

**MASTER PROFESSIONAL CONSULTANT SERVICES AGREEMENT
FOR PRESERVATION AND HISTORIC RESOURCE PROJECTS**

HISTORIC RESOURCES GROUP, LLC

THIS MASTER PROFESSIONAL CONSULTANT SERVICES AGREEMENT FOR PRESERVATION AND HISTORIC RESOURCE PROJECTS ("Agreement") is made and entered into this _____ day of _____, _____ ("Effective Date") by and between the CITY OF RIVERSIDE ("City"), a California charter city and municipal corporation and HISTORIC RESOURCES GROUP, LLC, a California limited liability company ("Consultant").

RECITALS

A. City requires the services of a consultant that is experienced in preservation planning and historic resource services for various City projects.

B. City issued a Request for Qualifications (RFQ No. 2504) for purposes of establishing a panel of consultants experienced in providing professional services in preservation planning and historic resource services.

C. Consultant has the necessary experience in providing professional consulting services relating to preservation planning and historic resource services.

D. Consultant has submitted a proposal to the City and has affirmed its willingness and ability to provide such services.

AGREEMENT

1. Scope of Services.

1.1 City hereby retains Consultant to perform, and Consultant agrees to render, technical and professional services, including labor, material, equipment, supervision and expertise for the preparation of preservation planning and historic resource reports, survey, and other such associated documents for various projects ("Assigned Project").

1.2 During the term of this Agreement, as the need arises, Consultant shall have the opportunity to submit proposals for Assigned Projects. The scope of work, including the completion date for the Assigned Project, will be as set forth in writing and issued by the City ("Project Narrative"). Any modification to the Services will also be set forth in the Project Narrative. All proposals submitted shall be reviewed by the Contract Administrator, as that term is defined below, and a single consultant will be selected to perform the services for that particular Assigned Project. Acceptance of Consultant's proposal shall be made in the form of a Supplemental Agreement for the Assigned Project, a sample of which is attached hereto as Exhibit "A" and incorporated herein by reference.

2. **Term.** The term of this Agreement shall be from the Effective Date of this Agreement through the later of:

A. March 31, 2031; or

B. The required date for completion of an Assigned Project, provided that such project was assigned prior to March 31, 2031.

This Agreement, at the option of the City, may be extended one time not to exceed three (3) additional years. The term of this Agreement may be terminated earlier pursuant to the termination provision herein.

3. **Compensation/Payment.** Consultant shall receive compensation for all Services rendered under this Agreement at the rates negotiated for the Assigned Projects and set forth in the Supplemental Agreement issued by the City. The total amount to be paid to Consultant for all Assigned Projects shall not exceed Three Hundred Thousand Dollars (\$300,000.00) over the term of this Agreement without prior written approval of the City Council. Payments shall be made in accordance with City's usual accounting procedures upon receipt and approval of an itemized invoice setting forth the services performed. The invoices shall be delivered to City at the address set forth in Section 4 hereof.

4. **Notices.** Any notices required to be given, hereunder shall be in writing and shall be personally served or given by mail. Any notice given by mail shall be deemed given when deposited in the United States Mail, certified and postage prepaid, addressed to the party to be served as follows:

To City

Community & Economic
Development Department
City of Riverside
3900 Main Street
Riverside, CA 92522

To Consultant

Historic Resources Group, LLC

Attn: Christine Lazzaretto
556 S. Fair Oaks Ave., Suite 101-514
Pasadena, CA 91105

5. **Prevailing Wage.** If applicable, Consultant and all subcontractors are required to pay the general prevailing wage rates of per diem wages and overtime and holiday wages determined by the Director of the Department of Industrial Relations under Section 1720 et seq. of the California Labor Code and implemented by Resolution No. 13346 of the City Council of the City of Riverside. The Director's determination is available on-line at www.dir.ca.gov/dlsr/statistics_research.html and is referred to and made a part hereof; the wage rates therein ascertained, determined, and specified are referred to and made a part hereof as though fully set forth herein.

6. **Contract Administration.** A designee of the City will be appointed in writing by the City Manager or Department Director to administer this Agreement on behalf of City and shall be referred to herein as Contract Administrator.

7. **Standard of Performance.** While performing the Services, Consultant shall exercise the reasonable professional care and skill customarily exercised by reputable members of Consultant's profession practicing in the Metropolitan Southern California Area, and shall use reasonable diligence and best judgment while exercising its professional skill and expertise.

8. **Personnel.** Consultant shall designate a representative for each Assigned Project ("Project Representative"). Consultant's Project Representative shall be available to City at all reasonable times and will be the primary individual performing the Services under the Assigned Project. Consultant recognizes that the qualifications and experience of the personnel to be used are vital to professional and timely completion of the Services. The key personnel listed in Exhibit "B" attached hereto and incorporated herein by reference and assigned to perform portions of the Services shall remain assigned through completion of the Services. Any substitution of personnel or the Project Representative shall be subject to City's written approval. In the event that City and Consultant cannot agree as to the substitution of the Project Representative or other key personnel, City shall be entitled to terminate this Agreement.

9. **Assignment and Subcontracting.** Neither party shall assign any right, interest, or obligation in or under this Agreement to any other entity without prior written consent of the other party. In any event, no assignment shall be made unless the assignee expressly assumes the obligations of assignor under this Agreement, in a writing satisfactory to the parties. Consultant acknowledges that any assignment may, at the City's sole discretion, require City Manager and/or City Council approval. Consultant shall not subcontract any portion of the work required by this Agreement without prior written approval by the responsible City Contract Administrator. Subcontracts, if any, shall contain a provision making them subject to all provisions stipulated in this Agreement, including without limitation, the insurance obligations set forth in Section 12. The Consultant acknowledges and agrees that the City is an intended beneficiary of any work performed by any subcontractor for purposes of establishing a duty of care between any subcontractor and the City.

