in the suggested design phase durations for RCRMC review periods

**HKS will proceed to subsequent phases, typically, based on written authorization to proceed

Phase 4 - Bidding

- Assist RCRMC in preparing document packages as needed for distribution for competitive bidding in accordance with RCRMC and County bidding and procurement requirements
- Attend (1) pre-bid conference on site
- Issue clarifications of the design and documents through addenda as needed prior to bid deadline
- Assist RCRMC in evaluating contractor's bids, if requested

Phase 5 - Construction Contract Administration (Est. duration = 18 months)

- Attend (1) one pre-construction meeting on-site
- Respond to the contractor's requests for information and clarifications
- Respond to the contractor's cost change proposals
- Maintain the architect's database of RFI's and submittals
- Review the contractor's applications for payment, if requested
- At the architect's discretion visit the project site at intervals appropriate to the progress of construction to determine if the construction is proceeding in general conformance with the intent of the construction documents, compile written and photographic record of each site visit, and inform RCRMC of findings and observations
- Attend construction progress meetings on-site. Attendance is based upon Bi-Monthly meetings per the duration above. Allotment (1) day per meeting for meeting prep, travel and preparation of meeting notes.
- MEP to attend additional observation site visits due to additional phasing and OSHPD Verified reports for each Phase.
- Attend (1) one punch list walk-through to determine date of substantial completion
- Attend (1) one punch list walk-through to determine date of final completion
- Coordinate with the ACO and IOR to complete TIO and Verified Compliance Reports

Phase 6 - Closeout

- Gather and collate closeout information from the general contractor
- Prepare record drawings from information provided by the general contractor

Exclusions - The scope of services for this project specifically excludes the following:

- Architectural and Engineering services outside of the project boundaries.
- Geotechnical studies and investigations
- Discovery/testing/analysis/abatement of hazardous materials
- Exhaustive on-site surveys to determine and /or record existing conditions other than the fire sprinklers survey in the immediate project scope.
- Production of as-built drawings of existing buildings
- Design of new central utility plant or modifications to existing central utility plant
- Materials testing, or special inspections required by governing authorities
- Full time, on-site construction administration services
- Design or procurement of Fixtures, Furnishings, Equipment, Artwork, Interior Plantings
- Utility locating services
- Radiological Design
- Permit Expediting

PROJECT TEAM

HKS will provide and coordinate the services of the following disciplines under a single work authorization:

Architecture and Medical Planning	HKS
Interior Design (Basic Finishes)	HKS
Civil Engineering	KPFF
Structural Engineering	TMAD
MPE/Low Voltage/Fire Protection	DCGA and BPA
Cost Estimating	Cumming and Snyder Langston
Medical Equipment Planning	CEC
Security Design & Audio Visual	Sparling
Environmental Graphics	Motivational Systems

Compensation

HVAC Study (Proposal dated November 8, 2012):

The fee for the scope of work defined will be a stipulated sum of \$23,185.00
 Reimbursable expenses are estimated to be \$280.90

Urgent Care Study (Proposal dated October 7, 2014)

The fee for the scope of work defined will be a stipulated sum of \$17,015.00
 Reimbursable expenses are estimated to be \$252.25

Emergency Department Expansion and TI:

Basic compensation for the services noted above shall be a stipulated sum of \$661,685.00 (not including reimbursable expenses), and allocated to the disciplines as follows:

Architecture and Medical Planning	
Re-programming per RCRMC Physician Consulting Group	\$450,280.00
Interior Design (Basic Finishes)	\$8,500.00
Civil Engineering	\$19,800.00
Structural Engineering	\$22,000.00
MPE/Low Voltage/Fire Protection	\$27,800.00
Cost Estimating	\$111,760.00
Medical Equipment Planning	\$9,600.00
Security Design & Audio Visual	\$15,820.00
Environmental Graphics	\$15,960.00
	\$2,400.00
Total	\$683,920.00

Compensation shall be allocated to the project phases as follows:

Phase 1 - Schematic Design	14%	\$91,882.80
Phase 2 - Design Development	22%	\$142,928.80
Phase 3 - Construction Documents	30%	\$212,755.00
Phase 4 - Bidding	1%	\$10,209.20
Phase 5 - Construction Contract Administration (3 Phases)	32%	\$215,935.00
Phase 6 - Project Closeout	1%	\$10,209.20
	100%	\$683,920.00

Reimbursable Expenses

Expenses for travel (including out of town travel expenses and per diem for core team members), plotting, reproduction, deliveries, faxes, data storage, and toll telephone calls will be reimbursable at cost plus 10%, including those of our consultants. For budgeting purposes reimbursable expenses are estimated not to exceed 3% of the total fee or about \$19,800.00.

