

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



ITEM: 16.1
(ID # 29212)

MEETING DATE:

Tuesday, December 09, 2025

FROM : Regional Parks and Open Space District

SUBJECT: REGIONAL PARK AND OPEN SPACE DISTRICT: Approve Work Authorization #1 to the Master Agreement for Professional Historic Architect Consulting Services with Architectural Resources Group, Inc. in amount of \$406,002; District 3 [Total Cost \$406,002; up to \$40,600.20 in additional compensation; 100% Park Acq & Dev, District Fund 33100]

RECOMMENDED MOTION: That the Board of Directors:

1. Approve Work Authorization #1 under the Park District's Master Agreement for Professional Historic Architect Consulting Services with Architectural Resources Group, Inc. executed on November 12, 2025 pursuant to the 2025 On-Call Professional Services Historic Architect Providers List;
2. Authorize the Chairman to execute two (2) copies of Work Authorization #1 on behalf of the District;
3. Direct the Purchasing Agent to issue Purchase Orders to Architectural Resources Group, Inc. for professional historic architect consulting services for the duration of the Work Authorization #1 that does not exceed the total contract amount of \$406,002 included up to \$40,600.20 in additional compensation; for a total not to exceed amount of \$452,602.20;
4. Authorize the General Manager, or their Designee, to execute future amendments to Work Authorization #1, provided such amendments do not exceed ten percent (10%) of the total cost of the Work Authorization, are subject to the availability of fiscal funding, and are approved as to form by County Counsel; and
5. Direct the Clerk of the Board to return one (1) copy of the executed Work Authorization #1 to the Riverside County Regional Park and Open-Space District (District).

ACTION:Policy

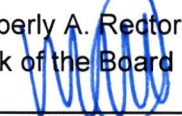

Kyla R. Brown, General Manager

10/29/2025

MINUTES OF THE BOARD OF DIRECTORS

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

Ayes: Medina, Spiegel, Washington, Perez, and Gutierrez
Nays: None
Absent: None
Date: December 9, 2025
xc: Parks

Kimberly A. Redtor
Clerk of the Board
By: 
Deputy

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

FINANCIAL DATA	Current Fiscal Year:	Next Fiscal Year:	Total Cost:	Ongoing Cost
COST	\$446,602	\$ 0	\$446,602	\$ 0
NET COUNTY COST	\$ 0	\$ 0	\$ 0	\$ 0
SOURCE OF FUNDS: Park Acq & Dev, District FUND 33100 (100%)			Budget Adjustment:	NO
			For Fiscal Year:	25/26

C.E.O. RECOMMENDATION: Approve

BACKGROUND:

Summary

On July 29, 2025, by Minute Order 16.4, the Board of Directors approved the Riverside County Regional Park and Open-Space District's (District) 2025 On-Call Professional Services Historic Architect Providers List, Fiscal Limits, and Master Agreement for Professional Services Consulting Services Template. This action created a ranked list of qualified firms providing professional historic architect consulting services.

Per Government Code Section 4526, professional consultants such as architects must be selected under a competitive process based upon demonstrated competence and on professional qualifications for each project.

The District advertised a Request for Qualifications (RFQ) on April 10, 2025, seeking Statements of Qualifications (SOQ) from highly qualified architects with experience dealing with historic properties with at least one primary architect assigned to take a leading role in the project must meet the Secretary of Interior Professional Qualification Standards for Architectural History. This RFQ was issued with the intent to support the District with development projects associated with historic properties, especially those which have been designated as Historic Landmarks on the National Register of Historic Places. In response to the RFQ, six firms submitted a SOQ.

After completion of the RFQ process, the Board approved a list of On-Call Professional Services for Historic Architect Providers (M.O. 7/29/25 item 16.4, #28351).