10. **Independent Contractor.** In the performance of this Agreement, Consultant, and Consultant's employees, subcontractors and agents, shall act in an independent capacity as independent contractors, and not as officers or employees of the City of Riverside. Consultant acknowledges and agrees that the City has no obligation to pay or withhold state or federal taxes or to provide workers' compensation or unemployment insurance to Consultant, or to Consultant's employees, subcontractors and agents. Consultant, as an independent contractor, shall be responsible for any and all taxes that apply to Consultant as an employer.

11. **Indemnification.**

11.1 **Design Professional Defined.** For purposes of this Agreement, "Design Professional" includes the following:

- A. An individual licensed as an architect pursuant to Chapter 3 (commencing with Section 5500) of Division 3 of the Business and Professions Code, and a business entity offering architectural services in accordance with that chapter.

- B. An individual licensed as a landscape architect pursuant to Chapter 3.5 (commencing with Section 5615) of Division 3 of the Business and Professions Code, and a business entity offering landscape architectural services in accordance with that chapter.
- C. An individual registered as a professional engineer pursuant to Chapter 7 (commencing with Section 6700) of Division 3 of the Business and Professions Code, and a business entity offering professional engineering services in accordance with that chapter.
- D. An individual licensed as a professional land surveyor pursuant to Chapter 15 (commencing with Section 8700) of Division 3 of the Business and Professions Code, and a business entity offering professional land surveying services in accordance with that chapter.

11.2 Defense Obligation For Design Professional Liability. Consultant agrees, at its cost and expense, to promptly defend the City, and the City's employees, officers, managers, agents and council members (collectively the "Parties to be Defended") from and against any and all claims, allegations, lawsuits, arbitration proceedings, administrative proceedings, regulatory proceedings, or other legal proceedings to the extent the same arise out of, pertain to, or relate to the negligence, recklessness or willful misconduct of Consultant, or anyone employed by or working under the Consultant or for services rendered to the Consultant in the performance of the Contract, notwithstanding that the City may have benefited from its work or services and whether or not caused in part by the negligence of an Indemnified Party. Consultant agrees to provide this defense immediately upon written notice from the City, and with well qualified, adequately insured and experienced legal counsel acceptable to City. This obligation to defend as set forth herein is binding on the successors, assigns and heirs of Consultant and shall survive the termination of Consultant's Services under this Agreement.

11.3 Indemnity For Design Professional Liability. When the law establishes a professional standard of care for Consultant's services, to the fullest extent permitted by law, Consultant shall indemnify, protect and hold harmless the City and the City's employees, officers, managers, agents, and Council Members ("Indemnified Parties") from and against any and all claim for damage, charge, lawsuit, action, judicial, administrative, regulatory or arbitration proceeding, damage, cost, expense (including counsel and expert fees), judgment, civil fines and penalties, liabilities or losses of any kind or nature whatsoever to the extent the same arise out of, pertain to, or relate to the negligence, recklessness or willful misconduct of Consultant, or anyone employed by or working under the Consultant or for services rendered to the Consultant in the performance of the Contract, notwithstanding that the City may have benefited from its work or services and whether or not caused in part by the negligence of an Indemnified Party.

11.4 Defense Obligation For Other Than Design Professional Liability.

Consultant agrees, at its cost and expense, to promptly defend the City, and the City's employees, officers, managers, agents and council members (collectively the "Parties to be Defended") from and against any and all claims, allegations, lawsuits, arbitration proceedings, administrative proceedings, regulatory proceedings, or other legal proceedings which arise out of, or relate to, or are in any way connected with: 1) the Services, work, activities, operations, or duties of the Consultant, or of anyone employed by or working under the Consultant, or 2) any breach of the Contract by the Consultant. This duty to defend shall apply whether or not such claims, allegations, lawsuits or proceedings have merit or are meritless, or which involve claims or allegations that any or all of the Parties to be Defended were actively, passively, or concurrently negligent, or which otherwise assert that the Parties to be Defended are responsible, in whole or in part, for any loss, damage or injury. Consultant agrees to provide this defense immediately upon written notice from the City, and with well qualified, adequately insured and experienced legal counsel acceptable to City. This obligation to defend as set forth herein is binding on the successors, assigns and heirs of Consultant and shall survive the termination of Consultant's Services under this Agreement.

11.5 Indemnity For Other Than Design Professional Liability. Except as to the sole negligence or willful misconduct of the City, Consultant agrees to indemnify, protect and hold harmless the Indemnified Parties from and against any claim for damage, charge, lawsuit, action, judicial, administrative, regulatory or arbitration proceeding, damage, cost, expense (including counsel and expert fees), judgment, civil fine and penalties, liabilities or losses of any kind or nature whatsoever whether actual, threatened or alleged, which arise out of, pertain to, or relate to, or are a consequence of, or are attributable to, or are in any manner connected with the performance of the Services, work, activities, operations or duties of the Consultant, or anyone employed by or working under the Consultant or for services rendered to Consultant in the performance of this Agreement, notwithstanding that the City may have benefited from its work or services. This indemnification provision shall apply to any acts, omissions, negligence, recklessness, or willful misconduct, whether active or passive, on the part of the Consultant or anyone employed or working under the Consultant.