Additional Services

Services of HKS that may be required or requested which are in addition to those indicated above shall be considered additional services and may be negotiated on a case by case basis in accordance with the Master Owner/Architect Agreement and HKS's current hourly rates schedule - Exhibit A attached

The basic services described in this proposal and reimbursable expenses fees are based upon the project being developed and issued as a single package for bidding and construction. In the event the project requires additional separate packages or phased review, compensation for basic services and reimbursable expenses shall be reviewed and equitably adjusted.

HKS is currently under contract with Riverside County and using the Riverside County Master Agreement with modifications. This agreement may be terminated by Riverside County for any reason upon receipt by HKS of notice of termination, and may be terminated by either party for any default with seven days notice of termination.

With payment in full of all compensation and expenses that become due, documents prepared by HKS may be used for this project only.

We appreciate your confidence in HKS and hope to continue a productive relationship with you, your team, and Riverside County Regional Medical Center. I trust this proposal is in accordance with your expectations related to the scope of services required to complete the project. Please do not hesitate to contact me if you have any questions or comments regarding the contents of our proposal. In the meantime we look forward to your response and the successful completion of the ED Expansion and Remodeling project.

Sincerely,



Michael H. Kim, AIA, ACHA, LEED AP

AGREED:

This _____ day of _____, 2014
On behalf of the County of Riverside

By:

Signature Title

cc: Steven Lopez - HKS
Tina Go - HKS
Attachments - Exhibit A, HKS 2014 Hourly Rates

EXHIBIT A
HKS 2014 HOURLY RATE SCHEDULE

Principal	\$295
Senior Vice President	\$260
Vice President	\$225
Associate	\$210
Professional Staff	\$165
Technical Staff	\$120

These rates are valid for one year from the date of this Agreement. After that time, the rates may increase, at the option of the Architect, by 5% per year.



EXHIBIT A-2-1

**MICHAEL H. KIM AIA, ACHA, LEED AP
PRINCIPAL**

9 June 2015
16 October, 2015 Revised

Mr. David Baucom
Facilities Project Manager III
Project Management Office, Riverside Co EDA
3403 10th Street, Suite 400
Riverside, CA 92501

Re: Riverside County Regional Medical Center
Expansion and Remodeling of the Emergency Department
Proposal for A/E Services related to County of Riverside Project #FM08430003952/
#FM054300050888
HKS Project No. 12215.004

Revised Exterior Materials of the Emergency Department

Dear David:

Per your request HKS respectfully submits this proposal for professional architectural design services as required to study revision of the façade design at RCRMC. The details of our proposal are as follows:

SCOPE OF WORK

1. Exterior Material Modifications:

Based upon a meeting on 5/28/2015 and our teleconference on 6/3/2015 RCRMC has requested that the design team provide a proposal for changing the exterior materials to the expansion. Riverside Co previously directed HKS to proceed with preliminary design studies based on a separate proposal dated 5/08/2015. RCRMC has now directed HKS to proceed with revisions to the construction documents based on the preliminary studies. The exact material has not been decided yet, however it was determined that RCRMC wants the exterior materials changed. The floor plan previously developed would not change, only the cladding and development of the exterior. RCRMC also requested that the design team provide a canopy to span over (2) lanes of traffic with (2) more lanes which will bypass the canopy.

- A. Revise all of the exterior elevations to the revised materials.
- B. Develop details to reflect the changes in materials for the exterior wall and mechanical screen walls.
- C. Revised roof plan based upon the changes in exterior materials and their waterproofing needs.
- D. Develop details for exterior doors and new exterior materials (the exterior was previously a window wall system so doors were integrated with the windows).
- E. Exterior metal stud wall design for wind and seismic load, including headers, jambs, stud wall, and the connections.
- F. Provide typical sections for the extra metal stud connector to the structure.
- G. Screen wall skin design for wind and seismic load including the connection and details.
- H. Review of architectural drawings for oriented details of revised exterior skin and provide markups.
- I. Provide structural design and support for revision on the canopy cladding.

