

ATTACHMENT C

Selected Consultant

Michael Baker International is an Ontario, California-based planning and landscape architecture firm with extensive experience in parks master planning, community engagement, and recreation needs assessment for California cities and counties. Comparable projects include:

- Yorba Linda | Parks and Recreation Master Plan Update
- Surprise, Arizona | Parks and Recreation Element Update
- Bonsall, Ca | Community Master Plan.
- Seal Beach, Ca | Open Space, Recreation, and Conservation Elements
- Fullerton, Ca | Open Space and Conservation Element

The firm's proposed approach emphasizes robust, multilingual community outreach — including surveys, community workshops, pop-up events, and stakeholder focus groups — to ensure the final Parks Master Plan authentically reflects the full diversity of Rialto's community. The assigned team of 15 will work with the City of Rialto Parks, Recreation and Community Services Department.

Their methodology also integrates a grant readiness framework specifically designed to align plan deliverables with the eligibility and scoring criteria of key California and federal funding programs, including Proposition 68, the Statewide Park Program, the Land and Water Conservation Fund (LWCF), and Proposition 4.

Scope of Work

The selected consultant will deliver a extensive Parks Master Plan through the following key tasks:

- Project initiation, stakeholder coordination, and data collection
- Inventory and assessment of existing parks, facilities, trails, and open spaces
- Level-of-service and gap analysis
- Community engagement: resident surveys, public workshops, stakeholder focus groups, and online engagement tools
- Park classification standards and service area mapping
- Development of goals, objectives, priorities, and policy recommendations
- Capital Improvement Program (CIP) and phased implementation plan
- Grant funding strategy and action plan
- Final Parks Master Plan document in print-ready and digital formats
- Public presentations to the Parks and Recreation Commission and City Council

The scope of service will render a Parks Master Plan roadmap, to include the following:

- 1) Existing Conditions Inventory: Parks and Facilities Assessment
 - a. Review GIS Data and Existing Base Plans
 - b. Desktop studies and peer City Comparisons
 - c. Recent changes and City input
- 2) Field Visits
 - a. Review Parks, Open Spaces, Trails, Facilities
 - i. Planning level condition
 - ii. Functionality and accessibility
 - iii. Relationship to surrounding park spaces
 - b. Facility Report Card assessing:
 - i. Variety and condition of amenities; whether facilities meet community needs; and whether amenities are appropriately distributed across service areas
 - c. Park Inventory: Identify service gaps and unmet needs
- 3) Needs Assessment and Community Engagement
 - a. Community Outreach Strategy
 - b. Branding
 - c. Workshops (Community, City, & City Council)
 - d. Community Surveys (in person distribution and mailed)
 - e. Focus Group Outreach (Seniors & Youth)
 - f. Community Feedback Analysis
 - g. Spanish Translation
- 4) Realistic Implementation Plan
 - a. Phasing Recommendations
 - b. Responsible Parties
 - c. Planning level costs
 - d. Funding mechanisms and policies
 - e. Performance metrics and progress tracking framework
- 5) Conceptual Recommendations
 - a. Activity zones and open space
 - b. Relationships between buildings, outdoor spaces, and circulation
 - c. Pedestrian access and connectivity
 - d. Usability and safety
- 6) Final Plan
 - a. Two meetings with Parks and Recreation Commission
 - b. Two City Council Meetings

The project is anticipated to be completed within approximately 12–18 months from execution of the agreement. Key milestones include an existing conditions report, a community engagement summary, and a draft plan for public review prior to adoption.

Timeline Breakdown (Note: Components will be occurring simultaneously and/or with overlap):

- Phase 1: Months 1–4: Project Kickoff, Data Collection, and Existing Conditions Analysis
- Phase 2: Months 3–8: Community Engagement (surveys, workshops, and focus groups)
- Phase 3: Months 5–11: Comprehensive Needs Assessment
- Phase 4: Months 7–11: Implementation and Funding Strategy Development
- Phase 5: Months 9–18: Plan Finalization, Documentation, and Adoption Process

Grant Funding Opportunities and Strategic Timing

- **Proposition 4 (SPP – Round 5)**
 - Up to 100% project funding; awards often exceed \$7M
 - Targets underserved communities; Rialto qualifies
 - Parks Master Plan is a **key scoring requirement**
- **Land and Water Conservation Fund (LWCF)**
 - Up to \$6M per project (next cycle 2026–27)
 - Requires a parks plan and needs assessment
- **Outdoor Recreation Legacy Partnership (ORLP)**
 - \$500K–\$2M grants for underserved urban areas
 - Requires 1:1 match; strengthened by Master Plan
- **Development Impact Fees**
 - Enables collection of developer fees for parks
 - Requires adopted plan with level-of-service standards
- **Overall Impact**
 - Positions Rialto to pursue **\$5M–\$15M** in external funding
 - Significant return on investment

Lastly, the Parks Master Plan positions the Department to pursue accreditation through the Commission for Accreditation of Park and Recreation Agencies, administered by the National Recreation and Park Association. The planning process will help establish and

document many of the foundational elements required for accreditation, including clearly defined levels of service, comprehensive policy development, measurable performance standards, and ongoing evaluation practices.

By aligning operations, programs, and facilities with nationally recognized best practices, the Master Plan creates a structured roadmap for continuous improvement, accountability, and transparency. Pursuing accreditation not only strengthens internal processes and service delivery but also demonstrates the City's commitment to excellence in parks and recreation, enhancing credibility with residents, stakeholders, and funding agencies.

Note: Currently in California there are only a few agencies that hold the prestigious NAPRA Accreditation: County of San Diego Parks and Recreation, City of Carlsbad, Riverside County, Jurupa Community Services District and the most recent City of Roseville Parks, Recreation & Libraries. . We could be one of the first cities in San Bernardino County to achieve the accreditation.