12. Insurance.

12.1 General Provisions. Prior to the City's execution of this Agreement, Consultant shall provide satisfactory evidence of, and shall thereafter maintain during the term of this Agreement, such insurance policies and coverages in the types, limits, forms and ratings required herein. The rating and required insurance policies and coverages may be modified in writing by the City's Risk Manager or City Attorney, or a designee, unless such modification is prohibited by law.

12.1.1 Limitations. These minimum amounts of coverage shall not constitute any limitation or cap on Consultant's indemnification obligations under Section 11 hereof.

12.1.2 Ratings. Any insurance policy or coverage provided by Consultant or subcontractors as required by this Agreement shall be deemed inadequate and a material breach

of this Agreement, unless such policy or coverage is issued by insurance companies authorized to transact insurance business in the State of California with a policy holder's rating of A or higher and a Financial Class of VII or higher.

12.1.3 **Cancellation.** The policies shall not be canceled unless thirty (30) days prior written notification of intended cancellation has been given to City by certified or registered mail, postage prepaid.

12.1.4 **Adequacy.** The City, its officers, employees and agents make no representation that the types or limits of insurance specified to be carried by Consultant pursuant to this Agreement are adequate to protect Consultant. If Consultant believes that any required insurance coverage is inadequate, Consultant will obtain such additional insurance coverage as Consultant deems adequate, at Consultant's sole expense.

12.2 **Workers' Compensation Insurance.** By executing this Agreement, Consultant certifies that Consultant is aware of and will comply with Section 3700 of the Labor Code of the State of California requiring every employer to be insured against liability for workers' compensation, or to undertake self-insurance before commencing any of the work. Consultant shall carry the insurance or provide for self-insurance required by California law to protect said Consultant from claims under the Workers' Compensation Act. Prior to City's execution of this Agreement, Consultant shall file with City either 1) a certificate of insurance showing that such insurance is in effect, or that Consultant is self-insured for such coverage, or 2) a certified statement that Consultant has no employees, and acknowledging that if Consultant does employ any person, the necessary certificate of insurance will immediately be filed with City. Any certificate filed with City shall provide that City will be given ten (10) days prior written notice before modification or cancellation thereof.

12.3 **Commercial General Liability and Automobile Insurance.** Prior to City's execution of this Agreement, Consultant shall obtain, and shall thereafter maintain during the term of this Agreement, commercial general liability insurance and automobile liability insurance as required to insure Consultant against damages for personal injury, including accidental death, as well as from claims for property damage, which may arise from or which may concern operations by anyone directly or indirectly employed by, connected with, or acting for or on behalf of Consultant. The City, and its officers, employees and agents, shall be named as additional insureds under the Consultant's insurance policies.

12.3.1 Consultant's commercial general liability insurance policy shall cover both bodily injury (including death) and property damage (including, but not limited to, premises operations liability, products-completed operations liability, independent contractor's liability, personal injury liability, and contractual liability) in an amount not less than \$1,000,000 per occurrence and a general aggregate limit in the amount of not less than \$2,000,000.

12.3.2 Consultant's automobile liability policy shall cover both bodily injury and property damage in an amount not less than \$1,000,000 per occurrence and an aggregate limit of not less than \$1,000,000. All of Consultant's automobile and/or commercial general liability insurance policies shall cover all vehicles used in connection with Consultant's

performance of this Agreement, which vehicles shall include, but are not limited to, Consultant owned vehicles, Consultant leased vehicles, Consultant's employee vehicles, non-Consultant owned vehicles and hired vehicles.

12.3.3 Prior to City's execution of this Agreement, copies of insurance policies or original certificates and additional insured endorsements evidencing the coverage required by this Agreement, for both commercial general and automobile liability insurance, shall be filed with City and shall include the City and its officers, employees and agents, as additional insureds. Said policies shall be in the usual form of commercial general and automobile liability insurance policies, but shall include the following provisions:

It is agreed that the City of Riverside, and its officers, employees and agents, are added as additional insureds under this policy, solely for work done by and on behalf of the named insured for the City of Riverside.

12.3.4 The insurance policy or policies shall also comply with the following provisions:

- a. The policy shall be endorsed to waive any right of subrogation against the City and its sub-consultants, employees, officers and agents for services performed under this Agreement.
- b. If the policy is written on a claims made basis, the certificate should so specify and the policy must continue in force for one year after completion of the services. The retroactive date of coverage must also be listed.
- c. The policy shall specify that the insurance provided by Consultant will be considered primary and not contributory to any other insurance available to the City.

12.4 **Errors and Omissions Insurance.** Prior to City's execution of this Agreement, Consultant shall obtain, and shall thereafter maintain during the term of this Agreement, errors and omissions professional liability insurance in the minimum amount of \$1,000,000 to protect the City from claims resulting from the Consultant's activities.

12.5 **Subcontractors' Insurance.** Consultant shall require all of its subcontractors to carry insurance, in an amount sufficient to cover the risk of injury, damage or loss, that may be caused by the subcontractors' scope of work and activities provided in furtherance of this Agreement, including, but without limitation, the following coverages: Workers Compensation, Commercial General Liability, Errors and Omissions, and Automobile liability. Upon City's request, Consultant shall provide City with satisfactory evidence that Subcontractors have obtained insurance policies and coverages required by this section.