- J. Assist to obtain OSHPD approval and response to OSHPD comments on the revised exterior wall design.
- K. Re-run load calculations to determine effect of new exterior design on HVAC equipment (size/capacity of chiller, AHU, pumps, piping, electrical power, etc.).
- L. Coordinate rooftop equipment and piping locations with revised screen wall kicker design.
- M. Make power provisions for new canopy/site lighting.
- N. Design Team coordination.
- O. Revise all of the exterior elevations with the (2) lanes canopy.
- P. Additional elevations for the new canopy
- Q. Develop details for the canopy.
- R. Develop water proofing for the new canopy.
- S. Revise site plan
- T. Site demolition plan - including additional revised site plan scope.
- U. Erosion control plan - including additional revised site plan scope.
- V. Grading and drainage plan including the following :
 - Storm Water Mitigation and Treatment Plan as required by the local jurisdiction
 - Hydrology Report and supporting calculations as needed.
 - Updated grading plan and approvals for revised ADA path of travel on site as impacted by parking lot revisions.
 - Additional cross sections needed for the revised canopy with footings and columns extending outside the building face.
- W. Paving plan -including paving details for additional revised site plan scope.
- X. Additional site details needed for additional revised site plan scope.
- Y. Provide structural design and drawing for free standing canopy.
- Z. Landscape Architecture
 - Conceptual Design including Hardscape and Furnishings
 - Construction Documents
 - Team Coordination Meetings
 - Bidding and Construction Observation
- AA. Exterior building signage design
- BB. Construction Administration.

ASSUMPTIONS

- The design team will start work on the “**Exterior Material Modifications**” after the new materials are signed off.
- “**Exterior Material Modifications**” changes will be incorporated into a resubmittal of the documents for OSHPD review.
- “**New Standalone Canopy with two lanes of traffic**” will be done with the exterior material change. It will be submitted to OSHPD for review.
- The design team will start work on the “**New Standalone Canopy with two lanes of traffic**” after the revised site plan is signed off.

Exclusions - The scope of services for this project specifically excludes the following:

- Entitlements by local Planning and Zoning departments
- Architectural and engineering services outside of the project boundaries.
- Geotechnical studies and investigations
- Discovery/testing/analysis/abatement of hazardous materials
- Exhaustive on-site surveys to determine and /or record existing conditions other than the fire sprinklers survey in the immediate project scope.

PROJECT TEAM

HKS will provide and coordinate the services of the following disciplines under a single work authorization:

Architecture and Medical Planning	HKS
Civil Engineering	KPFF
Structural Engineering	TMAD

MPE/Low Voltage/Fire Protection	DCGA
Landscape Architecture	RHA
Exterior Signage	SKA

Compensation

Preliminary Design Services for Redesign of Facade:

The fee for the scope of work defined will be a **stipulated sum of:**

Exterior Material and Site Modifications and Stand Alone Canopy:

HKS	\$127,250.00
KPFF	\$11,000.00
TMAD	\$37,900.00
DCGA	\$9,800.00
RHA	\$29,300.00
Exterior Signage	\$8,130.00
Rendering	\$4,800.00
<u>Consultant mark-up</u>	<u>\$9,613.00</u>
Total	\$237,793.00

Additional reimbursable expenses for this added scope are estimated to be **\$6,000.00**

Additional Services

Services of HKS that may be required or requested which are in addition to those indicated above shall be considered additional services and may be negotiated on a case by case basis in accordance with the Master Owner/Architect Agreement and HKS's current hourly rates schedule – Exhibit A attached

HKS is currently under contract with Riverside County and using the Riverside County Master Agreement with modifications. This agreement may be terminated by Riverside County for any reason upon receipt by HKS of notice of termination, and may be terminated by either party for any default with seven days notice of termination.

With payment in full of all compensation and expenses that become due, documents prepared by HKS may be used for this project only.

We appreciate your confidence in HKS and hope to continue a productive relationship with you, your team, and Riverside County Regional Medical Center. I trust this proposal is in accordance with your expectations related to the scope of services required to complete the project. Please contact me if you have any questions or comments regarding the contents of our proposal. In the meantime we look forward to your response and the successful completion of the ED Expansion and Remodeling project.

