

Agenda Report



MEETING DATE: Tuesday, December 10, 2024

TO: City Council

FROM: PARKS & COMMUNITY SERVICES DIRECTOR CALUBAQUIB
PROJECT MANAGER PERALTA

SUBJECT: APPROVE SECOND AMENDMENT TO CONTRACT WITH
GRIFFIN STRUCTURES, INC. FOR THE RAMSAY PARK
RENAISSANCE PROJECT, NO. PK-22-01, INCREASING THE
AMOUNT BY \$142,000 AND EXTENDING THE CONTRACT TERM
TO MARCH 31, 2026

RECOMMENDED ACTION:

It is recommended that the City Council adopt a resolution approving the second amendment to a consultant contract with Griffin Structures, Inc., for project management services for the Ramsay Park Renaissance Project, No. PK-22-01, increasing the compensation by \$142,000, extending the contract term to March 31, 2026; and authorizing and directing the City Manager to execute same.

BACKGROUND:

On August 24, 2021, the City Council adopted Resolution No. 218-21 awarding a contract to Griffin Structures, Inc., for project management services for the implementation of the Ramsay Park Master Plan (Ramsay Park Improvement Project).

On February 21, 2023, the City Council adopted Resolution No. 39-23 approving a First Amendment adding to the scope of work, extending the contract term to December 31, 2024, and increasing compensation for a cumulative total of \$433,700.00.

DISCUSSION:

As the contract expiration date for Griffin Structures, Inc. approaches, staff have assessed a need to retain their project management services beyond the December 31, 2024, end date. Construction on the Ramsay Park Renaissance Project, No. PK-22-01, continues and the estimated completion date is Fall of 2025. Closing out the project will require an additional 3-month window to ensure all punch lists are successfully executed after the project is completed. The additional compensation of \$142,000.00 will allow staff to retain services until the project is completed and closed out. The cumulative amount for the contract will be \$575,700.00 and the proposed contract term date is March 31, 2026.

STRATEGIC PLAN:

This recommendation is consistent with the following Council Strategic Goals:

Priority 2- Infrastructure & Environment

Priority 6 - Community Engagement & Well-Being

FINANCIAL IMPACT:

The cost of contract Amendment No. 2 will be \$142,000.00. This Amendment shall be funded from the following Capital Improvement Plan (CIP) project expense account number:

Ramsay Park Master Plan: 150-901-7820-15020

ALTERNATIVE ACTION:

The Council may choose not to accept this amendment, and the project will not have the additional professional services needed to be completed.

ATTACHMENTS AND/OR REFERENCES (If any):

Attachment 1: Griffin Structures Fee Proposal – Phase 2 Schedule Extension