13. **Business Tax.** Consultant understands that the Services performed under this Agreement constitutes doing business in the City of Riverside, and Consultant agrees that

Consultant will register for and pay a business tax pursuant to Chapter 5.04 of the Riverside Municipal Code and keep such tax certificate current during the term of this Agreement.

14. **Time of Essence.** Time is of the essence for each and every provision of this Agreement.

15. **City's Right to Employ Other Consultants.** City reserves the right to employ other Consultants in connection with the Project. If the City is required to employ another consultant to complete Consultant's work, due to the failure of the Consultant to perform, or due to the breach of any of the provisions of this Agreement, the City reserves the right to seek reimbursement from Consultant.

16. **Accounting Records.** Consultant shall maintain complete and accurate records with respect to costs incurred under this Agreement. All such records shall be clearly identifiable. Consultant shall allow a representative of City during normal business hours to examine, audit, and make transcripts or copies of such records and any other documents created pursuant to this Agreement. Consultant shall allow inspection of all work, data, documents, proceedings, and activities related to the Agreement for a period of three (3) years from the date of final payment under this Agreement.

17. **Confidentiality.** All ideas, memoranda, specifications, plans, procedures, drawings, descriptions, computer program data, input record data, written information, and other materials either created by or provided to Consultant in connection with the performance of this Agreement shall be held confidential by Consultant, except as otherwise directed by City's Contract Administrator. Nothing furnished to Consultant which is otherwise known to the Consultant or is generally known, or has become known, to the related industry shall be deemed confidential. Consultant shall not use City's name or insignia, photographs of the Project, or any publicity pertaining to the Services or the Project in any magazine, trade paper, newspaper, television or radio production, website, or other similar medium without the prior written consent of the City.

18. **Ownership of Documents.** All reports, maps, drawings and other contract deliverables prepared under this Agreement by Consultant shall be and remain the property of City upon City's compensation to Consultant for its services as herein provided. Consultant shall not release to others information furnished by City without prior express written approval of City.

19. **Copyrights.** Consultant agrees that any work prepared for City which is eligible for copyright protection in the United States or elsewhere shall be a work made for hire. If any such work is deemed for any reason not to be a work made for hire, Consultant assigns all right, title and interest in the copyright in such work, and all extensions and renewals thereof, to City, and agrees to provide all assistance reasonably requested by City in the establishment, preservation and enforcement of its copyright in such work, such assistance to be provided at City's expense but without any additional compensation to Consultant. Consultant agrees to waive all moral rights relating to the work developed or produced, including without limitation any and all rights of identification of authorship and any and all rights of approval, restriction or limitation on use or subsequent modifications.

20. **Conflict of Interest.** Consultant, for itself and on behalf of the individuals listed in Exhibit “B”, represents and warrants that by the execution of this Agreement, they have no interest, present or contemplated, in the Project affected by the above-described Services. Consultant further warrants that neither Consultant, nor the individuals listed in Exhibit “B” have any real property, business interests or income interests that will be affected by this project or, alternatively, that Consultant will file with the City an affidavit disclosing any such interest.

21. **Solicitation.** Consultant warrants that Consultant has not employed or retained any person or agency to solicit or secure this Agreement, nor has it entered into any agreement or understanding for a commission, percentage, brokerage, or contingent fee to be paid to secure this Agreement. For breach of this warranty, City shall have the right to terminate this Agreement without liability and pay Consultant only for the value of work Consultant has actually performed, or, in its sole discretion, to deduct from the Agreement price or otherwise recover from Consultant the full amount of such commission, percentage, brokerage or commission fee. The remedies specified in this section shall be in addition to and not in lieu of those remedies otherwise specified in this Agreement.

22. **General Compliance With Laws.** Consultant shall keep fully informed of federal, state and local laws and ordinances and regulations which in any manner affect those employed by Consultant, or in any way affect the performance of services by Consultant pursuant to this Agreement. Consultant shall at all times observe and comply with all such laws, ordinances and regulations, and shall be solely responsible for any failure to comply with all applicable laws, ordinances and regulations. Consultant represents and warrants that Consultant has obtained all necessary licenses to perform the Scope of Services and that such licenses are in good standing. Consultant further represents and warrants that the services provided herein shall conform to all ordinances, policies and practices of the City of Riverside.

23. **Waiver.** No action or failure to act by the City shall constitute a waiver of any right or duty afforded City under this Agreement, nor shall any such action or failure to act constitute approval of or acquiescence in any breach thereunder, except as may be specifically, provided in this Agreement or as may be otherwise agreed in writing.

24. **Amendments.** This Agreement may be modified or amended only by a written agreement and/or change order executed by the Consultant and City.

25. **Termination.** City, by notifying Consultant in writing, shall have the right to terminate any or all of Consultant’s services and work covered by this Agreement at any time. In the event of such termination, Consultant may submit Consultant’s final written statement of the amount of Consultant’s services as of the date of such termination based upon the ratio that the work completed bears to the total work required to make the report complete, subject to the City’s rights under Sections 15 and 25 hereof. In ascertaining the work actually rendered through the termination date, City shall consider completed work, work in progress and complete and incomplete reports and other documents only after delivered to City.