Sincerely,



Michael H. Kim, AIA, ACHA, LEED AP

AGREED:

This _____ day of _____, 2015
On behalf of the County of Riverside

By:

Signature

Title

HKS 2015 HOURLY RATE SCHEDULE

Principal	\$295
Senior Vice President	\$260
Vice President	\$225
Associate	\$210
Professional Staff	\$165
Technical Staff	\$120

These rates are valid for one year from the date of this Agreement. After that time, the rates may increase, at the option of the Architect, by 5% per year.



MICHAEL H. KIM AIA, ACHA, LEED AP
PRINCIPAL

8 May 2015

Mr. Sergio Pena
Supervising Facilities Project Manager
Project Management Office, Riverside Co EDA
3403 10th Street, Suite 400
Riverside, CA 92501

Re: Riverside County Regional Medical Center
Expansion and Remodeling of the Emergency Department
Proposal for A/E Services related to County of Riverside Project #FM08430003952/
#FM054300050888
HKS Project. No. 12215.004

Preliminary Design Services for Redesign of Façade

Dear Sergio:

Per your request HKS respectfully submits this proposal for professional architectural design services as required to study revision of the façade design at RCRMC. The details of our proposal are as follows:

SCOPE OF WORK

Preliminary Design Services for Redesign of Façade:

Based upon our teleconference on 4/30/2015 RCRMC has requested that HKS study design revisions to the exterior building façade of the Emergency Department Remodel project currently in the stage of OSHPD plan review backcheck. The scope of work includes the following:

- Preliminary architectural design study of ED exterior façade and entry court
- Architectural direction based on precedent images selected by RCRMC
- 3-D massing studies
- Attend one meeting at RCRMC to present/discuss preliminary concepts and receive input and possible further direction

ASSUMPTIONS

- The Emergency Department Remodel project is currently in OSHPD plan review backcheck. Any revisions directed by RCRMC will impact the project schedule, and may impact the project budget.
- Revision to the forecourt entry may impact the number of available parking stalls.
- This scope of work is a preliminary architectural design study only. Architectural and Engineering services to implement revisions to the current design would be determined after a design direction is selected by RCRMC. At that time a separate proposal will be issued for additional scope and fee to cover implementation of the design revisions.

Exclusions - The scope of services for this project specifically excludes the following:

- Full Architectural and Engineering services to implement revisions to the current design.

PROJECT TEAM

HKS will provide and coordinate the services of the following disciplines under a single work authorization:

Architectural Design HKS

Compensation

Preliminary Design Services for Redesign of Facade:

The fee for the scope of work defined will be a stipulated sum of \$3,500.00

Reimbursable expenses are estimated to be \$200

Additional Services

Services of HKS that may be required or requested which are in addition to those indicated above shall be considered additional services and may be negotiated on a case by case basis in accordance with the Master Owner/Architect Agreement and HKS's current hourly rates schedule – Exhibit A attached

HKS is currently under contract with Riverside County and using the Riverside County Master Agreement with modifications. This agreement may be terminated by Riverside County for any reason upon receipt by HKS of notice of termination, and may be terminated by either party for any default with seven days notice of termination.

With payment in full of all compensation and expenses that become due, documents prepared by HKS may be used for this project only.

We appreciate your confidence in HKS and hope to continue a productive relationship with you, your team, and Riverside County Regional Medical Center. I trust this proposal is in accordance with your expectations related to the scope of services required to complete the project. Please do not hesitate to contact me if you have any questions or comments regarding the contents of our proposal. In the meantime we look forward to your response and the successful completion of the ED Expansion and Remodeling project.

Sincerely,



Michael H. Kim, AIA, ACHA, LEED AP

AGREED:

This _____ day of _____, 2015

On behalf of the County of Riverside

By:

Signature Title

cc: Steven Lopez – HKS
 Tina Go – HKS

Attachments - Exhibit A, HKS 2015 Hourly Rates



Authorization for Additional Services

Project Name: Riverside County University Hospital ED Remodel
 Owner: Riverside County Owner Fax No.:
 Attn: Charles Waltman

HKS Project No.: 12215.006
 AS #:
 Date: 6 April 2016

The Owner has requested Additional Services of the Architect as described below or attached, and according to the applicable provisions of the professional services agreement between the Owner and the Architect for the above-referenced Project, called the Agreement. These Additional Services may require the services of Consultants which, if necessary, are identified below by name or by discipline.

