



Watsonville
CALIFORNIA

CITY COUNCIL AGENDA REPORT

MEETING DATE: Tuesday, May 27, 2025
TO: CITY COUNCIL
WRITTEN BY: Silvia Diaz, Public Works Financial Analyst
RECOMMENDED BY: PUBLIC WORKS & UTILITIES DIRECTOR LINDBERG
APPROVED BY: TAMARA VIDES, CITY MANAGER

SUBJECT: AUTHORIZE CITY MANAGER TO EXECUTE NO-COST CONTRACT AMENDMENTS FOR TIME EXTENSIONS ON VARIOUS PUBLIC WORKS CONTRACTS THAT REQUIRE COUNCIL APPROVAL

RECOMMENDATION:

It is recommended that the City Council adopt a resolution authorizing the City Manager to execute no-cost contract amendments to extend the date of completion of the listed various existing executed Public Works contracts that had previously required City Council approval in accordance with the City Purchasing Policy.

BACKGROUND:

City Departments manage several contracts for various types of work and consultant agreements. These contracts are executed with a specific completion date based on the original scope of work. The City's Purchasing Policy requires time extensions to return to the original approval authority for time extensions on said contracts, even if there is no change to cost or scope.

DISCUSSION:

Over the course of the completion of a contract, various delays may occur that are outside of the contractor's control or may be delayed by City scheduling preference and/or staff availability. In these cases, the contract scope and budget have not changed, but the original completion date may expire before completion. Executing a no-cost time extension is a routing clerical task.

Under the City's Purchasing Policy, contracts or amendments that originally came under the approval authority of the City Council, are required to return to Council for extensions of time, even when there is

no change to scope of work or compensation. The following list of contracts managed by various City Departments fall under this no-cost or no scope of work change category, and have a completion date that has recently passed or will expire soon:

Contract #	Vendor	Description	Original Completion Date	Requested Completion Date
2590	Waterways Consulting Inc.	Middle Struve Habitat and Water Quality Improvement	12/31/24	06/30/2026
2570	Watsonville Wetlands Watch	Middle Struve Slough Water Quality Enhancements	03/31/2025	06/30/2026
2763	Carollo Engineers, Inc.	Freedom Site Feasibility Study, Historic Property Identification Report	06/30/2025	06/30/2026
1871	Global Concepts	Office Space Design	06/30/2025	06/30/2026
2196	Kimley-Horn & Associates, Inc.	HWY 1 Harkins Slough Rd Safe Routes to School Improvements	06/30/2025	06/30/2026
2632	Cal Engineering & Geology, Inc.	Construction Plans/Docs Pennsylvania Trail Repair	06/30/2025	06/30/2026
2250	Cal Engineering & Geology, Inc.	Pennsylvania Dr. Reconstruction Project Plans & Docs	06/30/2025	06/30/2026

Staff, therefore, recommend that the City Council authorize the City Manager to execute no-cost, no scope modification contract amendments for each of the various City contracts listed above to extend the time allowed for completion from the original contract completion date to the requested completion date listed in the table above.

CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA) DETERMINATION:

The potential environmental impacts resulting from authorizing the City Manager to approve amendments to various contracts have been adequately evaluated by previously adopted environmental documents, in accordance with the California Environmental Quality Act (CEQA). Extending the timeline to complete the various projects does not create any new or significant impacts that have not already been analyzed.

STRATEGIC PLAN:

This recommendation is consistent with the following Strategic Goals:

Efficient and Well-performing Government

FINANCIAL IMPACT:

There is no financial impact as all these contract time extensions have no impact on scope or cost.

ALTERNATIVE ACTION:

No reasonable alternatives are known at this time.

ATTACHMENTS AND/OR REFERENCES (IF ANY):

None.