



## Report to City Council

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**TO:** Mayor and City Council

**FROM:** Kyle Warsinski, Economic Development Director

**AGENDA DATE:** May 5, 2026

**TITLE:** PROFESSIONAL SERVICES AGREEMENT FOR INTERIOR DESIGN FOR THE BUSINESS AND EMPLOYMENT RESOURCE CENTER (BERC) RELOCATION AND EXPANSION (REPORT OF: ECONOMIC DEVELOPMENT) (DISTRICT: DISTRICT 1)

**TITLE SUMMARY:** Professional Services Agreement For Architectural Services For The BERC Expansion Project

**DISTRICT:** District 1

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### Recommendation(s)

That the City Council:

1. Approve and award the Agreement for Professional Services for Architectural Design Services with SVA Architects, Inc., 6 Hutton Centre Drive, Suite 1150, Santa Ana, CA 92707, to provide interior design and space planning services for the Business and Employment Resource Center Relocation and Expansion (Project No. 803 0073); and
2. Authorize the City Manager, or their designee, to execute the Agreement for Professional Services for Architectural Consultant Services with SVA Architects, in the amount of \$469,782, subject to the approval of the City Attorney; and
3. Authorize the issuance of a purchase order to SVA Architects, Inc. in the amount of \$469,782 once the agreement has been fully executed by all parties; and

4. Authorize the City Manager or designee to execute subsequent amendments to the Agreement with SVA Architects Inc., including the authority to authorize associated purchase orders in accordance with the Agreement's terms, subject to the approval of the City Attorney and within the budgetary amounts previously approved by Council as part of the adopted and/or amended budget process; and
5. Approve an amendment to the Adopted FY 2025/26 & 2026/27 Capital Improvement Plan (CIP) to update the proposed project and associated budget adjustments; and
6. Approve budget adjustments as set forth in the Fiscal Impact section of this report.

## **SUMMARY**

This report recommends approval and award of a professional services agreement with SVA Architects Inc. for interior design and space planning services related to the Business and Employment Resource Center Relocation and Expansion Project (Project No. 803 0073).

## **DISCUSSION**

In accordance with the adopted Economic Development Strategic Plan, the City of Moreno Valley has identified workforce development as a critical initiative to attract new industries and businesses, critical to the City's Economic Development aspirations. Workforce Development provides training and upskilling for our residents, ensuring our region's talent pipeline aligns with industry needs.

The Business and Employment Resource Center (BERC) first opened in 2009 as a one-stop job resource center operated by the City of Moreno Valley, in partnership with Riverside County. The 3,500-square-foot facility is used for workshops and trainings, recruitment events, career assessments, a resource library, computer and internet access, and Veterans' employment services and resources.

In 2021, the BERC became the State of California's newest comprehensive America's Job Center of California (AJCC). Moreno Valley is unique in that we are one of only a few comprehensive AJCCs across the State of California operated by a City.

Since becoming an AJCC, over the past 5 years, programming at the BERC has increased with 16 new partners and various new programs, including:

- Veteran Tuesday;
- Financial and digital literacy
- Financial wellness;
- Google Career Certificates;
- Business consulting;
- One-on-one workforce development coaching;
- Unemployment, disability, and family leave assistance;

- Legal aid services;
- Skills programming for veterans; and
- Entrepreneurship accelerator programs.

Total attendance at BERC events and training sessions has increased by 54% since becoming an AJCC.

<b>Total BERC Attendance</b>			
<b>Year</b>	<b>2021</b>	<b>2025</b>	<b>Increase</b>
<b>Attendance</b>	17,595	27,075	54%

This steady growth strongly reflects the success of our staff and our partnerships, increasing demand for the various programs and training offered by the BERC to residents at no cost. Given the success of the BERC, certain hosted events have experienced challenges due to increased community interest and high attendance numbers. At 3,500 square feet in overall size the occupancy capacity of the existing facility is limited. The large training room has a maximum occupancy of 24 people; the small training room accommodates 20 people. Even when utilizing both spaces for some events, the space is inadequate, resulting in residents waiting in line outside to attend.

In February 2025, the City of Moreno Valley entered into a lease agreement for the bottom floor of the space formerly occupied by Sears in the Moreno Valley Mall. This facility lease was performed to serve two primary goals established in the 2024 Economic Development Strategic Plan: 1) to create a new destination museum and art space (currently under construction), and 2) to relocate and expand the City’s BERC to be able to enhance services to the City’s businesses and residents.

To increase the BERC’s capacity to serve Moreno Valley’s residents and businesses, approximately 20,000 square feet of the leased space has been reserved for the BERC relocation and expansion. Moving the BERC to a new location and expanding the available space will set a new standard for workforce and business development centers in the Inland Empire and Southern California. The first step in the process is to conduct spatial analysis and interior architectural design to align current and future programming goals with the City’s growing workforce and business community by providing enhanced job placement services, training programs, business assistance, and community resources, all within a single, modern space.

