TO: HONORABLE CITY COUNCIL
FROM: CITY MANAGER DEPARTMENT: COMMUNITY SERVICES
DATE: MARCH 15, 2004 CMR:161:04
SUBJECT: APPROVAL OF AMENDMENT NO. 2 TO CONTRACT NO. C1131960 WITH DES ARCHITECTS AND ENGINEERS IN AN AMOUNT OF $13,460 FOR SERVICES ASSOCIATED WITH ADDITIONAL DESIGN DEVELOPMENT, CONSTRUCTION DOCUMENTATION, BID ASSISTANCE AND CONSTRUCTION ADMINISTRATION FOR IMPROVEMENTS TO THREE BAYLANDS PARKING LOTS AND HARBOR ROAD (CIP OS-00003)

RECOMMENDATION
Staff recommends that Council approve and authorize the Mayor or his designee to execute Amendment No. 2 to contract C1131960 with DES Architects and Engineers, expanding the scope of work and increasing maximum compensation by an amount of $13,460 for a total contract amount not to exceed $134,966.

BACKGROUND
In May 2001, Council approved a consultant services contract with DES Architects and Engineers to provide design development and construction drawing services for surfacing improvements to three parking lots and Harbor Road in the Baylands Nature Preserve. Final design plans and specifications were generated for all components of the project, and the two parking lots at Harbor Point and Byxbee Hills were packaged together as Phase One in a single Invitation For Bid in 2002. This first phase of the project was then postponed for a year in order to complete an extensive site and design review process that would also be necessary for all subsequent phases of the project. The expanded site and design review process was not included in the consultant’s original scope of work, and Amendment No. 1 to the contract was approved in December 2002 to cover these additional services as they pertained to the two parking lots in Phase One. Construction for this phase was finally completed in October 2003.

DISCUSSION
Compensation for the additional site and design review process, bid assistance and construction support for Phases Two and Three was not included in Amendment No.1 due to that fact that construction of these phases was predicated at the time on future funding. That funding is now available for Phase Two: renovation of the Evans Interpretive Center Parking Lot. Therefore, the site and design review process can commence for that phase of the project as soon as the contract is amended to include this additional work, which has resulted in an increase in the number of
public meetings and staff conferences attended by the consultant as well as several revisions to the plans and specifications that are outside the original scope of work. The expanded scope of work covered by the proposed amendment will include preparation of design alternatives and a revised set of construction documents based on the final approved design for the Evans Interpretive Center. It will also cover the additional time and materials associated with the increased public meeting demands of the Site and Design Review process.

It is not anticipated that sufficient funding for construction of Phase Three, Harbor Road Widening, will become available at any point in the immediate future and therefore additional tasks associated with that phase of the project will not be incorporated into the consultant’s scope of work at this time.

**RESOURCE IMPACT**
Funds for this amendment are available in the Capital Improvement Program, Project OS-00003 for open space road and parking lot repair.

**POLICY IMPLICATIONS**
This recommendation does not represent any change to existing City policies. The improvement projects further Policy N-1 and Program C-19 of the Comprehensive Plan, and are in conformance with the Baylands Master Plan.

**ENVIRONMENTAL REVIEW**
This project is categorically exempt under Section 15301 of the California Environmental Quality Act.

**ATTACHMENTS**
Attachment A: Contract Amendment

PREPARED BY:  
CHRIS RAFFERTY  
Project Manager

DEPARTMENT HEAD:  
RICHARD JAMES  
Director of Community Services

CITY MANAGER APPROVAL:  
EMILY HARRISON  
Assistant City Manager