


CITY COUNCIL ACTION REQUEST

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| Department(s): Public Works | CEQA: Not a Project, File No. PP17 003, Agreements/ | Coordination: Risk Management, CAO, and CMO | Dept. Approval: /s/ Matt Cano |
| Council District: City-wide | Contracts (New or Amended) resulting in no physical changes to the environment. | | CMO Approval:  6-13-19 |

SUBJECT: SECOND AMENDMENT TO MASTER AGREEMENT WITH DENISE DUFFY AND ASSOCIATES, INC. FOR ENVIRONMENTAL CONSULTING SERVICES FOR VARIOUS CITY FACILITY PROJECTS

RECOMMENDATION:

Approve the Second Amendment to the Master Agreement with Denise Duffy and Associates, Inc. (CPMS Contract No. 7467-2) extending the term one (1) year, from June 30, 2019 to June 30, 2020 for the sole purpose of allowing the consultant to continue providing environmental consulting services through completion of Newbury Park Master Plan.

BASIS FOR RECOMMENDATION:

In November and December 2013, the City conducted a Request for Qualifications (RFQ) seeking qualified environmental consulting firms for various City facility projects to cover a wide range of environmental services for various City facility projects including parks, trails, community centers, libraries, police and fire stations, roads, streetscapes and bridges. Denise Duffy & Associates' expertise and success with park master planning was a significant factor in their selection as one of the three top ranked consultants of the nine who submitted Statements of Qualifications. On April 29, 2014, the City Council approved a Master Agreement with Denise Duffy & Associates in an amount not to exceed \$500,000.

On December 6, 2018 City Clerk approved the First Amendment to Denise Duffy and Associates' Master Agreement to extend the term of the Agreement from December 31, 2018, to June 30, 2019, for the exclusive purpose of allowing the consultant to complete work on the Newbury Park Master Plan.

Due to unexpected situations experienced on the project, the originally scheduled completion date will extend beyond the current Master Agreement expiration date of June 30, 2019. Denise Duffy and Associates is currently providing environmental services for the Newbury Park Master Plan. The extension of the Master Agreement will allow Denise Duffy and Associates to provide the services needed to complete the project while maintaining project delivery consistency.

COST AND FUNDING SOURCE:

No additional funding is needed to approve the time extension of this Master Agreement.

FOR QUESTIONS CONTACT: Michael O'Connell, Public Works Deputy Director at (408) 535-8300