

FIRST AMENDMENT TO
PROFESSIONAL CONSULTANT SERVICES AGREEMENT

HOLT ARCHITECTS, INC., dba HOLT ARCHITECTURE

Architecture Design for New City of Riverside Police Headquarters (RFP No. 2288)

THIS FIRST AMENDMENT TO PROFESSIONAL CONSULTANT SERVICES AGREEMENT ("First Amendment") is made and entered into this _____ day of _____, 2025, by and between the CITY OF RIVERSIDE, a California charter city and municipal corporation ("City"), and HOLT ARCHITECTS, INC., a California corporation, doing business as HOLT ARCHITECTURE ("Consultant"), with respect to the following:

RECITALS

WHEREAS, the City and Consultant entered into that certain Professional Consultant Services Agreement dated March 14, 2024, in the amount of Ninety-Nine Thousand Dollars (\$99,000.00) for Architectural Design for the new City of Riverside Police Headquarters (RFP No. 2288) ("Agreement"); and

WHEREAS, the Agreement expired on November 1, 2024; and

WHEREAS, the City and Consultant have agreed to extend the term of the Agreement through March 1, 2028, to add additional services and additional Compensation in the amount of not to exceed Three Million Three Hundred Thirty-One Thousand Nine Hundred Sixteen Dollars (\$3,331,916.00) for the extended term of the Agreement, for a new Compensation amount not to exceed Three Million Four Hundred Thirty Thousand Nine Hundred Sixteen Dollars (\$3,430.916.00).

NOW, THEREFORE, incorporating the recitals set out above, the parties hereto mutually agree to the following amendment to the Agreement.

1. Exhibit "A" of the Agreement, Scope of Services, is hereby amended by adding the additional services set forth in Exhibit "A-1," attached hereto and incorporated herein by reference.

2. Section 2, Term, is hereby amended to extend the term of the Agreement through March 1, 2028.

3. Section 3, Compensation/Payment, is hereby amended to increase the Compensation in the amount of not to exceed Three Million Three Hundred Thirty-One Thousand Nine Hundred Sixteen Dollars (\$3,331,916.00) for the extended term of the Agreement, for a new Compensation amount not to exceed Three Million Four Hundred Thirty Thousand Nine Hundred Sixteen Dollars (\$3,430.916).

4. All other terms and conditions of the Agreement between the parties, which are not inconsistent with the terms of this First Amendment, shall remain in full force and effect as if fully set forth herein.

IN WITNESS WHEREOF, the parties hereto have caused this First Amendment to Professional Consultant Services Agreement to be duly executed the day and year first above written.

CITY OF RIVERSIDE,
a California charter city and municipal
corporation

HOLT ARCHITECTS, INC., a California
corporation, doing business as HOLT
ARCHITECTURE

By: _____
City Manager


By: _____
Print Name: _____
Its: _____
(Signature of Board Chair, President, or
Vice President)

Attest: _____
City Clerk

and

Certified as to Availability of Funds:

By: 
for Chief Financial Officer

By: 
Print Name: MATTHEW C. ACTON
Its: SECRETARY
(Signature of Secretary, Assistant
Secretary, CFO, Treasurer, or Assistant
Treasurer)

Approved as to Form:

By: 
Assistant City Attorney

EXHIBIT “A-1”

SCOPE OF SERVICES

November 07, 2024

Robert Wise, Esquire

City of Riverside

RWise@riversideca.gov

Proposal for: Phase 2 Architecture Design Service for New City of Riverside Police Headquarters

4102 Orange St, Riverside, CA 92501

Hello Robert:

On behalf of Holt Architecture, I am pleased to provide you with this Proposal for Professional Services.

A. Base Scope Program:

1. Not Essential Service – Administration only.
2. Building:
 - i. Size: 40,000 SF maximum.
 - ii. 2-Story above grade, 1-story below
 - iii. Covered rooftop occupied area
3. Parking:
 - i. 6 space below-grade Sallyport.
 - ii. 50 secured on-site staff parking spaces.

