



Legislation Text

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Report regarding a resolution authorizing the City Manager to execute the First Amendment to the Consulting Services Agreement between the CITY OF SOUTH SAN FRANCISCO with VERDE DESIGN, INC. of Santa Clara, California for Architectural Design Services of the Orange Memorial Park Sports Field project in an amount not to exceed \$38,500.00 for consulting services. *(Philip Vitale, Deputy Director of Capital Projects)*

RECOMMENDATION

It is recommended that the City Council adopt a resolution authorizing the City Manager to execute the First Amendment to the Consulting Services Agreement with VERDE DESIGN, INC. for Architectural Design Services in an amount not to exceed \$38,500.00 for consulting services related to the Orange Memorial Parks Sports Field Project.

BACKGROUND/DISCUSSION

On August 3, 2020, staff issued a Request for Proposals (RFP) for Architectural Services for the Orange Memorial Park Sports Field project. The City entered into an agreement with VERDE DESIGN, INC. (“Verde”) on November 09, 2020 for architectural design services which is currently expiring on June 30, 2023.

Architectural design began shortly after the contract award in 2020. The project was bid in December 2021, with award to Interstate Grading and Paving in March 2022. Construction support began with start of construction in June 2022. The project is currently tracking for completion late summer 2023, after the rain events of this past winter. Due to the extended design and construction periods, the contract period shall be extended from June 30, 2023 to December 31, 2023.

This Amendment to the agreement requests additional fee of \$38,500 to cover the following:

- Extended period of construction support for the current project completion including site visits for observation and coordination.
- Design and construction support for additional scopes of work including concessions building coordination of existing and new utilities/equipment, conformance of sidewalk at concessions building with existing sidewalks, revision of the fire access plan to meet existing site constraints, and review of the safety padding needs for the field posts.
- Contingency for design revisions related to the Sports Field project during the remaining construction period.

The Verde budget for services during construction in the current agreement is \$826,688. The fees for the additional services requested bring the contract value up to \$861,688. The project is tracking well within the project budget of \$14 Million.

Description	Date	Amount
Original Agreement	12/15/2020	\$ 826,688.00
1st Amendment		\$ 38,500.00
TOTAL:		\$ 865,188.00

FISCAL IMPACT

There is no fiscal impact to the Sports Field construction budget approved by City Council per the fiscal year 22/23 Capital Improvements budget.

RELATIONSHIP TO STRATEGIC PLAN

This effort is included in the City's Strategic Plan. It aligns with Priority #2 which is focused on enhancing quality of life.

CONCLUSION

Staff recommends City Council authorize the City Manager to execute the First Amendment to the Architectural Design Services Agreement with VERDE DESIGN, INC. for consulting Services to increase contract amount by an amount not to exceed \$38,500.00.