Based on the RFQ statement of qualifications submitted and the interviews with the consultants on the Board approved list, the District entered negotiations with the highest ranked firm for the Trujillo Adobe Heritage Village Master Plan & Rehabilitation (TAHV) project. The District now recommends that the Board approve the Work Authorization #1 scope for development of a comprehensive concept plan for a total of \$406,002 for the TAHV that resulted from the negotiations. Due to this dollar amount exceeding the previously established threshold for the General Manager to issue Work Authorizations in an amount not to exceed \$200,000, the District is seeking Board approval for Work Authorizations #1.

Impact on Residents and Businesses

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

This project will help to preserve a portion of the historic and cultural environment unique to Riverside County and support the steps needed to make Trujillo Adobe available to be enjoyed by residents for generations to come.

Additional Fiscal Information

The Board of Directors adopted Resolution No. 2023-009 on May 9, 2023, by Minute Order 13.3, authorizing the submission of an application for Specific Grant Funds from the 2022/23 California State Budget for the Preservation of the Trujillo Adobe project, which resulted in the award of grant funding in the amount of \$10.4 million. Funding for this Work Authorization will be covered by this grant.

ATTACHMENTS:

- Work Authorization #1
- Exhibit A to Work Authorization #1: Proposal from Architectural Resources Group
- Exhibit A to Work Authorization #1: Project Master Plan Map


Melissa Curtis, Deputy Director of Purchasing and Fleet

10/30/2025


Douglas Ardonez Jr.

12/2/2025


Aaron Gettis, Chief of Deputy County Counsel

11/25/2025

Work Authorization Form

Firm	Architectural Resources Group, Inc.	Task Order Number	1
Attn:	Liz MacLean	Contract #	PK-9750-HA
Requestor	Gaby Adame-Algrim	Date Requested	September 23, 2025
Due By		Deliverables (Y/N)	Y

TASKS/DELIVERABLES	
Tasks Required/Deliverables	Due Dates
1. 1.1 Project Start-Up and Background Review	By January 30, 2026
2. 1.2 Site Assessment and Reports Planning Scope Deliverables: Summary document including narrative text, maps, and diagrams Technical Scope Deliverable: Consultant documentation reports	By April 30, 2026
3. 1.3 Community and Stakeholder Meetings Deliverables: Meeting minutes for each meeting, and Final Summary report of all public and stakeholder input	By June 30, 2026
4. 1.4 Draft Concept Plans Deliverables: Draft Concept Plan Design Package, Interpretive Prospectus, and Cost Estimate	By July 31, 2026
5. 1.5 Final Concept Plans Deliverables: Final Concept Plan Design Package, Interpretive Prospectus, and Cost Estimate	By September 30, 2026

Cost/Payment Schedule	
Task	Authorized Cost Per Task
	(Please indicate lump sum or NTE)
1. 1.1 Project Start-Up and Background Review	NTE \$40,150.20
2. 1.2 Site Assessment and Reports	NTE \$107,190.54
3. 1.3 Community and Stakeholder Meetings	NTE \$99,250.50
4. 1.4 Draft Concept Plans	NTE \$112,960.56
5. 1.5 Final Concept Plans	NTE \$46,450.20

TOTAL MAXIMUM AUTHORIZED COST NTE \$406,002

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Request Details
Refer to Exhibit A Proposal for Trujillo Adobe Heritage Village Concept Plans and Pricing
"Task 1" – revised 10/17/25 for Assumptions/Exclusions.

By signing below, Parties have verified that there is sufficient capacity remaining in the Master Agreement #PK-9750-HA for Historic Architect consulting services. The work authorized herewith may be completed and paid for beyond the Master Agreement expiration date. The terms and conditions of the Master Agreement remain in full force and effect until the work authorized herewith is completed to the satisfaction of the District.

