

REPORT OF GENERAL MANAGER

NO. 05-170

DATE June 15, 2005

C.D. ALL

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: SUPPLEMENTAL AGREEMENT TO CONSULTANT CONTRACT NO. 2894 WITH THE PLANNING CENTER FOR AS-NEEDED LANDSCAPE ENVIRONMENTAL CONSULTING SERVICES

J. Combs	<u>JK</u>	H. Fujita	_____
*S. Huntley	_____	B. Jensen	_____
J. Kolb	_____	F. Mok	_____
K. Regan	_____		

Robert H. Jensen (R)

 General Manager

Approved _____ Disapproved _____ Withdrawn _____

RECOMMENDATION:

That the Board:

1. Approve a Supplemental Agreement, substantially in the form attached, to Contract No. 2894 extending the term of the contract for The Planning Center by three years for a new total of nine years, subject to approval of the Mayor, the City Council, and the City Attorney as to form;
2. Find that the Department does not have, available in its employ, personnel with sufficient time or the necessary expertise to undertake these specialized professional tasks in a timely manner, and, it is more feasible, economical and in the Department's best interest, to secure these services by contract;
3. Direct the Board Secretary to transmit the proposed Supplemental Agreement to the Mayor in accordance with Executive Directive No. 16, and concurrently to the City Attorney for review as to form; and,
4. Upon receipt of necessary approvals, authorize the President and Secretary of the Board to execute the agreement.

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SUMMARY:

On May 21, 1999, the Department entered into a personal services contract with The Planning Center for as-needed environmental consulting services. The term was for six (6) years, which expired on May 20, 2005, and the amount was for \$300,000.00. On April 16, 2003, the Board approved Amendment No. 1 to the consultant contract, increasing the amount to \$600,000.00 (Board Report No. 003-125), which was executed on August 11, 2004.

To date, the firm has worked on several Department projects including, but not limited to, the following: Barnsdall Park Phase I Master Plan Implementation (#1026C), Hansen Dam Soccer Field Complex (#1347A), and South Sea House Renovation Project and the Greek Theatre Improvements Project. They have been assigned to do the CEQA documentation for the proposed Boyle Heights Sports Center. It is anticipated that this consultant will continue to work on various aspects of these projects, as well as others, in the future. At this time, the consultant has been assigned work that will extend over the current term of the contract. The Department does not have available personnel to perform these specialized professional tasks in a timely manner because of the huge workload to meet other project requirements and deadlines. The adjustments in yearly hourly rates from 2005 through 2008, is an acceptable industry practice and conforms to normal cost of living adjustments. This Supplemental Agreement will allow this consultant to continue working on the various projects through their completion.

This Supplemental Agreement is recommended in compliance with all Department and City procedures, policies and laws applicable to the award of the contracts. Principals of the firm are not employees or officials of the City; are free to make recommendations or perform the services specified in the contract; and have no authority, with respect to the City's decisions relating to the project, beyond fulfilling the provisions of the Supplemental Agreement.

FISCAL IMPACT STATEMENT:

All compensation to the consultant is provided in the funding of each individual project that the firm works on; therefore, there will be no decrease in revenue or increase in costs to the City.

Prepared by Gino Ogtong, Management Analyst II, Planning and Development.