

**FIRST AMENDMENT TO CONSULTANT SERVICES CONTRACT  
BETWEEN THE CITY OF WATSONVILLE  
AND SELBERT PERKINS DESIGN**

**THIS FIRST AMENDMENT TO CONTRACT** for consultant services is entered into by and between the **City of Watsonville** ("City") and **Selbert Perkins Design** ("Consultant") this 13<sup>th</sup> day of December, 2022. The City and Consultant agree as follows:

**RECITALS**

**WHEREAS**, the City and Consultant have previously executed a Consultant Services Contract for the Wayfinding System Design and Implementation dated December 6, 2021;

**WHEREAS**, the City has added additional tasks to the work program of the Consultant causing additional cost and time to the project completion; and

**WHEREAS**, the amendment of the Contract for Consultant Services is in the best interest of the City of Watsonville.

**NOW, THEREFORE**, the City and the Consultant agree that the Contract shall be amended as follows:

Section 1 is hereby amended to add the following:

***"Section 1. Scope of Services. In addition to the performance of those services specified in detail in Exhibit "A" of the Contract, Consultant shall perform the additional services specified in detail in Exhibit "1," entitled FIRST AMENDMENT TO SCOPE OF SERVICES, which is attached hereto and incorporated herein."***

Section 2 is hereby amended to add the following:

***"Section 2. Term of Contract. Contract end date to extend to June 30, 2023."***

Section 4 is hereby amended to read:

***"Section 4 and Exhibit "C" both entitled "Compensation" of the Contract, are hereby amended to provide an additional amount of compensation of One Hundred Thousand Dollars (\$100,000) for professional services.***

All other terms and conditions of the Contract dated December 6, 2021 as amended, shall remain in full force and effect.

**IN WITNESS WHEREOF**, the parties hereto have executed this First Amendment to Consultant Services Contract the day and year first hereinabove written.

**CITY OF WATSONVILLE**

**Selbert Perkins Design**

By \_\_\_\_\_  
Rene Mendez, City Manager

By \_\_\_\_\_  
Robin Perkins, Partner

ATTEST:

By \_\_\_\_\_  
Irwin Ortiz, City Clerk

APPROVED AS TO FORM:

By \_\_\_\_\_  
Samantha Zutler, City Attorney

**EXHIBIT "1"**  
**FIRST AMENDMENT TO SCOPE OF SERVICES**

The scope of services is as follows:

**Parks and Trails Master Plan**

**Task 1: Concept/Schematic Design**

Meetings: (2) Meetings/Presentations w/Project Team via Teleconference

Schedule: 8 weeks

1. Hold kick-off meeting with the City of Watsonville team to discuss needs, concerns, and goals of the Parks and Trails Signage Master Plan. Develop and confirm project criteria.
2. Review research including maps, architectural drawings and plans, historic research, code research, related studies. Interview relevant project stakeholders. Develop and confirm project design criteria and schedule.
3. Review pertinent project plans, architectural design, applicable local, state, and national codes/ordinances, vehicular and pedestrian traffic, zoning restrictions, and regulations.
4. Evaluate potential and existing site and building factors including circulation, lines of sight, environmental factors, building materials, color palette, and their interrelationships. Develop vehicular, pedestrian, and bicycle circulation plans for all user groups. SPD will assess specialized needs and attain a full understanding of the project including a thorough understanding of the primary and secondary destinations of the various user groups.
5. Prepare and confirm Master Plan outline of required elements, including summary of sign types diagrams, mood, and image boards. Develop preliminary sign location plans. Coordinate current locations within the park and trail system, as well as proposed current park upgrades.
6. Coordinate with other project consultants (lighting, landscape, etc.), as needed.
7. Develop (1) conceptual approach to the overall project vision based on the approved City of Watsonville Signage and Wayfinding Master Plan. Design approach will include visual approach, dimensions, font sizes and styles, symbols, colors, and preliminary materials for all sign types. Develop preliminary sign type count.
8. Based on client team approval of the conceptual approach and preliminary design elements, develop schematic design package to illustrate the family of sign types, recommended type face, color, the use of the appropriate identity elements, message layout and the general overall appearance of the sign types.
9. Assemble final concept/schematic design drawing set and deliver to client.

**Task 1 Deliverables:**

- Signage Master Plan outline of recommended sign types
- Circulation analysis
- Concept/Schematic design package
- Minutes from meetings and teleconferences

## **EXHIBIT "1"**

### **FIRST AMENDMENT TO SCOPE OF SERVICES**

#### **Task 2: Design Development**

Meetings: (2-3) Meetings/Presentations w/Project Team via Teleconference

Schedule: 10 weeks

1. Based on client approval, develop and refine Signage Master Plan elements.
2. Prepare elevations, plans, perspective sketches, sufficient to describe the size, shape, and character of all major design elements. Specify materials, color palette, typefaces, iconography and lighting that will be used in the system.
3. Coordinate with other project consultants (lighting, landscape, etc.), as needed.
4. Present refined design elements to client team for approval. Presentation will include visual approaches with plans and sketches indicating locations, typography, image, color, materials, size, shape, and structure.
5. Obtain team input on final design and Signage Master Plan.
6. Develop design development drawings for approved design elements. Specify scale, material selections, typefaces, and iconography based on client approval. Specify color palette, color matching system and develop color specifications package.
7. Assemble design development package and color specifications package.
8. Prepare preliminary cost estimates.
9. Prepare design development drawings, as required and specifications to include final drawings of each design element showing scale, critical dimensions, elevations, sections, details, and specifications.