Consultant:
Agreement to Perform by: Lisa Yergovich (signature)
Lisa Yergovich (Nov 25, 2025 13:41:37 PST)
Date: 11/25/2025
Print Name: Lisa Yergovich /Title: Principal/Secretary

District:
Authorized to Proceed by: [Signature] (signature)
Date: DEC 09 2025
Print Name: JOSE MEDINA /Title: Chair, Board of Directors

ATTEST:
KIMBERLY A. RECTOR, Clerk

By [Signature]
DEPUTY

FORM APPROVED COUNTY COUNSEL
BY KRISTINE BELL-VALDEZ DATE

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Work Authorization 1.AATF

Final Audit Report

2025-11-25

Created:	2025-11-25		
By:	Lindsey Drake (ldrake@rivco.org)		
Status:	Signed		
Transaction ID:	CBJCHBCAABAAj6H7V8TH1pl3qx8C3SFhTPtDI8Ri-gl-		

"Work Authorization 1.AATF" History







-  Document created by Lindsey Drake (ldrake@rivco.org)
2025-11-25 - 8:17:28 PM GMT
-  Document emailed to lisa@argcreate.com for signature
2025-11-25 - 8:17:33 PM GMT
-  Email viewed by lisa@argcreate.com
2025-11-25 - 9:40:48 PM GMT
-  Signer lisa@argcreate.com entered name at signing as Lisa Yergovich
2025-11-25 - 9:41:35 PM GMT
-  Document e-signed by Lisa Yergovich (lisa@argcreate.com)
Signature Date: 2025-11-25 - 9:41:37 PM GMT - Time Source: server
-  Agreement completed.
2025-11-25 - 9:41:37 PM GMT

Exhibit A



Architectural
Resources Group

360 E. 2nd Street, Suite 225
Los Angeles, California 90012

ARGcreate.com

September 23, 2025

Gaby Adame-Algrim, CPRP, MS
Riverside County Regional Park and Open-Space District
4600 Crestmore Road
Jurupa Valley, CA 92509

RE: Proposal for Trujillo Adobe Heritage Village Concept Plans & Pricing "TASK 1" – revised 10/17/25

Dear Gaby:

Architectural Resources Group (ARG) is pleased to provide our team's proposal for consulting services in support of the Trujillo Adobe Heritage Village Concept Plan Design Package. We would be honored to continue our collaboration with Riverside County's Regional Park and Open Space District (District) on this key historical site to envision how it can be activated with compelling public uses.

Project Understanding

The District's goal is the creation of a new Heritage Village anchored by the restored Trujillo Adobe, a key site in the Riverside region's history. We understand this effort as consisting of two sequential tasks: 1) developing a Concept Plan Design Package that holistically addresses physical and interpretive goals, and 2) realizing this Concept Plan in built form. This proposal is for the first task ("Task 1") and extends from initial studies to approval of the Concept Plans & Cost Estimate.

While the specifics of the Heritage Village are to be determined in the planning effort, we understand that it is to be a venue for educational, cultural, and recreational activities that emphasize local and regional histories, communities, and ecologies. In service of this intent, the Concept Plan will synthesize approaches to tangible aspects of the site (architecture, preservation, landscape) with a framework for public-good uses (interpretive programming, community resources).

This proposal assumes that the site consists of the Trujillo Adobe parcel and adjacent parcels north of Center St. recently acquired by the District (see Exhibit B: Reference Map). We understand the District is considering purchase of additional parcels south of Center St. for

incorporation into the Heritage Village site. However, this Concept Plan only relates to the property north of Center St.; any incorporation of the parcels south of Center St. would be included in Task 2.

The site presents two mapping complexities that bear on the Concept Plan. First, its western portion extends north across the county border into the City of Colton, San Bernardino County. Second, it is bisected by Orange St., which serves as a primary access for several commercial properties along Pelissier Road. We understand the Concept Plan is to be coordinated with a strategy to vacate Orange St. north of Center St and provide an equivalent access route, either on or off the project site.

ARG Team

All proposed scope will be performed by ARG and our consultants as a collaborative team, working in concert with the District. ARG's Project Manager (see "Personnel" below) will provide a primary contact point for communication and will facilitate direct discussion between the District and team members as requested/required.

