



COUNTY OF SAN MATEO
Inter-Departmental Correspondence
Parks



Date: December 14, 2015
Board Meeting Date: January 26, 2016
Special Notice / Hearing: None
Vote Required: Majority

To: Honorable Board of Supervisors
From: Marlene Finley, Parks Director
Subject: Amend Agreement with Gates & Associates for Landscape Planning Services for Flood County Park

RECOMMENDATION:

Adopt a resolution authorizing an amendment to the agreement with Gates & Associates for landscape planning services for Flood County Park, increasing the amount by \$14,065 to an amount not to exceed \$114,064.

BACKGROUND:

In December 2014, the Parks Department issued a request for proposals (RFP) for landscape architecture services for Flood County Park to evaluate the park's layout and facilities. Gates & Associates was the selected firm and entered into an agreement with County Parks for the term of March 1, 2015 to July 31, 2015, in the amount of \$99,999. An amendment to the agreement effective August 1, 2015 extended the contract term to July 31, 2016.

DISCUSSION:

Due to requirements by the San Francisco Public Utilities Commission, the cost to use repurposed field turf on the existing ballfield is now double what the original cost estimates were. In addition, during public meetings, we heard how important this park is for organized sports. Given the additional costs, the Department has asked Gates & Associates to add the design of the ballfield to the scope of the project to include a new multi-sport playing field.

Under the original scope of work, the Department and Gates & Associates planned to hold two public meetings. The initial meeting was to learn what the community's preferred design for the park was including facilities and potential programs. The second meeting was intended to show the community preliminary designs based on the input received.

Following the second public meeting in September, Supervisor Warren Slocum asked the Department to hold two additional meetings in Menlo Park and Redwood City to receive additional public comment before the proposed design moved to the San Mateo County Parks and Recreation Commission for consideration. The addition of the two meetings increased consultant costs.

These changes to the scope of work necessitate increasing the contract amount by \$14,065 to an amount not to exceed \$114,064, which requires Board approval. Also, the Board is requested to authorize the Parks Director to execute contract amendments to modify the County's maximum fiscal obligation by no more than \$25,000 (in aggregate), and/or modify the contract term and/or services so long as the modified term or services is/are within the current or revised fiscal provisions.

County Counsel has reviewed and approved the resolution and amendment as to form.

Approval of this resolution will contribute to the Shared Vision 2025 outcome of an Environmentally Conscious Community as landscape planning at Flood County Park, a popular urban park, will include water and energy efficiencies in future facility improvements that will add positively to visitors' experiences.

FISCAL IMPACT:

Funding for the increased scope of work is from the capital improvements project fund for Flood Park. There is no impact to the General Fund.