

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



ITEM: 13.2  
(ID # 26227)

MEETING DATE:

FROM : Regional Parks and Open Space District

Tuesday, November 05, 2024

**SUBJECT:** REGIONAL PARKS AND OPEN SPACE DISTRICT: Approve the Second Amendment to Task Order #1 to the Consulting Services Agreement for the Lawler Lodge ADA and Cabin Improvements with Black O'Dowd and Associates, Inc. dba BOA Architecture to increase the total Task Order amount by \$49,200 from \$161,861 to \$211,061; District 4 [Total Cost \$211,061; up to \$21,106.10 in additional compensation - 100% American Rescue Plan Act (ARPA) Fund 21735]

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

1. Approve the Second Amendment to Task Order #1 under the Master Consulting Agreement between Black O'Dowd and Associates, Inc. dba BOA Architecture and the Riverside County Parks and Open-Space District (Park District);
2. Authorize the Chairman to execute two (2) copies of the Second Amendment to Task Order #1 on behalf of the District;
3. Authorize the Purchasing Agent to issue Purchase Orders to Black O'Dowd and Associates, Inc. dba BOA Architecture for consulting services for the duration of the Task Order contract that do not exceed the total contract amount;
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 #1 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 one (1) copy of the executed Second Amendment to Task Order #1 to the Riverside County Regional Park and Open-Space District (District).

**ACTION:Policy**

  
Kyla R. Brown, General Manager 10/26/2024

---

**MINUTES OF THE BOARD OF DIRECTORS**

On motion of Director Jeffries, seconded by Director 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: November 5, 2024  
xc: Parks

Kimberly A. Rector  
Clerk of the Board

By:   
Deputy

**SUBMITTAL TO THE BOARD OF SUPERVISORS COUNTY OF RIVERSIDE,  
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>	\$ 211,601	\$ 0	\$ 211,601	\$ 0
<b>NET COUNTY COST</b>	\$ 0	\$ 0	\$ 0	\$ 0
<b>SOURCE OF FUNDS: 100% ARPA Act Coronavirus Relief Fund 21735</b>			<b>Budget Adjustment:</b>	NO
			<b>For Fiscal Year:</b>	FY24/25

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

**BACKGROUND:**

**Summary**

On September 10, 2024, by Minute Order 13.2, the Board of Directors approved and amended the Park District's 2022 On-Call Professional Services Providers List, Fiscal Limits, and On-Call Professional Services Agreement Template. This action prequalified an additional 16 consultants, thus increasing the number of consultants who can provide services to Park District projects to 42. The amendment also increased the cumulative not-to-exceed amount from \$1,000,000 to \$1,500,000 per consultant in a 3-year term and decreased the previously approved "not-to-exceed" amount from \$500,000 per Task Order to \$200,000 to align with Government Code section 22502.5. The initial amounts were approved by the Board of Directors on February 7, 2023, Minute Order 13.1.

In August 2023, the Park District requested proposals from consultants from the prequalified consultants list to perform design and construction administration services for the Lawlor Lodge ADA and Cabin Improvements project. A total of one (1) proposal was received. An internal evaluation was completed, and the Park District determined Black O'Dowd and Associates, Inc. dba BOA Architecture as the successful consultant. Task Order #1 was issued for design and construction administration, in the amount of \$132,000. Effective January 31, 2024, Task Order #1 was amended to include a full site survey and Geotech services for septic and percolation testing, increasing the dollar amount of Task Order #1 by \$29,861 to a total of \$161,861. The Park District wishes to amend Task Order #1 a second time to include Geotech construction inspections, electrical service, and fire protection which will increase the dollar amount of Task Order #1 by \$49,200, bringing the new Task Order #1 total to \$211,061. Due to this amount exceeding the previously established threshold for prequalified task orders, the Park District is seeking Board approval to the second amendment to Task Order #1.

**Impact on Residents and Businesses**

The project will enhance the quality of life for Riverside County residents by maintaining access to clean and safe outdoor recreational activities.

**Additional Fiscal Information**

American Rescue Plan Act (ARPA) funds in the amount of \$1,500,000 were allocated to this project on May 23, 2023, by Minute Order 13.1. The amendment now proposed utilizes those previously allocated funds and does not increase the ARPA allocation to the project. This

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

project is funded by the American Rescue Plan Act (ARPA) and subject to all associated restrictions, including schedules.

**ATTACHMENTS:**

- Second Amended Task Order #1
- Exhibit A 1

  
Melissa Curtis, Deputy Director of Purchasing and Fleet 10/22/2024

  
Aaron Gettis, Chief of Deputy County Counsel 10/23/2024

**Second Amendment to TASK ORDER #1 for the Consulting Services Agreement**

CONSULTANT: **BLACK O'DOWD AND ASSOCIATES, INC.**

**dba BOA ARCHITECTURE**

PROJECT NAME: **LAWLOR LODGE ADA AND CABIN IMPROVEMENTS**

This Second Amendment to Task Order #1 that was issued pursuant to the Consulting Services Agreement between the RIVERSIDE COUNTY PARKS AND OPEN-SPACE DISTRICT ("DISTRICT") and BLACK O'DOWD AND ASSOCIATES, INC. dba BOA ARCHITECTURE ("CONSULTANT") entered into on October 31, 2023, is hereby amended below.

RECITALS

WHEREAS, the parties entered into a Certain On-Call Consulting Services Agreement ("Agreement") on October 31, 2023, and entered into First Amendment to Task Order #1 pursuant to that Agreement effective January 31, 2024 for \$161,861; and

WHEREAS, the parties now desire to amend the First Amendment to Task Order #1 to include the additional services proposed in Scope of Work, attached hereto as Exhibit A 1 for an additional cost that would bring the total Task Order # 1 to \$211,061.

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 #1 is amended to delete "a fee amount of 161,861" and replace with "a fee amount of \$211,061 ..."
3. Attachment A, Scope of Services to Task Order #1 is amended to include the Geotech construction inspections, electrical service, and fire protection, determined necessary to successful completion of the original project scope and goals, attached as Exhibit A 1.
4. Second Amendment to Prevail. The provisions of this Second 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 Second Amendment shall be October 29, 2024.
6. Entire Understanding. The Second 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 Second 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 Second 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 Second Amendment.

**RIVERSIDE COUNTY PARKS AND  
OPEN SPACE DISTRICT**

**BLACK O'DOWD AND ASSOCIATES, INC.  
dba BOA ARCHITECTURE**

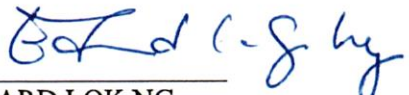
By:   
KEVIN JEFFRIES  
CHAIR, BOARD OF DIRECTORS

**ATTEST:**  
**KIMBERLY A. RECTOR, Clerk**

By:   
**DEPUTY**

Recommended:

By:   
KYLA BROWN  
GENERAL MANAGER

By:   
EDWARD LOK NG  
PRESIDENT/PRINCIPAL

DATE 10.24.24

FORM APPROVED COUNTY COUNSEL  
BY:   
KRISTINE BELL-VALDEZ DATE