On July 3, 2025, the City issued a Request for Proposals (RFP) solicitation for interior design services for the BERC relocation and expansion. The RFP was advertised widely on the City's online bid portal, OpenGov, to ensure an open and competitive process. Proposal responses were due on July 24, 2025. A total of eight (8) proposals were received in response to the solicitation.

According to the City’s Municipal Code requirements for professional services procurement, and after a thorough evaluation of all proposals, it was determined that SVA Architects, Inc., could fulfill the City's requirements for design and space-planning consultant services. Once SVA Architects was determined to be the highest-qualified consultant, city staff met with company representatives to negotiate the final cost and

terms of the contract, including which optional scope of services from the RFP would be included in the final project scope. The revised cost and scope have been incorporated into the proposed agreement, totaling \$469,782.00.

The City intends to enter into a one-year agreement with SVA Architects, Inc., commencing on May 1, 2026, and concluding on June 30, 2027.

**ALTERNATIVES**

1. Approve and authorize the recommended actions as presented in this staff report. Staff recommends this alternative.
2. Do not approve and authorize the recommended actions as presented in this staff report. Staff does not recommend this alternative.

**FISCAL IMPACT**

The BERC Relocation and Expansion Project (Project No. 803 0073) is included in the FY 2025/26-2026/27 Capital Improvement Plan (CIP). The CIP will be amended to include additional funding for design and architectural services. The design and architectural services to be provided by SVA Architects, Inc will be funded by General Fund (1010) and allocated to the project through the Public Works Capital Projects Fund (3002).

Future costs for the construction phase of the project will be partially funded with federal funds awarded by Congressman Mark Takano and designated for Community Funding Projects. To date, the city has secured \$1,850,000. The Economic Development Department will continue to seek additional funding sources and grant opportunities to fund the remaining project costs.

Category	Fund	GL Account Project Number	Type (Rev/Exp)	FY 25/26 Budget	Proposed Adjustments	FY 25/26 Amended Budget
General Fund	1010	1010-22-25-20012-630330	Exp	\$200,000	(\$40,000)	\$160,000
General Fund	1010	1010-22-25-20012-694010	Exp	\$605,000	(\$450,000)	\$155,000
Transfer Out	1010	1010-99-99-91010-903002	Exp	\$2,036,670	\$490,000	\$2,526,670
Transfer In	3002	3002-99-99-93002-801010	Rev	\$2,036,670	\$490,000	\$2,526,670
CIP	3002	3002-22-25-80003-720199 Project No. 803 0073-3002-99	Exp	\$0	\$490,000	\$490,000

**ESTIMATED PROJECT DESIGN COSTS:**

Agreement with SVA Architects, Inc.....	\$469,782
Design Review/Plan Check and Permitting Fees .....	\$20,000
<b>Total .....</b>	<b>\$489,782</b>

**ANTICIPATED PROJECT SCHEDULE:**

Preliminary and Final Design .....Spring 2026 – Summer 2027

## **NOTIFICATION**

Publication of the Agenda.

## **PREPARATION OF STAFF REPORT**

Prepared By:  
Kyle Warsinski  
Economic Development Director

Department Head Approval:  
Kyle Warsinski  
Economic Development Director

## **CITY COUNCIL GOALS**

**Positive Environment:** Create a positive environment for the development of Moreno Valley's future.

**Public Facilities and Capital Projects:** Ensure that needed public facilities, roadway improvements, and other infrastructure improvements are constructed and maintained.

## **CITY COUNCIL STRATEGIC PRIORITIES**

- 1. Economic Development**
- 2. Public Safety**
- 3. Library**
- 4. Infrastructure**
- 5. Beautification, Community Engagement, and Quality of Life**
- 6. Youth Programs**

Objective 1.3: Promote local hiring through the expansion of local, quality, high paying jobs, and workforce development efforts.

Objective 1.7: Promote small business development and entrepreneurship.

Objective 1.8: Evaluate staff resources and dedicate City funding to invest in aggressive Economic Development activities that will result in increased revenues to the City, additional employment opportunities, and enhanced quality of life for our residents.

## Report Approval Details

Document Title:	STAFFREPORT_EDD_BERC DESIGN CONTRACT.docx
Attachments:	- ED_Consultant Agreement for Professional Consultant Services_BERC Expansion Design_.docx - 803 0073_BERC Relocation and Expansion Amended.pdf
Final Approval Date:	Apr 30, 2026

This report and all of its attachments were approved and signed as outlined below:

Sean Kelleher

Natalia Medina

Felicia London, MPA

Launa Jimenez

Brian Mohan

Patty Rodriguez