

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



**ITEM:** 13.1  
(ID # 25396)

**MEETING DATE:**  
Tuesday, July 30, 2024

**FROM :** Regional Parks and Open Space District

**SUBJECT:** REGIONAL PARK AND OPEN-SPACE DISTRICT Approve Amended Task Order #2 with RHA Landscape Architects-Planners, Inc. for the Lake Cahuilla Veterans Regional Park Amenity Updates; District 4 [\$589,370 100% American Rescue Plan Act (ARPA) Fund 21735].

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

1. Approve Amended Task Order #2 under the Park District's Master Consulting Agreement with RHA Landscape Architects-Planners, Inc. for the Lake Cahuilla Veterans Regional Park Amenity Updates and increase the compensation amount by \$107,400;
2. Authorize the Chairman to execute three (3) copies of Amended Task Order #2 on behalf of the District;
3. Authorize the Purchasing Agent to issue Purchase Orders to RHA Landscape Architects-Planners, Inc. that do not exceed the total change order amount of \$589,370;
4. Authorize the General Manager, or their Designee, based on the availability of fiscal funding and as approved as to form by County Counsel, to sign future amendments to Task Order #2 that do not exceed the sum total of ten percent (10%) of the total cost of Task Order; and
5. Direct the Clerk of the Board to return two (2) copies of the executed Task Order #2 to the Riverside County Regional Park and Open-Space District (District).

**ACTION:Policy**

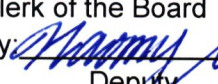
  
Kyla R. Brown, General Manager 6/18/2024

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**MINUTES OF THE BOARD OF DIRECTORS**

On motion of Director Gutierrez, seconded by Director Perez 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: July 30, 2024  
xc: Parks

Kimberly A. Rector  
Clerk of the Board  
By:   
Deputy

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STATE OF CALIFORNIA**

<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>	\$ 481,970.00	\$ 107,400.00	\$ 589,370.00	\$ 0
<b>NET COUNTY COST</b>	\$ 0	\$ 0	\$ 0	\$ 0
<b>SOURCE OF FUNDS: American Rescue Plan Act (ARPA) FUND 21735 allocated November 8, 2023 (MO 13.2)</b>			<b>Budget Adjustment:</b>	<b>No</b>
			<b>For Fiscal Year:</b>	<b>23/24</b>

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

**BACKGROUND:**

**Summary**

On February 7, 2023, by Minute Order 13.1, the Board of Directors approved the Park District's 2022 On-Call Professional Services Providers List, Fiscal Limits, and On-Call Professional Services Agreement Template. This action prequalified 26 consultants to provide services on District projects, with a "not-to-exceed" amount of \$500,000 per Task Order and cumulative total per consultant of not more than \$1,000,000 for the 3-year term.

In December 2023, the District requested proposals from consultants on this prequalified list to perform design and support with construction administration services for the Lake Cahuilla Veterans Regional Park Amenity Updates. A total of three (3) proposals were received. An internal evaluation was completed, and the District selected RHA Landscape Architects-Planners, Inc. as the successful consultant. Task Order #2 was issued for design, support and construction administration services, in the amount of \$481,970. The Park District wishes to amend Task Order #2 to include expanded scope services increasing the dollar amount of Task Order #2 by \$107,400 to a total of \$589,370. Due to this amount exceeding the previously established threshold for prequalified task orders, the District is seeking approval to amend Task Order #2.

**Impact on Residents and Businesses**

The project identified herein will improve the quality of life for residents of Riverside County through the continued provision of clean, safe outdoor recreational opportunities.

**Additional Fiscal Information**

ARPA funding in the amount of \$5,000,000 was allocated to this project on November 28, 2023, by Minute Order 13.2. The amendment now proposed utilizes those previously allocated funds and does not increase the ARPA allocation to the project. This project is funded by the American Rescue Plan Act (ARPA) and subject to all associated restrictions, including schedules.

**Contract History and Price Reasonableness**

The District's planning staff solicited proposals from the On-Call Professional Service Providers list and three (3) proposals were received from prequalified contractors. While proposals were

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evaluated based on their merits rather than price, as required by ARPA, it should be noted that RHA Landscape Architects-Planners, Inc. was the lowest bidder.

**Attachments**

- First Amendment to Task Order #2
- RHA Proposal Change Order

  
Meghan Hahn, Director of Procurement

6/19/2024

  
Douglas Cordonez Jr.

7/22/2024

**First Amendment to TASK ORDER #2 for the Consulting Services Agreement**

CONSULTANT: **RHA LANDSCAPE ARCHITECTS-PLANNERS, INC.**

PROJECT NAME: **LAKE CAHUILLA VETERANS REGIONAL PARK AMENITY  
UPDATES**

This First Amendment to Task Order #2 that was issued pursuant to the Consulting Services Agreement between the RIVERSIDE COUNTY PARKS AND OPEN-SPACE DISTRICT ("DISTRICT") and RHA LANDSCAPE ARCHITECTS-PLANNERS, INC. ("CONSULTANT") entered into on November 5, 2023, is hereby amended below.

RECITALS

WHEREAS, the parties entered into a Certain Consulting Services Agreement ("Agreement") on November 5, 2023, and entered into Task Order #2 pursuant to that Agreement on January 14, 2024 for \$481,970; and

WHEREAS, the parties now desire to amend Task Order #2 to include the additional services proposed in Change Order #1 for an additional cost that would bring the total Task Order #2 to \$589,370.

