

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



ITEM: 3.30
(ID # 21600)

MEETING DATE:
Tuesday, May 02, 2023

FROM : TLMA-PLANNING:

SUBJECT: TRANSPORTATION AND LAND MANAGEMENT AGENCY/PLANNING: Ratify and Approve Amendment No. 2 to the Professional Service Agreement with CASC Engineering and Consulting, Inc. for Community Planning and Design Services; All Districts. [\$175,000 Total Amendment Cost; up to \$17,500 in additional compensation - General Fund 100%]

RECOMMENDED MOTION: That the Board of Supervisors:

1. **Ratify and Approve** Amendment No. 2 to the Professional Service Agreement with CASC Engineering and Consulting, Inc., for Community Planning and Design Services, to extend the period of performance through June 30, 2024, and increase the aggregate maximum payment amount by \$175,000 from \$700,000 to \$875,000, and authorize the Chair of the Board to sign three (3) copies of the amendment on behalf of the County;
2. **Direct** the Clerk of the Board to retain one (1) copy of the amendment and return two (2) copies of the amendment to Riverside County Transportation and Land Management Agency for distribution; and
3. **Authorize** the Purchasing Agent, in accordance with Ordinance No. 459, based on the availability of fiscal funding and as approved by County Counsel to: (a) sign amendments that make modifications to the scope of services that stay within the intent of the Agreement; and (b) sign amendments to the compensation provisions that do not exceed the sum total of ten percent (10%) of the total annual cost of the contract.

ACTION:Policy

Charissa Leach, TLMA Director

4/25/2023

MINUTES OF THE BOARD OF SUPERVISORS

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

Ayes: Jeffries, Spiegel, Washington, Perez and Gutierrez
Nays: None
Absent: None
Date: May 2, 2023
xc: Planning

Kimberly A. Rector
Clerk of the Board

By:
Deputy

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FINANCIAL DATA	Current Fiscal Year:	Next Fiscal Year:	Total Cost:	Ongoing Cost
COST	\$100,000	\$75,000	\$175,000	\$0
NET COUNTY COST	\$100,000	\$75,000	\$175,000	\$0
SOURCE OF FUNDS: 100% General Fund			Budget Adjustment:	No
			For Fiscal Year:	22/23 – 23/24

C.E.O. RECOMMENDATION: Approve

BACKGROUND:

Summary

The Planning Department is initiating four individual community planning efforts throughout the County with the objective of proactively planning for future growth and preparing both the requisite General Plan Amendments (GPA) and the necessary California Environmental Quality Act (CEQA) studies for each Community Plan. A significant community outreach component is included to work closely with interested parties and affected stakeholders. Each Community Plan will be unique to the community it serves. As such, each effort will progress in a manner independent from the others. The Community Plans will focus on the County Unincorporated areas of: 1) Hwy. 74 between the cities of Lake Elsinore and Perris, 2) Winchester, 3) Thermal and, 4) Date Palm Area. Due to the unique nature of these efforts, the Planning Department has budgeted for and intends to secure the services of several consulting firms with experience in these types of planning efforts.

The request before the Board is for the approval of the Amendment No. 2 to the Professional Service Agreement with CASC Engineering and Consulting, Inc., to continue to provide and complete the Community Planning and Design Services for the Hwy. 74 project and to extend the contract period through June 30, 2024 and to increase the maximum payment by \$175,000 from \$700,000 in aggregate to \$875,000 in aggregate. Community planning is a complex, multi-year process that includes significant community outreach, land use analysis, a GPA and necessary documentation for purposes of CEQA.

Impact on Residents and Businesses

There is no negative impact on the citizens or businesses in the County of Riverside. Community Plans are a vital tool to proactively analyze areas that may experience future growth. With the loss of redevelopment, proactive community planning is one of the few tools left available to help properly plan for growth and promote economic development in future growth areas. Working closely with existing property owners and businesses and other stakeholders, they provide a tool to guide balanced development that: 1) looks holistically at the opportunities and constraints within the community, 2) identifies densities and land uses can be supported by existing and/or future planned infrastructure, 3) examines public services and other amenities to be incorporated, and 4) includes early outreach to the local residents and businesses. Early outreach affords residents and businesses the opportunity to guide the future

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development of their communities while such development is still within the conceptual land use stage. Community Planning efforts can range from conceptual land use planning at the outset to eventually lead to general plan amendments and other tools such as consistency zoning to lower the cost of individual development and foster economic growth.

Additional Fiscal Information

There will be an increase to the maximum payment by \$175,000 from \$700,000 in aggregate to \$875,000 in aggregate by the County to CASC Engineering and Consulting, Inc., through June 30, 2024 with Amendment No.2. to complete HWY 74 community plan. The basis for work will be on "as-needed" basis. The contract amount depends on the timing of the specific project as it progresses, and availability of funding and the work can be suspended at any time if funding is not available. The contract includes provisions for the County to terminate at any time.

Contract History and Price Reasonableness

The proposed amendment No. 2 will be in effect through June 30, 2024, unless terminated earlier or completion of the HWY 74 community plan. Amendment No. 1 extended the period of performance through December 31, 2022 to allow time to complete HWY 74 community plan. The Professional Service Agreement was approved December 13, 2016, Agenda Item 3.41. Contractors' technical knowledge of this effort is significant and critical to the completion of the aforementioned work. In August 2016, CASC Engineering and Consulting, Inc., was awarded as part of a Request for Proposal that was reviewed and selected by an evaluation team.

ATTACHMENTS:

ATTACHMENT A. Amendment No. 2 to the Professional Service Agreement with CASC Engineering and Consulting, Inc.