25.1 Other than as stated below, City shall give Consultant thirty (30) days' prior written notice prior to termination.

25.2 City may terminate this Agreement upon fifteen (15) days' written notice to Consultant, in the event:

25.2.1 Consultant substantially fails to perform or materially breaches the Agreement; or

25.2.2 City decides to abandon or postpone the Project.

26. **Offsets.** Consultant acknowledges and agrees that with respect to any business tax or penalties thereon, utility charges, invoiced fee or other debt which Consultant owes or may owe to the City, City reserves the right to withhold and offset said amounts from payments or refunds or reimbursements owed by City to Consultant. Notice of such withholding and offset, shall promptly be given to Consultant by City in writing. In the event of a dispute as to the amount owed or whether such amount is owed to the City, City will hold such disputed amount until either the appropriate appeal process has been completed or until the dispute has been resolved.

27. **Successors and Assigns.** This Agreement shall be binding upon City and its successors and assigns, and upon Consultant and its permitted successors and assigns, and shall not be assigned by Consultant, either in whole or in part, except as otherwise provided in paragraph 9 of this Agreement.

28. **Venue.** Any action at law or in equity brought by either of the parties hereto for the purpose of enforcing a right or rights provided for by this Agreement shall be tried in a court of competent jurisdiction in the County of Riverside, State of California, and the parties hereby waive all provisions of law providing for a change of venue in such proceedings to any other county.

29. **Nondiscrimination.** During Consultant's performance of this Agreement, Consultant shall not discriminate on the grounds of race, religious creed, color, national origin, ancestry, age, physical disability, mental disability, medical condition, including the medical condition of Acquired Immune Deficiency Syndrome (AIDS) or any condition related thereto, marital status, sex, or sexual orientation, in the selection and retention of employees and subcontractors and the procurement of materials and equipment, except as provided in Section 12940 of the California Government Code. Further, Consultant agrees to conform to the requirements of the Americans with Disabilities Act in the performance of this Agreement.

30. **Severability.** Each provision, term, condition, covenant and/or restriction, in whole and in part, of this Agreement shall be considered severable. In the event any provision, term, condition, covenant and/or restriction, in whole and/or in part, of this Agreement is declared invalid, unconstitutional, or void for any reason, such provision or part thereof shall be severed from this Agreement and shall not affect any other provision, term, condition, covenant and/or restriction of this Agreement, and the remainder of the Agreement shall continue in full force and effect.

31. **Authority.** The individuals executing this Agreement and the instruments referenced herein on behalf of Consultant each represent and warrant that they have the legal power, right and actual authority to bind Consultant to the terms and conditions hereof and thereof.

32. **Entire Agreement.** This Agreement constitutes the final, complete, and exclusive statement of the terms of the agreement between the parties pertaining to the subject matter of this Agreement, and supersedes all prior and contemporaneous understandings or agreements of the parties. Neither party has been induced to enter into this Agreement by, and neither party is relying on, any representation or warranty outside those expressly set forth in this Agreement.

33. **Interpretation.** City and Consultant acknowledge and agree that this Agreement is the product of mutual arms-length negotiations and accordingly, the rule of construction, which provides that the ambiguities in a document shall be construed against the drafter of that document, shall have no application to the interpretation and enforcement of this Agreement.

33.1 Titles and captions are for convenience of reference only and do not define, describe or limit the scope or the intent of the Agreement or any of its terms. Reference to section numbers are to sections in the Agreement unless expressly stated otherwise.

33.2 This Agreement shall be governed by and construed in accordance with the laws of the State of California in effect at the time of the execution of this Agreement.

34. **Exhibits.** The following exhibits attached hereto are incorporated herein to this Agreement by this reference:

Exhibit "A" - Supplemental Agreement

Exhibit "B" - Key Personnel

[SIGNATURES ON FOLLOWING PAGE.]

IN WITNESS WHEREOF, City and Consultant have caused this Agreement to be duly executed the day and year first above written.

CITY OF RIVERSIDE,
a California charter city and municipal
corporation

HISTORIC RESOURCES GROUP, LLC,
a California limited liability company

By: _____
City Manager

By: Christine Lazzaretto
Print Name: Christine Lazzaretto
Title: Managing Principal
(Signature of Board Chair, President, or
Vice President)

ATTESTED TO:

and

By: _____
City Clerk

By: Paul Travis
Paul Travis (Jun 15, 2026 22:02:16 PDT)
Print Name: Paul Travis
Title: Managing Principal
(Signature of Secretary, Assistant
Secretary, CFO, Treasurer, or Assistant
Treasurer)

CERTIFIED AS TO AVAILABILITY OF FUNDS:

By: Sergio Aguilar
Chief Financial Officer

APPROVED AS TO FORM:

By: Tan A. Tran
Deputy City Attorney

EXHIBIT “A”

SUPPLEMENTAL AGREEMENT

SUPPLEMENTAL AGREEMENT FOR ASSIGNED PROJECT
[CONSULTANT'S NAME]
[PROJECT NAME]

The Project Narrative for _____ (“Project”), a copy of which is attached hereto as Exhibit “A” and incorporated herein by this reference, and Consultant’s proposal dated _____, a copy of which is attached hereto as Exhibit “B” and incorporated herein by this reference, shall constitute a supplement to the Master Professional Consultant Services Agreement for Preservation and Historic Resource Projects by and between City and Consultant dated _____ (“Agreement”). Consultant agrees to perform the services described in the Project Narrative within the time set forth in the Consultant’s Proposal for a fee in an amount not to exceed \$_____. Performance of the services shall be subject to the terms and conditions contained in the Agreement.

Dated this _____ day of _____.