B. Assumptions / Services Included in Base Services:

1. Photovoltaic System (rooftop or carport)
2. Technology System Design
3. T-24 Commissioning
4. Traditional building foundations have been assumed in the Base Services. If specialty soil stabilization efforts and/or specialty foundation designs are required as identified in the Geotechnical Report, additional services may be necessary.

C. Construction Delivery Method:

1. Pre-qualified General Contractor Bid.
2. Contractor will provide via Design-Build Delivery
 - i. Fire Alarm System.
 - ii. Fire Sprinkler System.
 - iii. Shoring or Bracing (if required).
 - iv. Soil improvement / stabilization (if required).

D. Owner will provide:

1. Typical Project Diligence, such as (but not limited to):
 - i. As-Built Documents for Existing Police Facility.
 - ii. Property Records, Title Report, Legal Description, Easements, Restrictions, Rights-of-Way, etc.
 - iii. Surveys: Topographic, Buildings, Boundaries, Benchmarks, Underground Structures, including but not limited to tunnel(s), Underground Utilities, etc.
 - iv. Investigations and Reports:
 - Geotechnical / Percolation (Infiltration).

- Environmental Assessment(s).
 - Hazardous Material Investigation and Report.
 - Forensic Investigation of existing Structures, if/as needed.
 - Records of Utility services.
 - Water Flow Tests (for Fire Sprinkler).
 - Accessibility (Path of travel to site or if existing building is to remain).
2. Abandonment of 11th Street.
 3. Furniture, Furnishings and Equipment/Appliances.
 4. Relocation of Staff for Construction.
 5. CEQA Services
 6. Building Signage Design and Installation (interior and exterior)

E. Holt Architecture will provide the following Base Scope Professional Services:

1. Architectural.
2. Civil Engineering.
3. Landscape Architectural Design.
4. Structural Engineering.
5. Mechanical, Plumbing & Electrical Engineering.
6. Low-Voltage System Engineering.
7. Cost Estimation at end of SD, DD and CD Phases.
8. Commissioning.
9. Photovoltaic Systems:
 - i. Roof.
 - ii. Carport.
10. Infrastructure for:
 - i. Technology Systems within the Building for Systems by the City.
 - ii. 8-foot-high Antennae and/or 6-foot-diameter satellite dish on the Roof for Systems by the City.
11. Allowance for Design Budget for Utility service update/upgrades.

F. Exclusions:

1. Off-Site Improvements.
2. Design for future expansion Phasing.
3. Fast-track construction.
4. LEED, Energy Studies, or other Sustainable Certification.
5. Specialized Engineering Services such as Acoustic.
6. Life-Cycle Cost Analysis.
7. Start-Up Assistance.
8. Post-Construction Record Drawings.
9. Post-Construction Evaluation.
10. Fuel Systems.
11. Communication Network Transmission Tower.
12. Site Storage Systems.

G. Professional Services Fee: see Attachment #1.

If the Scope of Work or schedule is increased or changed by more than 10%, our Compensation shall be adjusted accordingly. This proposal is valid for sixty (60) days from the date of this letter.

We appreciate the opportunity to be of service to you. Please contact me with any questions.

Sincerely,

Matthew Acton, NCARB, Principal

Holt Architecture

Attachments:

1. Professional Services Fee.

Attachment #1 - Professional Services Fee
City of Riverside - New Police Headquarters
11/07/24

Proposal	By Phase	% of Fee	\$
Base Scope Services	Schematic Design	22%	\$711,671
	Entitlement	1%	\$32,349
	Design Development	25%	\$808,717
	Construction Documents	30%	\$970,461
	Plan Check & Bid	2%	\$64,697
	Construction Administration	20%	\$646,974
	Sub-Total	100%	\$3,234,870
	Scope Contingency (Carried by City)	0.0%	\$0
	Reimbursable Budget	3.0%	\$97,046
	Total		\$3,331,916