TO: HONORABLE CITY COUNCIL

FROM: CITY MANAGER DEPARTMENT: COMMUNITY SERVICES

DATE: SEPTEMBER 9, 2002 CMR:374:02

SUBJECT: APPROVAL OF AMENDMENT NO. 3 TO THE CONTRACT WITH DILLINGHAM ASSOCIATES IN THE AMOUNT OF $83,320 FOR SERVICES ASSOCIATED WITH DESIGN DEVELOPMENT AND CONSTRUCTION DOCUMENTS FOR PHASE 2 OF THE MITCHELL PARK FACILITIES IMPROVEMENTS (CIP 19803)

RECOMMENDATION
Staff recommends that Council authorize the City Manager or his designee to execute Amendment No. 3 to the contract with Dillingham Associates, increasing maximum compensation by $83,320, which includes a $7,500 contingency for additional services such as providing planning surveys, site evaluations, feasibility studies or attending additional meetings, presentations or workshops outside the basic scope of services, for a total contract amount of $245,915.

BACKGROUND
In December 2000, Council approved a Park Improvement Ordinance adopting a Site Improvement Plan for the phased renovation of Mitchell Park. The Site Improvement Plan was prepared by Dillingham Associates under contract C8103195 in the amount of $58,598. Dillingham Associates was subsequently retained on a sole source basis to provide design development and construction documents for the first phase of the Mitchell Park Facilities Improvements Project (CIP 19803) under Amendment Nos. 1 and 2, which increased maximum compensation by $103,997 for a total contract amount of $162,595.

DISCUSSION
The scope of services for Phase 2 improvements includes provision of design development and construction documents for the following components of the Site Improvement Plan: renovations to all group and individual picnic areas and park pathways; grading, drainage and irrigation improvements to the ‘great lawn’ and adjacent turf areas; renovation of the arbors, multi-use bowl; demolition and replacement of the existing restroom at the tennis courts and installation of a new restroom at the East Meadow group picnic area, and miscellaneous other minor site improvements.
**RESOURCE IMPACT**
The funding for design and construction of Phase 2 improvements is available in CIP 19803. The total estimated cost of all phases of the project is $3.3 million dollars, of which $2.4 million is currently funded within the Infrastructure Management Program. Costs for design and construction of Phase 1 improvements currently total $1.5 million. Future year funding for implementation of subsequent phases will be requested through the Capital Improvement Project process.

**POLICY IMPLICATIONS**
Implementation of Mitchell Park Facilities Improvements Phase 2 is consistent with existing City policy, including Comprehensive Plan Policies C-24, C-26 and C-32.

**ENVIRONMENTAL REVIEW**
Mitchell Park Facilities Improvements Phase 2 is a landscape renovation project and is therefore categorically exempt from CEQA.

**ATTACHMENTS**
Attachment A: Contract

PREPARED BY:__________________________________________________________ CHRIS RAFFERTY
Project Manager, Community Services

DEPARTMENT HEAD:____________________________________________________ PAUL T. THILTGEN
Director of Community Services

CITY MANAGER APPROVAL:______________________________________________ EMILY HARRISON
Assistant City Manager