

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



**ITEM**  
3.60  
(ID # 7065)

**MEETING DATE:**

Tuesday, June 26, 2018

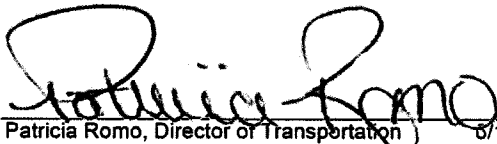
**FROM :** TLMA-TRANSPORTATION:

**SUBJECT:** TRANSPORTATION AND LAND MANAGEMENT AGENCY/ TRANSPORTATION:  
Approve Amendment No. 2 for On-Call Water Quality Management Plan (WQMP) Services with Atkins North America, Inc. for Fiscal Year 18/19, All Districts, [\$75,000 FY 18/19; \$825,000 Total Costs], Deposit Based Fees 100%

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

1. Approve and Execute Amendment No. 2 for On-Call Water Quality Management Plan (WQMP) Services with Atkins North America, Inc. for an Amount not to Exceed \$75,000 During Fiscal Year 18/19.

**ACTION:** Policy


  
Patricia Romo, Director of Transportation 6/14/2018

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**MINUTES OF THE BOARD OF SUPERVISORS**

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

Ayes: Jeffries, Tavaglione, Washington and Perez  
Nays: None  
Absent: Ashley  
Date: June 26, 2018  
xc: Transp.

Kecia Harper-Ihem  
Clerk of the Board  
By:   
Deputy

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<b>FINANCIAL DATA</b>	<b>Current Fiscal Year:</b>	<b>Next Fiscal Year:</b>	<b>Total Cost:</b>	<b>Ongoing Cost</b>
<b>COST</b>	\$ 75,000	\$ 75,000	\$ 825,000	\$ 0
<b>NET COUNTY COST</b>	\$ 0	\$ 0	\$ 0	\$ 0
<b>SOURCE OF FUNDS:</b> Deposit Based Fees (100%) No General Funds will be used for this project.			<b>Budget Adjustment:</b>	No
			<b>For Fiscal Year:</b>	18/19

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

**BACKGROUND:**

**Summary**

Continued Water Quality Management Plan (WQMP) Review Services are needed to provide access to expertise and additional personnel, enabling the County of Riverside Transportation Department (Transportation Department) to efficiently manage peak work flows and supplement core staff.

The Board of Supervisors approved and executed an agreement between the County and Atkins North America (Atkins) on March 10, 2015 (Agenda Item 3-40), to provide for on-call WQMP Review Services. The Agreement terms and conditions specify that work assignments can be authorized until June 30, 2017, and that the authority to approve and execute work assignments can be modified through one-year supplemental extensions. The agreement allows for two separate one-year extensions.

The Board approved the 1<sup>st</sup> Amendment to Agreement on October 24, 2017 (Agenda Item 3-13) which provided for the first one-year time extension. The authority to authorize work assignments under this contract was therefore extended to June 30, 2018, for an annual contract maximum amount of \$75,000.

The Transportation Department continues to need services provided by Atkins for on-going WQMP Review Services. Specific services to be provided include, but are not limited to, plan check review of WQMPs and other WQMP and water quality compliance assistance related to development activities. This 2<sup>nd</sup> Amendment would extend Atkins' consultant services through June 30, 2019, at a contract amount of \$75,000.

County Counsel has approved the Amendment as to form.

**Impact on Residents and Businesses**

On-call services are needed to provide access to expertise and additional personnel in review of WQMPs in an expedient and efficient manner for the processing of development project submittals.

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**Additional Fiscal Information**

All associated contract costs will be funded using Deposit Based Fees. Thus, no net County costs will be incurred as a result of the contract extension.

Original Contract Amount:	Fiscal Year 2014/2015	\$225,000
	Fiscal Year 2015/2016	\$225,000
	Fiscal Year 2016/2017	\$225,000
Amendment No. 1	Fiscal Year 2017/2018	\$75,000
Amendment No. 2	Fiscal Year 2018/2019	\$75,000
	<u>Total</u>	<u>\$825,000</u>

**Contract History and Price Reasonableness**

Billing rates for professional services from Atkins had remained unchanged between 2014 and 2018; however, Atkins has requested a rate adjustment with the proposed 2<sup>nd</sup> Amendment. The Transportation Department believes that the rate increase is reasonable and consistent with comparable services; the recommended rate adjustment is included as part of this 2<sup>nd</sup> Amendment to the Agreement.

