



City of Arts & Innovation

City Council Memorandum

TO: HONORABLE MAYOR AND CITY COUNCIL **DATE: FEBRUARY 6, 2024**

FROM: PARKS, RECREATION AND COMMUNITY SERVICES DEPARTMENT **WARD: 2**

SUBJECT: INCREASE CHANGE ORDER AUTHORITY TO 20% IN THE AMOUNT OF \$106,486.33 FOR PROFESSIONAL CONSULTANT SERVICE AGREEMENT WITH ALTA PLANNING AND DESIGN, INC. FOR THE GAGE CANAL MULTI-PURPOSE RECREATIONAL TRAIL PROJECT

ISSUE:

Authorize an increase in change order authority from 10% (\$53,243.17) to 20% (\$106,486.33), increasing the total contract amount to \$638,917.98 for the professional consultant services agreement with ALTA Planning and Design, Inc. for the Gage Canal Multi-Purpose Recreational Trail Project.

RECOMMENDATION:

That the City Council:

1. Authorize an increase in change order authority from 10% (\$53,243.17) to 20% (\$106,486.33) in the amount of \$106,486.33, increasing the not-to-exceed total compensation amount to \$638,917.98 for project changes including, but not limited to, unforeseen conditions or necessary design changes.

BACKGROUND:

On October 1, 2019, the City Council adopted a resolution authorizing the submission of a grant application for the California Natural Resources Agency Urban Greening Grant Program in the amount of \$3,708,509 for the design and implementation of the Gage Canal Multi-Purpose Recreational Trail Phase I.

On April 1, 2020, the City of Riverside entered into a grant agreement with the State of California Natural Resources Agency for the Gage Canal Multi-Purpose Recreational Trail Phase I in the amount of \$3,708,509.

On December 14, 2021, the City of Riverside entered into a consultant agreement with ALTA Planning and Design, Inc. for the planning and design of the Gage Canal Multi-Purpose Recreational Trail Phase I Improvements in the amount of \$532,431.65.

On November 17, 2022, the Purchasing Division posted Bid No. 7914 on the City’s website for the construction of improvements on the Gage Canal Multi-Purpose Recreational Trail Phase I.

On January 31, 2023, the City of Riverside Parks, Recreation and Community Services Department (PRCSD) was notified by the California Department of Parks and Recreation that they were being awarded \$1,400,000 in supplemental grant funding for the Gage Canal Multi-Purpose Recreational Trail Improvements Project.

On March 14, 2023, the City Council authorized the rejection of all bids for Bid No. 7914 for the Gage Canal Multi-Purpose Recreational Trail Improvements Project, and authorized staff to rebid the project with revised bid specifications once the additional \$1,400,000 supplemental grant funding was available from the California Department of Parks and Recreation.

DISCUSSION:

The Gage Canal runs through the City in a City-owned water utility corridor. The City proposes to construct Phase I of the Gage Canal Trail Project within an approximately two-mile stretch of the corridor starting from Palmyrita Avenue, running southwest along the edge of the Box Springs Mountain Reserve, and then south across Spruce Street ending at the UC Riverside Campus at Blaine Street. The project will include a paved asphalt bikeway with a parallel decomposed granite surface trail, along with landscaping, irrigation, lighting, and trail support amenities. This trail segment is an important component of the City’s Trails Master Plan, providing a resource to serve both recreation and active transportation needs.

The change order authority increase is requested to have the consultants complete additional environmental studies as requested by the California Department of Parks and Recreation prior to the execution of the \$1,400,000 supplemental grant funding agreement. The proposal for additional work received by PRCSD from the contracted consultant amounted to \$70,450, which includes the following studies to determine whether historic properties exist within the project’s Area of Potential Effects (APE) and whether the project will result in effects to historic properties: Archaeological Survey Report (ASR), Historic Property Survey Report (HPSR), Historical Resources Evaluation Report (HRER), and a Finding of Effect (FOE).

Purchasing Resolution No. 23914, Section 1104 (c) states that Change Orders which cumulatively exceed “10% of the original contract price for Contracts and/or Purchase Orders previously approved by the Awarding Entity” will require Awarding Entity Approval.

The Purchasing Manager concurs that the recommendation to increase the change order authorization to 20% of the original agreement amount for ALTA Planning and Design, Inc. agreement (RFP No. 2032) is in compliance with Purchasing Resolution No. 23914, Section 1104 (c).

STRATEGIC PLAN ALIGNMENT:

The work contributes to the **Strategic Priority 1 - Arts, Culture and Recreation**, priority of the Envision Riverside 2025 Strategic Plan, which aims to provide diverse community experiences and personal enrichment opportunities for people of all ages.

The work contributes to **goals 1.3**, to improve parks, recreational amenities, open space, and

trail development, and fulfill critical lifecycle and facility maintenance needs, and **goal 1.4**, to prioritize safety at parks, trails, arts, cultural and recreational facilities.

1. **Community Trust** – This project is in alignment with the Parks, Recreation and Community Services Comprehensive Master Plan and Trails Master Plan which were developed with extensive community input and support. Additionally, community outreach specific to this project took place during the design planning process by means of meetings and online surveys to better understand existing usage, concerns, and amenity preferences by the community.
2. **Equity** – This project was established primarily to provide a new active transportation and recreational green space trail to provide residents with public recreational opportunities, connections to the Box Springs Reserve, and a continuous off-street connection from Palmyrita Avenue to Blaine Street. This project serves a disadvantaged community per the Urban Greening Grant program criteria.
3. **Fiscal Responsibility** – The purchasing of all services for this project is in accordance with Purchasing Resolution No. 23914. Also, the Urban Greening Grant can be utilized by the California Department of Parks and Recreation Grant funding for this project which will require no “match” to be contributed by the City.
4. **Innovation** – The PRCSD hired an experienced and well-regarded professional design consultant to design the project, and local Riverside residents were consulted to determine a design and layout that best suits the community.
5. **Sustainability & Resiliency** – By providing new access to healthy exercise and active transportation opportunities, this project improves the quality of life for all City of Riverside residents. The project is estimated to sequester 868 metric tons of CO₂e from the installation of approximately 700 trees along the corridor, utilize advanced solar lighting to maintain security while saving energy by being 100% off-grid, and install water-efficient low-flow drip irrigation controlled by smart solar controllers to significantly reduce water usage.

FISCAL IMPACT:

The total fiscal impact of the action is \$53,243.16. The new amount will increase the total change order authority from \$53,243.17 to \$106,486.33 and increase the total not-to-exceed contract amount to \$638,917.98. Sufficient funding is currently budgeted and available in the Grants & Restricted Programs Fund, Gage Canal Trail Improvements Project account number 9409200-440220 to cover the costs of the Change Order increase.

Prepared by: Jordan Maus, Parks Project Manager
Approved by: Pamela M. Galera, Parks, Recreation and Community Services Director
Certified as to availability of funds: Kristie Thomas, Finance Director/Assistant Chief Financial Officer
Approved by: Kris Martinez, Assistant City Manager
Approved as to form: Phaedra A. Norton, City Attorney