

**APPROVED**  
MAR 19 2008

REPORT OF GENERAL MANAGER

NO. 08-74

DATE March 19, 2008

C.D. ALL

**BOARD OF RECREATION AND PARK COMMISSIONERS**

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: SUPPLEMENTAL AGREEMENT TO CONSULTANT CONTRACT NO. 3036 WITH LAND IMAGES FOR AS-NEEDED LANDSCAPE ARCHITECTURAL DESIGN SERVICES

R. Adams	_____	J. Kolb	_____
H. Fujita	_____	F. Mok	_____
S. Huntley	_____	K. Regan	_____
V. Israel	_____	*M. Shull	<i>[Signature]</i>

*[Signature]*  
 \_\_\_\_\_  
 General Manager

Approved \_\_\_\_\_  
*[Signature]*

Disapproved \_\_\_\_\_

Withdrawn \_\_\_\_\_

RECOMMENDATION:

That the Board:

1. Approve the proposed Supplemental Agreement, substantially in the form on file in the Board Office, to Contract No. 3036 with Land Images, extending the term of the contract by five (5) years for a new total of eleven (11) years and increasing the contract amount by \$500,000 for a total not-to-exceed \$1,100,000, subject to approval of the Mayor, the City Council, and the City Attorney as to form;
2. Find that the Department does not have personnel available in its employ with sufficient time or the necessary expertise to undertake these specialized professional tasks in a timely manner, and pursuant to Charter Section 1022 it is more feasible, economical and in the Department's best interest to secure these services by contract;
3. Direct the Board Secretary to transmit the proposed Supplemental Agreement to the Mayor in accordance with Executive Directive No. 3, and concurrently to the City Attorney for review and approval as to form; and,
4. Upon receipt of necessary approvals, authorize the Board President and Secretary to execute the Supplemental Agreement.

## REPORT OF GENERAL MANAGER

PG. 2

NO. 08-74

### SUMMARY:

On September 5, 2001, the Department entered into a personal services contract with Land Images for as-needed landscape architectural design services. The term was for six years, expiring on September 4, 2007, and the amount was not-to-exceed \$600,000.

The firm has worked on several City projects including, but not limited to, Griffith Park Recreation Center and Sepulveda Basin Sports Complex. The Department does not have available personnel to perform these specialized professional tasks in a timely manner due to the existing demand on staff workload; therefore it is impossible for staff to meet additional project requirements and deadlines. This proposed Supplemental Agreement will allow this consultant to continue working on the projects through their completion. The proposed Supplemental agreement includes adjustments of rates from 2008 through 2012, is an acceptable industry practice, and conforms to normal cost of living adjustments.

This proposed Supplemental Agreement is recommended in compliance with all Department and City procedures, policies and laws applicable to the award of contracts. Principals of the firm are not employees or officials of the City, are free to make recommendations or perform the services specified in the contract, and have no authority with respect to the City's decisions relating to the project beyond fulfilling the provisions of the proposed Supplemental Agreement.

### FISCAL IMPACT STATEMENT:

All compensation to the consultant is provided in the funding of each individual project on which the firm works; therefore, there will be no decrease in revenue or increase in costs to the City's General Fund.

Prepared by Gino Ogtong, Management Analyst II, Planning and Development.