Concept Design Plan Core Team

ARG: Architecture, historic consultation, and conservation

SWA: Landscape, site planning, and public engagement

The Acorn Group: Interpretive Prospectus

Technical Consultants

KPFF: Civil assessment

MEP California: Utility and systems input

TYLin: Structural input

ASM Affiliates: Ground penetrating radar investigation

Cost estimation

KPJ Consulting

Task 1 Scope

The sub-tasks below are the proposed components of the ARG team's Task 1: development of a comprehensive Concept Plan Design Package

Sub-tasks are listed in general chronological order. Note that **1.3– Community and Stakeholder Meetings** and **1.4 – Concept Plan Draft** will overlap and inform each other.

Task 1.1 – Project Start-up and Background Review

- Consultant coordination & Client introductions
- Team Site Visit/Kick-Off
- Goals verification with District
- Existing documentation and resources review
- Interpretive Prospectus background research

Task 1.2 – Site Assessment and Reports

Planning Scope

- Site defining characteristics and opportunities.
- Potential site programming and general configurations
- Implications of existing planning studies
- Initial site coordination with regional elements including Santa Ana River trailhead, 2028 Olympics Sports Zone, Springbrook Arroyo, and public transit
- Interpretive Prospectus framework and themes
- **DELIVERABLE:** Summary document including narrative text, maps, and diagrams

Technical Scope

- Review of background information by Owner (site survey, hazmat, utility information, etc.)
- Existing utility service analysis
- Ground penetrating radar component of archeological baseline study
 - To be coordinated with the balance of archeological baseline study scope performed by the District's CEQA/NEPA consultant
- Coordination with the District's site Hazmat contractor, Traffic Engineer, and CEQA/NEPA consultants

- Includes coordination on rerouting Orange St./Pelissier Road access
- **DELIVERABLES:** Consultant documentation reports

Task 1.3 – Community and Stakeholder Meetings and Engagement

- Informational graphics and website material for public distribution by the District
- 1 in-person community workshop
 - ARG, SWA, and The Acorn Group to attend
- 3 virtual stakeholder meetings
 - One to focus on Interpretive Prospectus scope
- Courtesy meeting with the city's historic planner
- **DELIVERABLE:** Meeting minutes for each meeting, and Final Summary report of all public and stakeholder input

Task 1.4 – Draft Concept Plans

Draft Concept Plan

- Develop one to two primary options for proposed site uses and configuration including:
 - Pedestrian and vehicular access and parking
 - Environmental and landscape opportunities
 - Treatment of the Adobe and its immediate landscape
 - New structures and spaces
 - Strategy to vacate Orange St.
 - Coordination with anticipated Interpretive requirements
- Review and incorporation of technical reports
 - Conceptual utility services
 - Structural recommendations for new buildings
 - MEP recommendations for site and building service
- Establish format and detailed content outline for Concept Plan Design Package document
- **DELIVERABLE:** Draft Concept Plan Design Package, Interpretive Prospectus, and Cost Estimate

Task 1.5 – Final Concept Plan

Final Concept Plan

- Following delivery of the draft Concept Plan Design Package, ARG and our team will review and respond to the District and Stakeholder comments.
- **DELIVERABLE:** Final Concept Plan Design Package, Interpretive Prospectus, and Cost Estimate

Schedule

This proposal is based on a 9-month schedule. This 9-month schedule may be impacted by District and stakeholder/community meeting availability and response time. We are assuming a 3-week turnaround for District and Stakeholder comments on the drafts to stay within the schedule.

Fee per Task

ARG proposes a **lump sum fee of \$406,002** to complete the scope described above. This fee is to be billed on a monthly basis. Our fee per task is reflected below:

Task 1.1 – Project Start-up and Background Review

Task 1.1: Project Start-Up and Background Review (~10%)	\$40,150.20
Task 1.2: Site Assessment & Reports (~26%).....	\$107,190.54
Task 1.3: Community and Stakeholder Meetings (25%).....	\$99,250.50
Task 1.4: Draft Concept Plans (~28%).....	\$112,960.56
Task 1.5: Final Concept Plans (~11%)	\$46,450.20
TOTAL.....	\$406,002

Owner Subconsultants: Owner subconsultants include the Hazmat contractor, traffic engineer, CEQA/NEPA consultant, and site surveyor.