**ATTACHMENTS:**

2<sup>nd</sup> Amendment for On-call Engineering services

  
\_\_\_\_\_  
Gregory V. Priamos, Director County Counsel      6/14/2018

2<sup>nd</sup> AMENDMENT TO AGREEMENT

For On-Call Engineering Services

Between County of Riverside – Transportation Department

And Atkins North America, Inc

THIS AMENDMENT (hereinafter the "2nd Amendment") to an Agreement is made and entered into as of this 26<sup>th</sup> day of June, 2018, by and between the County of Riverside, a political subdivision of the State of California (hereinafter the "COUNTY"), Atkins North America, Inc. (hereinafter "ENGINEER").

RECITALS

- A. COUNTY and ENGINEER have entered in an agreement entitled "Engineering Services Agreement for On-Call Water Quality Management Plan Check Services" between County of Riverside – Transportation Department and ENGINEER that is dated March 10, 2015 (M.O. 3.40) (hereinafter the "Agreement"). The Agreement provides the terms and conditions, scope of work, schedule and budget for the performance of professional and technical services necessary to provide on-call engineering services.
- B. Appendix B • Article BI establishes the time period for allowing work assignments to be authorized under the original agreement. The terms and conditions specify that work assignment can be authorized until June 30, 2017 and that the authority to approve and execute work assignments can be modified through one-year supplemental extensions. The agreement allows for two separate one-year extensions.
- C. COUNTY and ENGINEER entered into the 1<sup>st</sup> Amendment to Agreement, dated October 24, 2017 (M.O. 3.13) which provided the first one-year time extension as authorized by the Board of Supervisors'. The authority to authorize work assignments under this contract was therefore extended from June 30, 2017 to June 30, 2018 in accordance with Appendix B • Article BI of the original Agreement.
- D. Additionally, the aforementioned 1<sup>st</sup> Amendment to Agreement, dated October 24, 2017 established the contract maximum as set forth in Article VI • COMPENSATION, subsection B.1. and Appendix C Article CV • COST PROPOSAL were modified to reflect that the compensation not exceed \$75,000.00 annually upon execution of the Agreement.
- E. Appendix C • Article CI establishes the billing rates for work assignments. Subsection A provides the ENGINEER the opportunity to request rate adjustments on an annual basis after the first three (3) years of the original Agreement. The ENGINEER has requested rate increases hereby incorporated as "Attachment 1." (Attached)

1 F. The ENGINEER is satisfactorily performing the duties under this Agreement and the Transportation  
2 Department continues to need the services provided. The parties therefore now desire to implement the  
3 second one-year extension of the authority to approve and execute work assignments.

4 **AGREEMENT**

5 NOW, THEREFORE, in consideration of the mutual covenants hereinafter contained, the parties agree as follows:

- 6 1. The authority to authorize work assignments under this contract is hereby extended from July 1, 2018 to  
7 June 30, 2019 in accordance with Appendix B • Article BI of the original agreement.
- 8 2. The authority to adjust billing rates as established in Attachment 1 (attached) are hereby approved as  
9 requested.
- 10 3. Except to the extent specifically modified or amended hereunder, all of the terms, covenants and  
11 conditions of the Agreement shall remain in full force and effect between the parties hereto.


12 IN WITNESS HEREOF, the parties hereto have caused this Amendment to the Agreement to be duly executed  
13 this day and year first written above.

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1 **APPROVALS**

2 **COUNTY** Approvals


3 RECOMMENDED FOR APPROVAL:

4  
5  Dated: 6/14/2018

6 Patricia Romo  
7  
8 Director of Transportation

9  
10 APPROVED AS TO FORM:

11 GREGORY P. PRIAMOS  
12 County Counsel

13  
14 By:   
15 Deputy County Counsel

16  
17  
18 APPROVAL BY THE BOARD OF SUPERVISORS

19  Dated: JUN 26 2018

20 CHUCK WASHINGTON  
21 PRINTED NAME  
22 Chairman, Riverside County Board of Supervisors


23  
24 ATTEST:

25  
26  Dated: JUN 26 2018

27 KECIA HARPER-IHEM  
28  
29 Clerk of the Board (SEAL)

**ENGINEER** Approvals

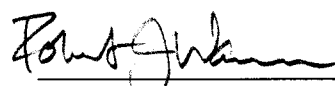
ENGINEER:

 Dated: 5/30/18

X MICHAEL VAN ANTWERP  
PRINTED NAME

X DIVISION MANAGER  
TITLE

ENGINEER:

 Dated: 5/3/18

X Robert J Warren  
PRINTED NAME

X Project Director  
TITLE


**ATKINS**

Member of the SNC-Lavalin Group

 Atkins North America, Inc.  
 3570 Carmel Mountain Road, Suite 300  
 San Diego, California 92130

☎ +1.858.874.1810 ☎ +1.858.259.0741

## Standard Rate Schedule

### ENGINEERING SERVICES

Senior Engineer IV.....	\$245.00
Senior Engineer III.....	210.00
Senior Engineer II.....	160.00
Senior Engineer I.....	135.00
Engineer III.....	135.00
Engineer II.....	110.00
Engineer I.....	105.00

### ENVIRONMENTAL SERVICES

Senior Scientist IV.....	\$255.00
Senior Scientist III.....	170.00
Senior Scientist II.....	165.00
Senior Scientist I.....	120.00
Scientist II.....	115.00
Scientist I.....	100.00
Field Technician II.....	65.00
Field Technician I.....	60.00

### GIS SERVICES

Senior GIS Analyst III.....	\$210.00
Senior GIS Analyst II.....	140.00
Senior GIS Analyst I.....	140.00
GIS Analyst II.....	115.00
GIS Analyst I.....	100.00

### DESIGN SERVICES

Senior CAD Designer.....	\$145.00
CAD Designer II.....	115.00
CAD Designer I.....	105.00
CAD Technician III.....	105.00
CAD Technician II.....	85.00
CAD Technician I.....	75.00

### ADMINISTRATIVE SERVICES

Senior Administrative Coordinator I.....	\$125.00
Administrative Coordinator II.....	105.00
Administrative Coordinator I.....	90.00

### EXPENSES AND OUTSIDE SERVICES

Identifiable non-salary costs that are directly attributable to the project, such as reproduction costs, telephone charges, mileage, postage, etc., are billed at actual cost plus 15 percent to cover overhead and administration costs plus 3 percent for insurance costs.

Administrative time to produce customized invoice as requested by client will be billed at hourly rate provided.

Fees for litigation and expert witness services will be charged at \$450.00 per hour with a 4-hour minimum per day.

Specialty licensing and software requested by client will be billed at actual cost plus 15 percent to cover overhead and administration costs.

If applicable, a vehicle allowance of \$12.00 per hour will be charged for the use of a company vehicle assigned to a project.

Equipment used as part of an archeological effort will be charged at \$50/day.

### PAYMENT TERMS

A late payment finance charge at a rate of 18 percent per annum will be applied to any unpaid balance commencing 30 days after the date of original invoice.

This rate schedule is subject to annual and/or periodic revisions as necessary to accommodate inflationary trends, salary adjustments and the general costs of business.

Prevailing Wage Rate – Overtime will be charged at 1.25 times and Sundays and holidays will be charged at 1.70 times the above rates.

### PROJECT/TECHNICAL MANAGEMENT SERVICES

Senior Project Director.....	\$295.00
Senior Technical Manager II.....	295.00
Principal Technical Professional.....	295.00
Project Director.....	270.00
Senior Technical Manager I.....	225.00
Senior Project Manager.....	220.00
Technical Manager II.....	195.00
Project Manager.....	170.00
Technical Manager.....	170.00

### FIELD CONSTRUCTION MANAGEMENT SERVICES

Senior Resident Engineer.....	\$225.00
Resident Engineer.....	210.00
Senior Construction Manager.....	210.00
Superintendent.....	170.00
Construction Manager.....	170.00
Associate Construction Manager.....	140.00
Senior Field Representative II.....	120.00
Office Engineer II.....	120.00
Senior Field Representative I.....	115.00
Construction Management Rep. II.....	115.00
Construction Management Rep. I.....	105.00
Field Representative.....	85.00

### LANDSCAPE ARCHITECTURE

Senior Landscape Architect IV.....	\$225.00
Senior Landscape Architect III.....	210.00
Senior Landscape Architect II.....	180.00
Senior Landscape Architect I.....	140.00
Landscape Architect II.....	115.00
Landscape Architect I.....	105.00

### PROJECT FINANCE SERVICES

Project Financial Administrator.....	\$140.00
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