Meghan Hahn, Deputy Director of Procurement 4/17/2023


Jason Farin, Principal Management Analyst 4/26/2023


Kristine Bell-Valdez, Supervising Deputy County Counsel 4/19/2023

AMENDMENT NO. 2 TO THE PROFESSIONAL SERVICE AGREEMENT
FOR COMMUNITY PLANNING AND DESIGN SERVICES BETWEEN COUNTY OF
RIVERSIDE AND CASC ENGINEERING AND CONSULTING, INC.

Original Period of Performance:	December 13, 2016 through June 30, 2022
Period of Performance Extended To:	June 30, 2024
Effective Date of Amendment No. 2:	January 1, 2023
Maximum Payment Amount:	\$700,000 in aggregate
Amended Maximum Payment Amount:	\$875,000 in aggregate
Contract ID:	TLARC-90657-00012-6/22

This AMENDMENT NO. 2 TO THE PROFESSIONAL SERVICE AGREEMENT FOR COMMUNITY PLANNING AND DESIGN SERVICES BETWEEN COUNTY OF RIVERSIDE AND CASC ENGINEERING AND CONSULTING, INC. (herein referred to as "Amendment No. 2") is made and entered into by and between the COUNTY OF RIVERSIDE, a political subdivision of the State of California, (herein referred to as "COUNTY") and CASC ENGINEERING AND CONSULTING, INC., a California corporation, (herein referred to as "CONTRACTOR"), sometimes collectively referred to as the "Parties" or individually referred to as a "Party."

RECITALS

WHEREAS, COUNTY and CONTRACTOR entered into that certain Professional Service Agreement for Community Planning and Design Services, approved December 13, 2016, Agenda Item 3.41, (herein referred to as "Agreement"); and

WHEREAS, COUNTY and CONTRACTOR entered into that certain Amendment No. 1 to the Agreement, executed June 13, 2022 and effective July 1, 2022, to extend the period of performance through December 31, 2022 to allow time to complete an existing ongoing project; and

WHEREAS, COUNTY and CONTRACTOR now desire to amend the Agreement to extend the period of performance through June 30, 2024 to allow more time to complete the existing ongoing project and increase the maximum payment amount;

NOW THEREFORE, the Parties agree as follows:

1. **Recitals.** The above recitals are true and correct and are incorporated herein by reference.
2. **Period of Performance.** The first sentence of Subsection 2.1 of Section 2. Period of Performance of the Agreement is hereby amended to extend the period of performance through June 30, 2024 or until completion of the HWY 74 community plan, whichever comes first, as follows:

"This Agreement shall be effective upon signature of this Agreement by both parties and continues in effect through June 30, 2024, or until completion of the HWY 74 community plan, whichever comes first, unless terminated earlier."

3. **Compensation.** The second sentence of Subsection 3.1 of Section 3. Compensation is hereby amended to increase the maximum payment amount by \$175,000, from \$700,000 in aggregate to \$875,000 in aggregate, as follows:

"Maximum payments by COUNTY to CONTRACTOR shall not exceed \$875,000 (Eight Hundred Seventy-Five Thousand Dollars) in aggregate including all expenses."

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4. **Miscellaneous.** All other terms and conditions of the Agreement not modified herein shall remain unchanged and in full force and effect.
5. **Effective Date.** This Amendment No. 2 shall become effective upon signature of both Parties or January 1, 2023, whichever should come first.
6. **Counterparts.** This Amendment No. 2 may be executed in any number of counterparts, each of which shall be an original, but all of which together shall constitute one and the same instrument.
7. **Electronic Signatures.** Each Party to this Amendment No. 2 agrees to the use of electronic signatures, such as digital signatures that meet the requirements of the California Uniform Electronic Transactions Act (“CUETA”) Cal. Civ. Code §§ 1633.1 to 1633.17), for executing this Amendment No. 2. The Parties further agree that the electronic signatures of the Parties included in this Amendment No. 2 are intended to authenticate this writing and to have the same force and effect as manual signatures. Electronic signature means an electronic sound, symbol, or process attached to or logically associated with an electronic record and executed or adopted by a person with the intent to sign the electronic record pursuant to the CUETA as amended from time to time. The CUETA authorizes use of an electronic signature for transactions and contracts among parties in California, including a government agency. Digital signature means an electronic identifier, created by computer, intended by the Party using it to have the same force and effect as the use of a manual signature, and shall be reasonably relied upon by the Parties. For purposes of this section, a digital signature is a type of "electronic signature" as defined in subdivision (i) of Section 1633.2 of the Civil Code.

[Signature Page Follows]

AMENDMENT NO. 2 TO THE PROFESSIONAL SERVICE AGREEMENT
FOR COMMUNITY PLANNING AND DESIGN SERVICES BETWEEN COUNTY OF
RIVERSIDE AND CASC ENGINEERING AND CONSULTING, INC.

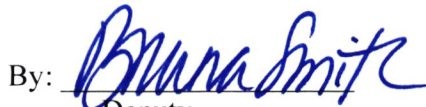
IN WITNESS WHEREOF, the Parties hereto have caused their duly authorized
representatives to execute this Amendment No. 2.

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


By: 
Kevin Jeffries
Chair, Board of Supervisors

Dated: 5/2/23

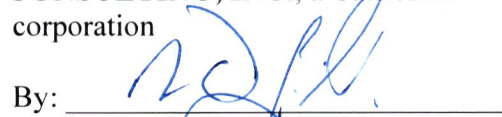
ATTEST:
Kimberly Rector
Clerk of the Board

By: 
Deputy

APPROVED AS TO FORM:
Minh C. Tran
County Counsel

By: 
Danielle Maland
Deputy County Counsel

CASC ENGINEERING AND
CONSULTING, INC., a California
corporation

By: 
Richard Sidor
CEO & CFO

Dated: 4-4-23