NOW THEREFORE, for good and valuable consideration, the receipt and adequacy of which is hereby acknowledged, the parties agree as follows:


1. The above recitals are true and correct and incorporated herein by reference.
2. Task Order #2 is amended to delete "a fee amount of \$481,970" and replace with "a fee amount of \$589,370..."
3. Attachment A to Task Order #2 is amended to include expanded scope services, as described in Change Order #1 attached hereto and incorporated herein as Attachment 1.
4. First Amendment to Prevail. The provisions of this First Amendment shall prevail over any inconsistency or conflicting provisions of the Agreement and shall supplement the remaining provisions thereof.
5. Effective Date. The "Effective Date" of this First Amendment shall be July 30, 2024.

- 6. Entire Understanding. The First Amendment and the Agreement set forth contain the entire understanding and agreement of the Parties hereto. There are no oral or written representations, understandings, or ancillary covenants, undertakings or agreements, which are not contained or expressly referred to within this First Amendment and the Agreement.
- 7. Further Assurances. The Parties agree to execute such other documents and to take such as may be reasonably necessary to further the purposes of this First Amendment.
- 8. Agreement in Full Force and Effect. Except as otherwise expressly modified herein, all other terms and conditions of the Agreement remain unmodified and in full force and effect.

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

**RIVERSIDE COUNTY PARKS AND OPEN SPACE DISTRICT**

**RHA LANDSCAPE ARCHITECTS-PLANNERS, INC.**

By:   
 Kevin Jeffries  
 Chair, Board of Directors

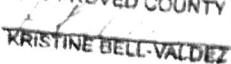
By: \_\_\_\_\_  
 DOUG GROVE  
 President

Recommended:

By:   
 KYLA BROWN  
 GENERAL MANAGER

ATTEST:  
 KIMBERLY A. RECTOR, Clerk

By:   
 DEPUTY

FORM APPROVED COUNTY COUNSEL  
 BY:  KRISTINE BELL-VALDEZ DATE



## AUTHORIZATION FOR ADDITIONAL WORK

**TO:** Anthony Miller  
Riverside County Regional Park and  
Open-Space District  
4600 Crestmore Road  
Jurupa Valley, CA 92509

**Date:** May 20, 2024  
**Project:** Lake Cahuilla Regional Park  
Amenities Update  
**RHA Project No.** 24106  
**Authorization No.** 1

Dear Anthony,

RHA Landscape Architects-Planners, Inc. has developed the following scope of services and fee schedule for landscape architectural services required on the Lake Cahuilla Regional Park Amenities Update project. These services are being provided to you in addition to the original contract at your request.

### Scope of Services

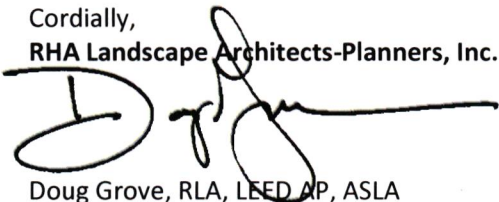
- 1) Additional design, engineering, and specifications for a Kiosko/stage area south of the pool
- 2) Additional design, engineering, and specifications for the removal of the liquid chlorine and acid systems and replacement with tablet chemicals, and providing piping and connection for the future installation of two spray features
- 3) Additional design, engineering, and specifications for accessible parking at the fishing area
- 4) Hydrology Study (due to the increase in the new construction area)
- 5) Water Quality Management Plan (WQMP) (due to the increase in the new construction area)
- 6) Storm Water Pollution Prevention Plan (SWPPP) (due to the increase in the new construction area)
- 7) Underground Utility Locating (due to the increase in the new construction area)

### Fee

- |                         |          |
|-------------------------|----------|
| 1)                      | \$52,900 |
| 2)                      | \$14,500 |
| 3)                      | \$7,000  |
| 4)                      | \$5,000  |
| 5)                      | \$10,000 |
| 6)                      | \$10,000 |
| 7)                      | \$8,000  |
| <b>TOTAL: \$107,400</b> |          |

This additional work authorization is an addendum to the existing contract. The terms and conditions of the original contract are applicable to this addendum. Subsequent to your review of the above referenced scope of services, please sign and return this form to RHA Landscape Architects-Planners, Inc. A PDF version via email is sufficient.

Cordially,  
RHA Landscape Architects-Planners, Inc.



Doug Grove, RLA, LEED AP, ASLA  
President

Authorized by:  
Riverside County Regional Park and Open Space  
District

By: Kyle Borm

Date: 9 July 24

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**RIVERSIDE COUNTY PARKS AND  
OPEN SPACE DISTRICT**

**RHA LANDSCAPE ARCHITECTS-  
PLANNERS, INC.**

By:   
Kevin Jeffries  
Chair, Board of Directors

By:   
DOUG GROVE  
President

Recommended:

By:   
KYL A BROWN  
GENERAL MANAGER

ATTEST:  
KIMBERLY A. RECTOR, Clerk  
By:   
DEPUTY

FORM APPROVED COUNTY COUNSEL  
BY:   
KRISTINE BELL-VALDEZ DATE