

Agenda Report



MEETING DATE: Tuesday, August 27, 2024

TO: City Council

FROM: PARKS & COMMUNITY SERVICES DIRECTOR CALUBAQUIB
SR. UTILITIES ENGINEER BERRY

SUBJECT: APPROVE FIRST AMENDMENT TO CONSULTANT CONTRACT
WITH VERDE DESIGN, INC. FOR RAMSAY PARK
RENAISSANCE PROJECT, INCREASING THE AMOUNT BY
\$463,604 AND EXTENDING THE CONTRACT COMPLETION
DATE TO JUNE 30, 2026

RECOMMENDED ACTION:

It is recommended that the City Council adopt a resolution approving the first amendment to the Consultant Contract with Verde Design, Inc., a corporation, for landscape architectural design and consulting services for Ramsay Park Improvements, increasing the amount by \$463,604, not to exceed \$2,016,786, and extending the contract completion date to June 30, 2026.

BACKGROUND:

A request for proposals (RFP) was issued on April 9, 2021, to request proposals from qualified professionals in assisting the City with architectural design and consulting service for Ramsay Park Improvements which based upon the approved master plan. Three proposals were received and after the review and scoring process, the selection panel recommended that this project be awarded to Verde Design, Inc.

On July 6, 2021, the City Council awarded a contract to Verde Design, Inc. through Resolution No. 194-21 to develop the landscape architectural designs for the Ramsay Park Renaissance Project and provide professional design services on the project in an amount not to exceed \$1,553,182. This work included the design of Sotomayor Soccer Field, an inclusive playground, a dog park, picnic areas and redesign for the expansion of a new multi-use sports field.

The design process began in summer 2021 and was monitored with bi-monthly meetings with Verde and the city project management consultant. Subsequent check in meetings with both the City Council and the Parks and Recreation Commission were conducted over the next two years. Plans were completed in September 2023 and submitted to the City for permitting. The project was put out to bid in January 2024 and awarded in March 2024. Construction started at the beginning of June 2024.

DISCUSSION:

The contract was based on the master plan which establishes a scope of work for the Ramsay Park Renaissance Project. As the design process progressed, elements of the scope expanded in several areas, largely due to requirements of the City and by other regulatory agencies. The major changes are as follows:

1. The City required the preparation and submittal of an Administrative Use Permit Application which was not in the original RFP scope of work.
2. There was not an accurate irrigation inventory of the existing park, so the consultant needed to prepare one.
3. The water main through the park needed to be relocated due to conflicts with the new design, which resulted in extensive coordination with the new layout.
4. Stormwater requirements were much more stringent than stated in the original request for proposal. This required a more technical design that required extensive reviews.
5. CEQA documents generated more than anticipated conditions of approval which required a larger role for the environmental consultant.
6. Caltrans rejected the proposed north parking lot during the CEQA review so a trail only layout needed to be designed. This also required a preliminary review of an alternate parking area near the park.
7. On the utility side there was extensive coordination with PG&E to work around important utilities that required substantial design changes to the dog park and playground areas.

All the changes and scope required additional time by Verde Design and their consultants which was not in the original proposal. Staff was informed of these changes throughout the project and after discussion and meetings with the consultant has settled on an increase in contract in the amount of \$463,604. This is documented in Verde's Additional Service Request No. 1 dated July 30, 2024. This total includes additional technical support during the construction phase and extends the contract deadline to June 30, 2026. The project will be completed in 2025, but retaining Verde Design is needed to address extended items of completion and maintenance agreements.

STRATEGIC PLAN:

This recommendation is consistent with the following Council Strategic Goals:

- 2- Infrastructure & Environment: Renovation of significant City infrastructure
- 6- Community Engagement & Well-Being: Parks support community well-being

FINANCIAL IMPACT:

The existing Verde Design, Inc. contract is in the Ramsay Park Improvements Design, Environmental Mitigation, and Construction Administration Services Fund budget number 0150-901-7361-14921. This additional cost has been accounted for as part of the total estimated project cost.

ALTERNATIVE ACTION:

The Council may choose not to accept this amendment, and the project will not have the additional funding it needs to be completed.

ATTACHMENTS AND/OR REFERENCES (If any):

Attachment 1: Ramsay Park – Additional Service Request #1 dated July 30, 2024.

Attachment 2: Ramsay Park - Additional Services Breakdown dated July 26, 2023.