CITY OF RIVERSIDE,
a municipal corporation

CONSULTANT

By: _____
City Manager

By: _____
Name
Its:

Attest to:

By: _____
City Clerk

By: _____
Name
Its:

Certified as to funds availability:

By: _____
Finance Director

Approved as to form:

By: _____
Deputy City Attorney

EXHIBIT “B”

KEY PERSONNEL

D. COMPANY PERSONNEL

Historic Resources Group

CHRISTINE LAZZARETTO, MANAGING PRINCIPAL

626-497-9172



Christine Lazzaretto has a Master of Heritage Conservation degree from the University of Southern California and a Bachelor of Arts degree in Art History from Pennsylvania State University. She has been with Historic Resources Group since 2008 and became Managing Principal in 2017. Prior to working at HRG, Christine was the Preservation Director for Pasadena Heritage. She has 22 years of experience in the field of historic preservation.

Christine leads HRG's architectural history practice. She works on environmental review, policy development, historic resources surveys, historic context statements, and historic tax credit projects. She has conducted numerous large-scale historic resources surveys and has authored a wide range of historic context statements and successful National Register nominations. Christine also manages teams of professional colleagues on large-scale planning projects. She is a leading expert in cultural resources analysis for environmental review in California.

Christine has managed the development of context statements and/or citywide surveys for Santa Monica, San Luis Obispo, Pasadena, Glendale, South Pasadena, Beverly Hills, Goleta, Paso Robles, and Palm Springs. She managed the City of Riverside's Survey of Modern Resources, an intensive-level survey of resources constructed between 1935 and 1975 by notable local masters and was a co-author of the award-winning Resources of the Recent Past Historic Context for the City of Pasadena. Christine was an integral part of HRG's team for SurveyLA, the first citywide effort to identify historic resources in Los Angeles, participating in all aspects of that project. Christine is President Emeritus of the Board of Trustees of the California Preservation Foundation, and she is the founding vice-president of the Southern California chapter of DOCOMOMO, a nonprofit organization dedicated to the documentation and conservation of modern resources. She teaches at the University of Southern California's summer program in heritage conservation.

Christine meets the Secretary of the Interior Professional Qualification Standards in History and Architectural History.

PAUL TRAVIS, AICP, MANAGING PRINCIPAL

310-909-6969



Paul Travis has a Master of Arts degree in Urban Planning from the University of California, Los Angeles and a Bachelor of Fine Arts degree from San Jose State University. Paul joined HRG in 2006 and became Managing Principal in 2017.

Paul specializes in master planning, CEQA, NEPA and Section 106 environmental review, and historic resources assessments. He manages planning-related projects with a focus on large, multi-property sites including college campuses, historic downtowns, neighborhoods and districts, industrial sites, motion picture studios, and military bases. Paul has drafted preservation plans for the University of Southern California, NBC Universal Studios, and Los Angeles International Airport. He has participated in the development of community plans, specific plans, or general plans for the County of Los Angeles, and the cities of Paso Robles, Fresno, and Whittier; and has been involved in the master planning process for Loyola Marymount University, Occidental College, Mount St. Mary's College, Fox Studios, the Alameda Naval Station, and the Downey NASA site.

Paul meets the Secretary of the Interior Professional Qualification Standards in History and Historic Preservation Planning.

JOHN LOCASCIO, AIA, PRINCIPAL ARCHITECT

818-399-8283

CA License #C24223



John LoCascio, AIA, has a Master of Historic Preservation degree and a Bachelor of Architecture degree from the University of Southern California. He has been with HRG since 2011, involved in historic preservation since 2002, and a licensed, practicing architect since 1993. John served on the Board of Directors of The Glendale Historical Society, a nonprofit historic preservation advocacy organization, from 2003 to 2012, and served as the group's president from 2008

to 2011. He was awarded the Society's Zelia Blanton Award in 2012 in recognition of his efforts in advancing the cause of historic preservation in Glendale. Prior to joining HRG, he served as the Executive Director of Claremont Heritage, reviewing environmental documents, researching and preparing policy statements, and advising the City of Claremont on planning and design issues.

John specializes in historic architecture and technology, building conservation, historic structure reports, and federal historic rehabilitation tax credit projects. He provides technical assistance for construction documents, advises on compliance with the Secretary of the Interior's Standards and the use of the State Historic Building Code, provides construction monitoring services, conducts paint and materials sampling and analysis, and oversees the development of design guidelines and preservation plans. John has served as the preservation architect for a wide variety of historic properties, including CBS Columbia Square, Grand Central Air Terminal in Glendale, the Academy

of Motion Pictures Museum, Los Angeles International Airport, the University of Southern California, Chapman University VPO Packing House in Orange, CA, and for numerous LAUSD campus modernization projects. He has provided tax credit consulting services for Climate Pledge Arena (the former Century 21 Coliseum) in Seattle; Hangar 1 at Moffett Federal Airfield in Mountain View, CA; and the 28th Street YMCA, Angelus Funeral Home, Constance Hotel, and the San Pedro YMCA in Los Angeles. He is currently serving as the preservation architect for the rehabilitation of the Pasadena Central Library. John was the project manager for the City of Riverside Design Standards for Accessory Dwelling Units on Historic Properties.

John meets the Secretary of the Interior Professional Qualification Standards in Architecture and Historic Architecture.