The Additional Services are:

Document changes associated with revisions to the Phasing Diagrams. Scope includes services from the architect and the MEP consultant including the Fire Protection system. Briefly the work entails: backgrounds must be updated for each of the affected areas, move work from one phase to another, create new sheets to accommodate new phasing of work.

The services of the following Consultant (s) and their disciplines will be required:	Compensation
DCGA Engineers	\$8,400
_____	\$
_____	\$
_____	\$
_____	\$
_____	\$
sub-total	\$8,400
<input checked="" type="checkbox"/> (0.10) x amount billed HKS by Consultants =	\$840
Compensation for Consultant Services	\$9,240

The Compensation for Architect's services shall be:

<input checked="" type="checkbox"/> fixed fee	<input type="checkbox"/> hourly with no maximum	\$3,410
<input type="checkbox"/> hourly with guaranteed maximum	<input type="checkbox"/> hourly with estimated maximum	\$
The total Compensation to the Architect for these Additional Services shall be:		<u>\$12,650</u>

Attachment B

Riverside University Medical Center
Phasing Add Service

HKS Fee Breakdown

No.	Activity	Staff	Hours	Rate	Subtotal (\$)
1.	Phasing				
		PIC	1	\$ 290	\$ 290
		Project Manager	2	\$ 200	\$ 400
		Project Designer	0	\$ 220	\$ -
		Programmer/Planner	0	\$ 200	\$ -
		Project Architect	4	\$ 200	\$ 800
		Staff	16	\$ 120	\$ 1,920
		Total Hours	23	Total Fee	\$ 3,410

Expenses

\$ 500



DCGA ENGINEERS

Consulting Mechanical and Electrical Engineers

ADDITIONAL SERVICE AUTHORIZATION

DATE OF REQUEST: April 5, 2016

Project Name & Description: Riverside University Health System – Emergency Department Remodel

To: HKS
10880 Wilshire Blvd., Suite 1850
Los Angeles, CA 90024

Attention: Richard Houston

(For Engineering Services)

Client Project No:
DCGA Project No: 14044.03

Scope of Work: Update mechanical, electrical, plumbing and fire protection plans as required to accommodate the amended phasing plans sent to DCGA via email on March 22, 2016. The additional work includes the following: a) updating backgrounds for each of the affected areas in the updated phase scheme. b) updating MEPF work for ALL phases; moving work (such as air distribution, lighting, power, fire alarm, communication, etc.) from its current phase to a different phase will be required for MEPF. c) creating new drawing sheets with revised scope to accommodate new phasing of work.

Mechanical Electrical Plumbing Fire Protection

We await your authorization prior to proceeding with this work.


The following fee is based on information given to DCGA, Inc. as described above.

Additional Fixed Fee: **\$8,400.00 (Eight Thousand Four Hundred Dollars)**

ISSUED:

AUTHORIZED:

BY:


William Galaza, P.E., #132627

4/5/16
Date

BY:

Date

To expedite starting of the requesting change, please process and return as soon as possible.



Authorization for Additional Services

Project Name: Riverside County University Hospital ED Remodel
Owner: Riverside County Owner Fax No.:
Attn: Charles Waltman

HKS Project No.: 12215.006
AS #:
Date: 7 April 2016

The Owner has requested Additional Services of the Architect as described below or attached, and according to the applicable provisions of the professional services agreement between the Owner and the Architect for the above-referenced Project, called the Agreement. These Additional Services may require the services of Consultants which, if necessary, are identified below by name or by discipline.

The Additional Services are:

Rough Order of Magnitude Statement of Probable Cost for Façade Options. Services include comparison of the cost between original façade/canopy design and three proposed options, cost of design changes related to façade options but not part of the façade (a. asymmetric metal ceiling and open skylights, b. additional site area and landscape), Value Engineering of proposed options at direction of Owner.

