

REPORT OF GENERAL MANAGER

APPROVED
NOV 03 2010

NO. 10-290

DATE November 3, 2010

C.D. ALL

BOARD OF RECREATION
and PARK COMMISSIONERS

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

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

[Signature]
General Manager

Approved _____

Disapproved _____

Withdrawn _____

RECOMMENDATIONS:

That the Board:

1. Approve a proposed Amendment to 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 one (1) year for a new total of twelve (12) years and increasing the contract amount by \$200,000 for a total not-to-exceed amount \$1,300,000, subject to approval of the Mayor, the City Council, and the City Attorney as to form;
2. Find pursuant to Charter Section 371(c)(2) that competitive bidding is not practicable or advantageous as it is necessary for the Department to be able to call on contractors to perform this work as-needed and on an occasional, but frequent, basis without engaging in a new competitive process for each individual project to be performed; however, from among as-needed contractors each individual project is assigned on the basis of availability of an as-needed contractor to perform the work, the price to be charged and the unique expertise of the as-needed contractor;
3. Find pursuant to Charter Section 372 that obtaining competitive proposals or bids for each individual project for which work maybe performed pursuant to this agreement is not reasonably practicable or compatible with the Department's interests of having available as-needed contractors who are assigned various projects on the basis of availability, price and

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expertise and that it is therefore necessary to have several as-needed contractors for this type of service available when called upon by the Department to perform services;

4. 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;
5. Direct the Board Secretary to transmit the proposed Amendment to the 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,
6. Upon receipt of necessary approvals, authorize the Board President and Secretary to execute the Amendment to the Supplemental Agreement.

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, for an amount not-to-exceed \$600,000.

On March 19, 2008, the Board approved a Supplemental Agreement to Contract No. 3036 (Board Report No. 08-74), extending the term of the contract for an additional five (5) years and increasing the contract by an additional \$500,000 for a new amount not to exceed \$1,100,000.

The firm has worked on several City projects including, but not limited to, Griffith Park Crystal Springs Ball Field and Sepulveda Basin Sports Complex. Presently, Land Images is still working on the aforementioned projects, which are not expected to be completed until 2013. The Department does not have available personnel to perform these specialized professional tasks in a timely manner due to the existing demand on staff workloads; therefore it is impossible for staff to meet additional project requirements and deadlines. This proposed Amendment to the Supplemental Agreement will allow this consultant to continue working on the projects through their completion. No additional projects will be assigned to Land Images under this contract. The Department will release a Request for Qualifications (RFQ) in order to enter into new contracts for as needed landscape architectural design services. The proposed Amendment to the Supplemental Agreement includes adjustments of rates through 2013. The adjustment in yearly hourly rates through 2013 is an acceptable industry practice and conforms to normal cost of living adjustments.

This proposed Amendment to the 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

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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 Amendment to the 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.

This report was prepared by Gino Ogtong, Management Analyst II, Planning and Construction.