KARI FOWLER, SENIOR PRESERVATION PLANNER

626-793-2400



Kari Fowler has a Master of Arts in Urban Planning and a Bachelor of Arts in English from UCLA. She has been with HRG since 2001. Kari's responsibilities include supervising and conducting historic resources surveys, including survey methodologies, field work, data management and analysis, historical research, coordination with City staff, and public outreach coordination/participation. Kari also participates in environmental review, planning projects for municipalities and other public entities, and historic resources assessments. She is currently serving as the on-call historic preservation consultant for the City of Alhambra, after preparing the city's first Historic Preservation Ordinance. She has managed historic resources surveys for the cities of Bakersfield, Los Angeles, San Diego, and Ventura, among many others.

Kari meets the Secretary of the Interior Professional Qualification Standards in Historic Preservation Planning and History.

ALEXANDRA ISABEL PERLMAN, SENIOR ARCHITECTURAL HISTORIAN

626-793-2400



Alexandra Perlman has a Bachelor of Arts in History with Minors in Archaeology and Spanish from Saint Anselm College and a Master of Arts in Art History from the University of Texas, Austin. Alexandra's area of expertise includes the development of historic context studies, evaluating properties for potential historic significance, and preparing documentation in compliance with federal, state, and local regulations. She has prepared multiple successful nominations for historic designation, including the James Hatano Farm in Rancho Palos Verdes. She is the primary author for multiple historic context statements, including citywide contexts for Pomona and Paramount, and the LGBTQ+ and Women's History Historic Context Statements for Riverside, both of which are CLG grant-funded projects. Alexandra has provided

on-call preservation consulting services for the Cities of South Pasadena and Ventura, and managed historic resources surveys for Alhambra, Beverly Hills, and Paramount.

Alexandra meets the Secretary of the Interior Professional Qualification Standards in Architectural History, History, and Archeology. She is also a Registered Professional Archeologist.

ADAM RAJPER, SENIOR HISTORIC PRESERVATION SPECIALIST

626-793-2400



Adam Rajper has a Master of Science in Historic Preservation from Columbia University and a Bachelor of Architecture from California State Polytechnic University, Pomona. He has worked in historic preservation in the nonprofit, private, and public sectors. He joined HRG in 2022. Prior to joining HRG, Adam was a senior architectural historian for consulting firms in California and Texas, most recently MacRostie Historic Advisors in Houston. He also served as

Preservation Director for Pasadena Heritage and Historic Preservation Specialist for the City of San Antonio Office of Historic Preservation.

Adam utilizes his architecture and conservation training to prepare historic structure reports, provide architectural consultation, develop treatment plans, conduct easement property inspections, and project review for compliance with the Standards. Adam has prepared state and federal historic tax credit applications, local preservation incentives, National Register nominations, Historic American Building Survey (HABS) documentation reports, and has conducted historic resource surveys and prepared historic context statements. He managed Mills Act inspections for the City of Los Angeles in 2024-2025, provides on-call historic preservation consulting services for the City of Ventura, and is the project manager for an ongoing survey in the City of Glendale.

Adam meets the Secretary of the Interior Professional Qualification Standards in History, Architectural History, and Historic Architecture.

LAURA JANSSEN, SENIOR ARCHITECTURAL HISTORIAN

626-793-2400



Laura Janssen has a Master of Science in Historic Preservation from the School of the Art Institute of Chicago and a Bachelor of Fine Arts in Art History from UCLA. Laura has been with Historic Resources Group since 2003. Laura prepares historic structure reports, historic assessment reports including character-defining features inventories, conducts on-site existing conditions investigations, and reviews projects for Standards compliance. She prepares

National and California Register nominations, local landmark nominations, California Mills Act historic property contract applications, federal tax credit submittals, technical reports, and assists

with historic resource surveys. Notable projects include the rehabilitation of the Rose Bowl, Pasadena City Hall, Capitol Records, and the Los Angeles County Hall of Justice; the Herald Examiner Rehabilitation and Historic Tax Credit Certification; and the Cultural Landscape Report for the Los Angeles Arboretum. Laura was part of the project team for Mills Act inspections in the City of Los Angeles, and currently provides on-call historic preservation consulting services for the City of Laguna Beach. In Riverside, she helped prepare the Design Standards for Accessory Dwelling Units on Historic Properties and prepared a Historic Structure Report for the UC Riverside Citrus Experiment Station.

Laura meets the Secretary of the Interior Professional Qualification Standards in Architectural History and History.

ROBBY ARANGUREN, GIS/TECHNICAL SPECIALIST

626-793-2400



Robby Aranguren has a Bachelor of Arts in Interdisciplinary Studies from the University of Texas, Arlington, with a focus in Architecture, Urban Planning, and Business. He joined HRG's staff in 2009 and specializes in GIS systems and database management. Robby has worked on numerous historic resources surveys, including Azusa, Bakersfield, Beverly Hills, Glendale, Los Angeles (SurveyLA), Palm Springs, Riverside, South Pasadena, and Ventura. He was part of the field team for the City of Los Angeles Mills Act inspections, and conducts historic paint sample analysis.

Robby meets the Secretary of the Interior Professional Qualification Standards in Architectural History and History.

MARIANA RUIZ, STAFF ARCHITECTURAL HISTORIAN

626-793-2400



Mariana Ruiz has a Bachelor of Arts in Fine Art with a minor in Mathematics from Mount St. Mary's College in Los Angeles. Mariana joined HRG in 2023. She specializes in archival research, historic assessments, and historic context statements and historic resources surveys. Mariana is one of the authors of the City of Pasadena Historic Context Statement, and is working with Alexandra on the City of Riverside Women's History Historic Context. She was one of the authors of the National Register nomination for Wintersburg, a significant Japanese American settlement in Orange County.

