

**REPORT/RECOMMENDATION TO THE BOARD OF SUPERVISORS
OF SAN BERNARDINO COUNTY
AND RECORD OF ACTION**

May 20, 2025

FROM

BEAHTA R. DAVIS, Director, Regional Parks Department

SUBJECT

Amendment to Agreement with KTU&A Planning and Landscape Architecture for a Master Plan Update for Prado Regional Park

RECOMMENDATION(S)

Approve **Amendment No. 1 to Agreement No. 24-234** with KTU&A Planning and Landscape Architecture, effective retroactively to November 13, 2024, for a Master Plan Update for Prado Regional Park to extend the contract term by approximately seven months, for a total contract term of March 13, 2024, through June 2, 2025, with no change to the contract amount.
(Presenter: Beahta R. Davis, Director, 387-2340)

COUNTY AND CHIEF EXECUTIVE OFFICER GOALS & OBJECTIVES

Operate in a Fiscally-Responsible and Business-Like Manner.

Ensure Development of a Well-Planned, Balanced, and Sustainable County.

FINANCIAL IMPACT

Approval of Amendment No. 1 (Amendment) to Agreement No. 24-234 (Agreement) will not result in the use of Discretionary General Funding (Net County Cost). There are no additional costs associated with this recommendation.

BACKGROUND INFORMATION

On March 12, 2024 (Item No. 42), the Board of Supervisors (Board) approved the Agreement with KTU&A Planning and Landscape Architecture (KTU&A) for the Master Plan Update for Prado Regional Park with a term of March 13, 2024, through November 12, 2024. KTU&A is requesting more time to develop and complete the final components of the Master Plan Update. The Amendment to the Agreement will extend the term through June 2, 2025.

The Regional Parks Department (Regional Parks) is requesting a contract extension for KTU&A to complete the Master Plan for Prado Regional Park. The Department became aware of the need to extend the Agreement after it had already expired on November 12, 2024 and are requesting retroactive approval effective November 13, 2024. Regional Parks spoke with KTU&A who provided an explanation that they needed further time to thoroughly complete the project. Project funding will not be impacted only the completion date. If not approved by the Board, the Master Plan Update will not be completed, and full details would not be seen by the County. KTU&A has continued services in good faith that the contract will be extended, and Regional Parks will monitor and follow up on invoicing and completion date monthly. Regional Parks does not expect to have budget concerns or adjustments as the project is expected to be

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completed within 2024-25. This item is being presented at the first available date following the required operational, administrative and legal reviews for presentation to the Board

The Master Plan Update supports the County and Chief Executive Officer goals and objectives to operate in a fiscally-responsible and business-like manner and ensure development of a well-planned, balanced, and sustainable County by presenting a cost/benefit analysis for proposed amenities at the Park to maximize revenue generation.

PROCUREMENT

N/A.

REVIEW BY OTHERS

This item has been reviewed by County Counsel (Suzanne Bryant, Deputy County Counsel, 387-5455) on April 14, 2025; Finance (Elias Duenas, Administrative Analyst, 387-4052) on April 28, 2025; County Finance and Administration (Valerie Clay, Deputy Executive Officer, 387-5423) on April 29, 2025.

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Record of Action of the Board of Supervisors
San Bernardino County

APPROVED (CONSENT CALENDAR)

Moved: Joe Baca, Jr. Seconded: Curt Hagman
Ayes: Col. Paul Cook (Ret.), Dawn Rowe, Curt Hagman, Joe Baca, Jr.
Absent: Jesse Armendarez

Lynna Monell, CLERK OF THE BOARD

BY 
DATED: May 20, 2025



cc: Parks - Davis w/agree
Contractor - c/o Parks w/agree
File - w/agree
MBA 05/27/2025