The services of the following Consultant (s) and their disciplines will be required:	Compensation
Cumming	\$3,800
_____	\$
_____	\$
_____	\$
_____	\$
_____	\$
sub-total	\$3,800
<input checked="" type="checkbox"/> (0.10) x amount billed HKS by Consultants =	\$380
Compensation for Consultant Services	<u>\$4,180</u>

The Compensation for Architect's services shall be:

<input type="checkbox"/> fixed fee	<input type="checkbox"/> hourly with no maximum	\$
<input type="checkbox"/> hourly with guaranteed maximum	<input type="checkbox"/> hourly with estimated maximum	\$
The total Compensation to the Architect for these Additional Services shall be:		<u>\$4,180</u>

The Hourly, Guaranteed or Estimated Maximum Fee shall be computed as follows:

- According to the HKS Standard Hourly Rate Schedule
- () x HKS Employees' Direct Personal Expense
- Other:

Reimbursable Expenses shall:

be invoiced as shown in the Owner-Architect Agreement for the Project and shall be in addition to any maximum limit established in that Agreement, or [either (a) or (b)]

a. are estimated to be approximately \$_____. b. not exceed _____

The signature below of a representative of the Owner represents its authorization to the Architect to provide the Additional Services described in this agreement.

Authorized on behalf of the Owner by:

Printed Name: Charles Waltman

Title: Senior Project Manager

Date: 7 April 2016

Agreed on behalf of the Architect by: Richard S. Houston AIA

Title: Project Manager

cc: HKS Accounting

Project Manager

Other

Attachments: 'A' Cummings Proposal and Email from Owner granting NTP



Authorization for Additional Services

Project Name: RUHS ED Remodel – Medical Equipment Purchasing Assist
 HKS Project No.: 12215
 Owner: Riverside County Owner Fax No.: AS #: 12215.007
 Attn: Charles Waltman Date: 29 March 2016

The Owner has requested Additional Services of the Architect as described below or attached, and according to the applicable provisions of the professional services agreement between the Owner and the Architect for the above-referenced Project, called the Agreement. These Additional Services may require the services of Consultants which, if necessary, are identified below by name or by discipline.

The Additional Services are:

1. Validate medical equipment list and finalize Room-by-Room Report and provide an updated Budget Summary Report.
2. Provide assistance in procuring medical equipment.
3. Prepare medical equipment installation schedule, Room Distribution Report and coordinate medical equipment submittals and shop drawings during the Delivery/Installation phase.
4. See attached proposal from Chambers Equipment Consulting Inc. for more information.
5. HKS to attend on-site meetings during the Validation and Procurement phases and coordinate the overall effort between the consultant and the Owner.

The services of the following Consultant (s) and their disciplines will be required:	Compensation
Chambers Equipment Consulting Inc.	\$16,940.00
_____	\$
_____	\$
_____	\$
_____	\$
_____	\$
sub-total	\$16,940.00
<input type="checkbox"/> (0.10) x amount billed HKS by Consultants =	_____
Compensation for Consultant Services	\$16,940.00

The Compensation for Architect's services shall be:

<input checked="" type="checkbox"/> fixed fee	<input type="checkbox"/> hourly with no maximum	\$9,050.00
<input type="checkbox"/> hourly with guaranteed maximum	<input type="checkbox"/> hourly with estimated maximum	\$
The total Compensation to the Architect for these Additional Services shall be:		<u>\$25,990.00</u>

The Hourly, Guaranteed or Estimated Maximum Fee shall be computed as follows:

- According to the HKS Standard Hourly Rate Schedule
- () x HKS Employees' Direct Personal Expense
- Other:

Reimbursable Expenses shall:

be invoiced as shown in the Owner-Architect Agreement for the Project and shall be in addition to any maximum limit established in that Agreement, or [either (a) or (b)]

a. are estimated to be approximately \$500. b. not exceed _____

The signature below of a representative of the Owner represents its authorization to the Architect to provide the Additional Services described in this agreement.

Authorized on behalf of the Owner by:

Printed Name: Charles Waltman

Title: Project Manager

Date: 29 March 2016

Agreed on behalf of the Architect by: Richard Houston, AIA

Title: Project Manager

cc: HKS Accounting

Project Manager

Other

Attachments: 'A' Chambers Equipment Consulting Inc. Add Service Proposal
'B' HKS Fee - Hours Breakdown