Mariana meets the Secretary of the Interior Professional Qualification Standards in Architectural History.

SummitWest

LILY ARIAS, M.A., PRINCIPAL INVESTIGATOR/POC

510-589-0467



Lily Arias is a Principal Investigator and Cultural Resources Management professional with more than 15 years of experience in archaeology, environmental compliance, and project management across California and the western United States. She exceeds the U.S. Secretary of the Interior's (SOI) Professional Qualifications Standards for Archaeology and History. Lily specializes in Phase I surveys, Phase II test excavations, archaeological monitoring, historic and precontact site evaluations, Native American consultation, and regulatory compliance.

As a Principal Investigator and Project Manager, Lily has successfully led large-scale, multi-year infrastructure, energy, and transportation projects, overseeing all aspects from proposal development to field investigations, mitigation strategies, and final reporting. She has extensive experience working with federal, state, and local agencies, including the California Department of Transportation (Caltrans), Pacific Gas and Electric (PG&E), Southern California Edison (SCE), U.S. Bureau of Land Management (BLM), and the U.S. Army Corps of Engineers (USACE). Lily has managed tribal outreach and consultation efforts with the NAHC and Native American tribes in compliance with AB 52 and Section 106 of the NHPA. She is highly proficient in technical writing, having authored or co-authored hundreds of cultural resources reports, including Historic Property Survey Reports (HPSR), Archaeological Survey Reports (ASR), Extended Phase I (XPI) Work Plans and Reports, and Environmental Impact Reports (EIRs).

Lily holds a Master of Arts in Cultural Resources Management from Sonoma State University and a Bachelor of Arts in History with a Minor in Anthropology from the University of California, Los Angeles (UCLA). She is recognized for her strong leadership, regulatory expertise, and ability to navigate complex CRM projects effectively while ensuring compliance, addressing cultural sensitivity, and resource protection. Her local experience in and near Riverside includes assessing potential effects to cultural resources for the State Route 91 Eastbound Corridor project, preparation of a cultural resources constraints report for the Prado Dam Inundation project, oversight of archaeological and paleontological monitoring during construction of a logistics center in Fontana, and archaeological monitoring and site evaluations for a commercial development project in Norco.

EVELYN CHANDLER, M.A., PRINCIPAL INVESTIGATOR

619-796-5564



Evelyn Chandler has 33 years of experience in cultural resources management with a focus on compliance with Section 106 of the NHPA, CEQA, and Native American consultation under AB 52. She routinely manages cultural resources inventories, test excavations, and evaluations of archaeological sites and historic-age built environment resources for eligibility to the NRHP and CRHR for public and private clients. She assists clients with consultation with the State Historic Preservation Officer (SHPO) on resource evaluations and assessments of effect. She is skilled in impact assessment and the development and implementation of appropriate and feasible mitigation measures. She has authored countless cultural resources technical reports, research designs, and cultural resource management plans.

Evelyn is qualified as a Principal Investigator under the U.S. Secretary of Interior's Professional Qualification Standards for Archaeology and History. She has been approved as a Principal Investigator (PI) by Caltrans and California DPR and has been approved as a PI on Archaeological Resources Protection Act (APRA) and Cultural Resources Use permits issued by the U.S. BLM, U.S. Forest Service, and U.S. National Park Service.

Evelyn's relevant project experience includes a Phase I archaeological assessment for the Santa Ana Power Relocation Project for the City of Riverside Public Utilities Department, a Phase I archaeological survey for the construction of a new federal government building in Riverside, preparation of a CEQA memo report for the Interstate 15 Express Lanes project to assess potential impacts to archaeological resources from new or revised project elements, and Phase I archaeological assessments in support of four water and wastewater projects for the city of Colton.

PROJECT TEAM

The SummitWest team includes qualified archaeologists who are well versed in all archeological tasks required by the City, including desktop reviews and background research, field surveys and test excavations, resource evaluations, preparation of site records and a variety of technical reports, construction monitoring, Native American and agency consultation support, and GIS services. In addition to Lily Arias and Evelyn Chandler, there are eight other archeologists located within 60 miles of the City of Riverside who can support the full range of services for the City. Proposed personnel for this contract are listed in Table 1.

TABLE 1. PROPOSED PERSONNEL

Name	Title	Degree(s)	Years of Experience
Lily Arias, MA	Principal Investigator/POC	MA, Cultural Resources Management; BA, History	15
Evelyn Chandler, MA	Principal Investigator	MA, Archaeology and Heritage; BA, Anthropology	33
Alex Amaki, MA	Archaeologist	MA, Anthropology; BA, Anthropology	7
Leon Bach, MA	Archaeologist	MA, Anthropology; BA, Archaeology	5
Alyssa Eltzholtz, MA	Archaeologist	MA, Archaeology; BA, Anthropology	3
Kayci Owen, MA	Archaeologist	MA, Cultural Resources Management; BA, Anthropology	3
Kim Luyties	Archaeologist	BA, Physical Anthropology	27
Abigail (Abby) Fuchs	Archaeologist	BA, Anthropology	6
Noah Wallick	Archaeologist/GIS Specialist	BA, Archaeology	6
Elyse Duarte	Archaeologist	BA, Anthropology	4
Chris Lopez	Archaeologist	BA, Anthropology	4
Madison Chadwick	Archaeologist	BA, Anthropology	3
Qasim Naqvi	Archaeologist	BAS, Anthropology	3
Sage Diehl	Archaeologist	BAS, Anthropology	3