Assumptions/Exclusions

- The scope area of the Concept consists of the parcels owned/acquired by the District *north* of Center St (see reference map). Consideration of connectivity and uses for parcels *south* of Center St. would be reviewed in Task 2.
- Hazardous materials and/or archeological investigations will not identify conditions that significantly affect planning or future use of the site.
- Conditions requiring administrative cooperation between jurisdictions (such as rerouting access to properties along Pelissier Road currently served by Orange Street) will be resolved in a manner acceptable to all authorities having jurisdiction within a timeframe compatible with the Concept Plan schedule.
- Per our 8/22/25 call, SWA will provide graphics, but the District will create/host any websites and distribute event and marketing materials.
- This proposal assumes eighteen (18) meetings maximum with the District, excluding the in-person community meeting described above in Task 1.3.
- The District will arrange locations for the meeting described above in Task 1.3.
- Any expenses related to tribal member participation are not included in the design team fees; we assume the client will pay for any expenses related to tribal member participation.

Thank you for the opportunity to provide these services in support of Trujillo Adobe Heritage Village Concept Plan Design Package. Please do not hesitate to contact us with any questions on this proposal.

Sincerely,



Liz MacLean, AIA
Principal-in-Charge
Architectural Resources Group

Attachments:

Exhibit A: ARG 2025 Billing Rates

Exhibit B: Reference Map of Concept Plan Site



Architectural
Resources Group

STANDARD BILLING RATES

1. Direct personnel expense shall be billed at the following rates, including time for meetings, public meetings, and presentations:

Principal	\$260 to \$330/hour
Senior Project Manager	\$200 to \$250/hour
Project Manager	\$180 to \$210/hour
Senior Architect	\$190 to \$240/hour
Architect 3	\$180 to \$210/hour
Designer 3	\$175 to \$210/hour
Historian/ Planner 3	\$175 to \$210/hour
Conservator 3	\$175 to \$210/hour
Architect 2	\$165 to \$175/hour
Designer 2	\$155 to \$170/hour
Historian/ Planner 2	\$155 to \$170/hour
Conservator 2	\$155 to \$170/hour
Architect 1	\$145 to \$160/hour
Designer 1	\$145 to \$150/hour
Historian/ Planner 1	\$145 to \$150/hour
Conservator 1	\$145 to \$150/hour
Intern	\$100 to \$140/hour
Administrative Personnel	\$100 to \$140/hour

- ~~2. Reimbursable Expenses shall be billed at cost plus 15% and shall include the following:
 - ~~a. Reproduction costs such as printing or duplication of drawings, specifications, and written reports.~~
 - ~~b. Lodging, subsistence, and out-of-pocket expenses for authorized travel in connection with work.~~
 - ~~c. Travel: (including local) IRS allowable rate plus tolls and parking, or cost of air travel.~~
 - ~~d. Special teleconference or database access charges.~~
 - ~~e. Cost of models, special renderings, photography, special process printing, special printed reports or publications and maps.~~
 - ~~f. Postage and delivery charges.~~
 - ~~g. Professional consultants retained with client approval.~~
 - ~~h. Specialized equipment rental (required by the project).~~~~

Not to be
billed
separately

3. Equipment Use Fee of \$300 shall be charged for specialized equipment like the Thermal Imaging Camera, 3D Camera, or Binocular Microscope.
4. Rates shall increase 5% each year until the project is completed.
5. Rates effective January 1, 2025 thru December 31, 2025.

Exhibit A



SAN BERNARDINO COUNTY
CITY OF COLTON

RIVERSIDE COUNTY
CITY OF RIVERSIDE

ADOBE SITE

TASK 1 SCOPE AREA IS PARCELS
NORTH OF CENTER ST ONLY