#### **Task 2 Deliverables:**

- Design development package for communication elements
- Preliminary cost estimates
- Minutes from meetings and teleconferences

#### **Task 3: Final Parks and Trails Master Plan**

Meetings: Progress Meetings, as needed via teleconference

Schedule: 8 weeks

1. Confirm elements from approved Parks and Trails Master Plan for documentation.
2. Prepare final sign location plans for each element.
3. Prepare final design intent documents and specifications to include; notes for connections mounting details, final drawings of each communication element showing scale, critical dimensions, elevations, cross sections, details, and specifications (indicating the final intent for each sign type including color and material call-outs), including bid alternates.
4. Update implementation schedule and budget.
5. Prepare electronic artwork of signage program elements, as required.
6. Assemble final Parks and Trails Master Plan document.

**EXHIBIT "1"**  
**FIRST AMENDMENT TO SCOPE OF SERVICES**

**Task 3 Deliverables:**

- Construction documents package, including specifications & detailed drawings
- Minutes from meetings and teleconferences

**Ramsay Park Implementation**

**Task 1: Design Intent Package**

Meetings: (2) Meetings/Presentations with the project team (via teleconference)  
additional conference calls as needed

Schedule: 8 Weeks

1. Hold kick-off meeting with the project team to discuss needs, concerns, and goals for implementing the approved City of Watsonville Parks and Trails Master Plan into Ramsay Park.
2. Conduct a site visit to review opportunities and potential locations. Identify appropriate pedestrian and vehicular routes and trails within the park, as well as any existing signage along these routes.
3. Confirm key destinations such as attractions, areas of interest, parking, and historic sites.
4. Develop Preliminary Sign Location Plan. Program the City of Watsonville Parks and Trails Master Plan into the scope of work. Develop message schedule.
5. Present and Preliminary Sign Location Plan and message schedule to the project team for feedback and additional recommendations. Client to provide comments for further refinement for up to (2) rounds of revisions.
6. Assemble refined Sign Location Plan, existing Construction Drawings for the Ramsay Park Design Intent Package, and message schedule together.
7. Provide to the City of Watsonville for bidding purposes.

**Task 1 Deliverables:**

- Design Intent Package for Ramsay Park
- Bid Package, including Final Sign Location Plan and Message Schedule
- Meeting minutes

**Task 2: Construction Administration**

Meetings: (2) Meetings/Presentations with the project team (via teleconference) (2) Site Visits (Watsonville, CA)

additional conference calls as needed

Schedule: TBD

1. Issue a bidding package.
2. Attend pre-bid meetings, as required, and review questions and RFI's from bidders. Assist in negotiation of services, as necessary.
3. Provide client team with list of qualified fabricators and assist in selection of fabricator.
4. Attend a pre-construction meeting to establish quality standards, schedule

**EXHIBIT "1"**  
**FIRST AMENDMENT TO SCOPE OF SERVICES**

- requirements and inspection procedures.
5. Conduct shop visit inspection to ensure conformance with the design intent.
  6. Provide project status reports, as required.
  7. Provide consultation to the selected fabricator in their development of shop drawings.
  8. Review shop drawings to ensure fabricator conformance with the design intent.
  9. Issue clarification drawings and respond to RFIs.
  10. Attend project construction meetings, as required.
  11. Review any samples, mock-ups, and prototypes, as provided by the fabricator.
  12. Review installation on-site at substantial completion.
  13. Prepare punch list for submittal to client team.

**Task 2 Deliverables:**

- List of recommended fabricators
- Bidding package
- RFI documentation
- Electronic artwork to fabricator, as required
- Fabrication/installation schedule & budget
- Fabricated/installed signage and wayfinding elements (by fabricator)
- Punch list

**COST**

**Parks and Trails Signage Master Plan Fee**

Task 1: Concept/Schematic Design **\$25,000**

Task 2: Design Development **\$20,000**

Task 3: Final Parks and Trails Master Plan **\$20,000**

**\$65,000**

plus project related expenses

**Ramsay Park Implementation Fee**

Task 1: Design Intent Package **\$15,000**

Task 2: Construction Administration **Hourly NTE \$10,000**

**\$25,000**

plus project related expenses

**SPD Hourly Rate Schedule**

Partner	<b>\$250</b>	Production Designer	<b>\$160</b>
Principal	<b>\$200</b>	Senior Designer	<b>\$150</b>
Design Director	<b>\$175</b>	Designer	<b>\$135</b>
Project Manager	<b>\$160</b>		

**Expenses**

All expenses such as color copies, material samples, travel and related costs, etc. are additional, and will be billed at cost without mark-up.