

APPROVED
MAY 21 2008

REPORT OF GENERAL MANAGER

NO. 08-131

DATE May 21, 2008

**BOARD OF RECREATION
and PARK COMMISSIONERS**

C.D. ALL

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: AMENDMENT TO SUPPLEMENTAL AGREEMENT TO CONSULTANT CONTRACT NO. 2930 WITH MICHAEL BRANDMAN ASSOCIATES FOR AS-NEEDED ENVIRONMENTAL CONSULTING SERVICES

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

[Signature]
General Manager

Approved _____

Disapproved _____

Withdrawn _____

RECOMMENDATION:

That the Board:

1. Approve the proposed Amendment to Supplemental Agreement to Contract No. 2930, substantially in the form on file in the Board Office, extending the term of the contract for Michael Brandman Associates by three years for a new total of twelve (12) years and increasing contract amount from \$600,000 to \$900,000, subject to approval of the Mayor, the City Council, and the City Attorney as to form;
2. Find that the Department does not have, available in its employ, personnel with sufficient time or the necessary expertise to undertake these specialized professional tasks in a timely manner, and, 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 Amendment 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 proposed Amendment.

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SUMMARY:

On June 21, 1999, the Department entered into a personal services contract with Michael Brandman Associates for as-needed environmental consulting services. The contract term was for six (6) years, expiring on June 20, 2005, for an amount not to exceed \$300,000. On June 15, 2005, the Board approved a Supplemental Agreement to Contract No. 2930, increasing the contract amount to \$600,000 and extending the term to nine (9) years (Board Report No. 05-167), which was executed on January 10, 2006 and will expire on June 20, 2008.

To date, the firm has worked on several Department projects including, but not limited to, the following: the MacArthur Park Improvements Environmental Impact Report and Bandshell Renovation Mitigated Negative Declaration; the Griffith Park Recovery Wildlife Management Plan; and, the Machado Lake Bird Surveys. It is anticipated that this consultant will continue to work on various aspects of these projects, as well as others, in the future. At this time, the consultant has been assigned work that will extend beyond the current term of the contract. The Department does not have available personnel to perform these specialized professional tasks in a timely manner because of the huge workload to meet other project requirements and deadlines. The adjustments in yearly hourly rates from 2009 through 2011 and the reimbursable automobile mileage expense are acceptable industry practice and conform to normal cost of living adjustments. This Amendment to Supplemental Agreement to Contract No. 2930 will allow this consultant to continue working on the various projects through their completion.

This Amendment to Supplemental Agreement to Contract No. 2930 is recommended in compliance with all Department and City procedures, policies and laws applicable to the award of the 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 Supplemental Agreement to Contract No. 2930.

FISCAL IMPACT STATEMENT:

There is no anticipated fiscal impact to the Department's General Fund because all compensation to the consultant is provided for in the funding of each individual project.

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