Attachment B

RUHS ED Remodel - Medical Equipment Purchasing Assistance
 March 29, 2016

HKS Fee Breakdown

No.	Activity	Staff	Hours	Rate	Subtotal (\$)
1.	Validation Phase	PIC	1	\$290	\$ 290
		Project Manager	1	\$200	\$ 200
		Project Designer	0	\$220	\$ -
		Programmer/Planner	4	\$200	\$ 800
		Project Architect	8	\$200	\$ 1,600
		Staff	12	\$120	\$ 1,440
				26	
2.	Procurement Phase	PIC	0	\$290	\$0
		Project Manager	1	\$200	\$200
		Project Designer	0	\$220	\$0
		Programmer/Planner	4	\$200	\$800
		Project Architect	8	\$200	\$1,600
		Staff	12	\$120	\$1,440
				25	
3.	Delivery Phase	PIC	0	\$290	0
		Project Manager	0	\$200	\$ -
		Project Designer	0	\$220	\$ -
		Programmer/Planner	0	\$200	\$ -
		Project Architect	1	\$200	\$ 200
		Staff	4	\$120	\$ 480
				5	
		Total Hours	56	Total Fee	\$ 9,050

Expenses

\$ 500

Chambers Equipment Consulting Inc.

1401 E. Hillcrest Drive
Thousand Oaks, CA 91362-2533
Voice: (805) 446-0032 Fax: (805) 446-1183

"Healthcare Equipment Planning"

March 14, 2016

Confidential

Steven Lopez
Associate Principal and Senior Vice President
HKS
10880 Wilshire Blvd., Ste. 1850
Los Angeles, CA 90024

Re: Fee Proposal for Medical Equipment Purchasing Assistance
Project: RUHS – ED Remodel

Dear Mr. Lopez,

We are pleased to submit the following proposal for medical equipment purchasing assistance for your project, RUHS ED Remodel.

The information used to prepare this proposal:

- Emails from HKS and RUHS

PROJECT DESCRIPTION:

The procurement phase for the new Emergency Department is beginning. The facility has been evaluating their standards and any additional requirements for the remodeled area of the ED Department. The medical equipment report should be validated and possibly revised with updated equipment models, furnished/install codes, purchasing status codes, etc. Accessories/options for medical equipment should be reviewed and confirmed.

In addition, the facility requires assistance in procuring medical equipment for the new facility which will include soliciting vendor quotation and preparation of purchasing requisitions. Final equipment reports, equipment cut sheet packages and vendor shop drawings will be required for the construction phase.

SCOPE OF SERVICES:

1. Validation Phase - Final Design Package

Services:

- a. Meeting at RUHS to validate equipment list as follows:
 1. Confirm additions and deletions to medical equipment listing along with validating manufacturers and models.
 2. Confirm Group 1, 2, and 3 designations.
 3. Confirm Furnish and Install codes (i.e., Owner Furnished/Owner Installed – O/O, Owner Furnished/Contractor Installed – O/C, etc.)

4. Confirm purchasing status of each item (i.e., Purchase with Project, Lease, Supply Agreement, Future Purchase, etc.).
- b. Update project budgetary pricing as required.
- c. Aid in the development of instructions to vendors.
- d. Additional interaction with RUHS will be performed via conference call and/or email to confirm equipment as necessary.
- e. Update and provide final approved Medical Equipment Report for sign-off by RUHS.

Deliverables:

- a. Updated Budget Summary Report
- b. Final Medical Equipment Room-by-Room Report

2. Procurement Phase

Services:

- a. Meeting at RUHS to confirm accessories and options for medical equipment purchases.
- b. Solicit Bid Offer from RUHS Vendor Reps utilizing RUHS current GPOs.
- c. Review Vendor Bid Offers for completeness and accuracy. Work with vendor to revise quotations as necessary.
- d. Prepare Purchasing Packages that contain Purchase Requisition, Vendor Quotation, Room Designation Report and any other RUHS requirement.
- e. Meet at with RUHS to go over any concerns regarding final quotations, additional options/accessory requirements, final color selection of equipment, etc.
- f. Provide Master Procurement Schedule with budget variances.
- g. Prepare Purchasing Packages that contain Purchase Requisition, Vendor Quotation, Room Designation Report and any other RUHS requirement.
- h. Prepare vendor lead time schedule for RUHS to release Purchase Orders.
- i. Update medical equipment reports with "as purchased" equipment status.
- j. Provide "as purchased" Final Cut Sheet Package in pdf format by item number for equipment items.
- k. CEC shall coordinate medical equipment submittals and shop drawings as applicable from manufacturers for the installers use.
- l. Additional interaction with RUHS will be performed via conference calls and email to confirm equipment as necessary.

Deliverables:

- a. Purchasing Packages
- b. Master Procurement Schedule
- c. Vendor Lead Time Schedule
- d. Equipment Room-by-Room Report - as purchased
- e. As Purchased Cut Sheets

3. Delivery / Installation Phase

- a. Prepare medical equipment installation schedule to conform to Contractor's Construction schedule.
- b. CEC shall coordinate medical equipment submittals and shop drawings as applicable from manufacturers for the installers use.
- c. Answer project RFI's in regards to medical equipment.
- d. Provide complete Room Designation Report for receiving and placing equipment in rooms.

Deliverables:

- a. Room Distribution Report - as purchased
- b. Equipment Submittals and Shop Drawings.
- c. Equipment Installation Schedule

HOSPITAL RESPONSIBILITY:

- a. Approve final equipment report.
- b. Approve final purchasing packages.
- c. Preparation and release of Purchase Orders to vendors.
- d. Facility shall be responsible for all equipment lease negotiations, and purchase orders.
- e. Facility shall be responsible for all existing equipment relocation negotiations, contracts, purchase requisitions and purchase orders.
- f. Facility shall be responsible for scheduling all equipment deliveries with vendors and other installers. CEC will be providing delivery schedule only.
- g. Billing discrepancies between Purchase Order and actual amount invoiced by manufacturer/vendor.
- h. Approval of Shop drawings for architecturally significant equipment. Note: CEC will send to Architectural team for review and approval prior to RUHS' approval.
- i. Coordination and scheduling of training sessions with staff for new medical equipment items.
- j. Review and approval of manufacturer's extended warranties if an extended warranty is purchased with an equipment item.
- k. Review and approval of vendor training offers if training is offered by vendor at an additional cost.

FEE / BILLING SCHEDULE:

• Validation Phase	\$ 2,380.00
• Procurement Phase	\$13,020.00
• <u>Delivery Phase</u>	<u>\$ 1,540.00</u>
Total Fees	\$16,940.00

Fee for each of the above phases shall be billed upon completion. Invoicing terms shall be payable net thirty days from invoice date.

Additional services for the project phases including additional meetings, if required, will be priced at \$140.00 per hour or on a negotiated flat fee basis for a specific service. Billings for additional services will be sent on a monthly basis.

Extraordinary travel outside of Southern California, if requested, is to be approved in writing and will be billed at actual cost plus hourly rate for additional services.

Computer services related to Owner requested programming for reports or format changes that are not currently available on the CEC system is to be approved in writing and will be billed at \$95.00 per hour.

EXCLUSIONS TO MEDICAL EQUIPMENT PLANNING SCOPE OF WORK:

- Management of all local receiving, staging and installation activities.
- Management of Damage claims.
- Procurement services for office and/or hospital supplies.
- Procurement services for Telephones and other small office equipment.

*Fee Proposal for Medical Equipment Purchasing Assistance Services
Riverside University Hospital System – ED Remodel Project
Page 2 of 4*

- Procurement services for Kitchen equipment and supplies
- Procurement services for Furniture items.
- Procurement services for Surgical Instrumentation.
- Procurement services for clock on systems, elapsed time indicators, computer networks, Health Information Systems or Radiology Information Systems and PACS systems.
- Punch List Inspection of equipment after installation by Contractor or Vendor.
- Data entry of Owner Furnished Capital Medical Equipment into asset management program.
- Data entry of all new and existing equipment into medical facility's preventative maintenance database.
- Compilation of vendor warranty information.
- Equipment Mock-Ups
- Transition Planning

CEC's policy is to provide unbiased and cost effective solutions that meet the facility's needs without creating conflict of interest. To maintain a reputation as an objective equipment planning resource, CEC will not enter into any type of reciprocal agreement with a manufacturer, vendor or supplier. All equipment recommendations are made with the client's interest in mind.

Thank you for the opportunity to offer our services. CEC is dedicated in achieving the finest Emergency Department for you and Riverside University Hospital System (RUHS). I look forward to working with you and the RUHS staff.

If this proposal meets with your approval, please have one (1) copy signed with an authorized signature and return for our files.

ACCEPTED BY: _____
For: Chambers Equipment Consulting Title Date

ACCEPTED BY: _____
For: HKS Title Date
(Authorized Officer)