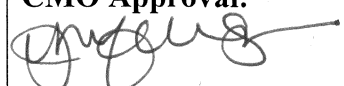


**CITY COUNCIL ACTION REQUEST**

<b>Department(s):</b> Public Works	<b>CEQA:</b> Not a Project, File No. PP17-003,	<b>Coordination:</b> CAO, CMO – Budget Office, and Risk Management	<b>Dept. Approval:</b> /s/ Matt Cano
<b>Council District:</b> City-wide	Agreements/Contracts (New or Amended) resulting in no physical changes to the environment.”		<b>CMO Approval:</b>  10-9-19

**SUBJECT: SECOND AMENDMENT TO MASTER AGREEMENT WITH CALLANDER ASSOCIATES LANDSCAPE ARCHITECTURE FOR LANDSCAPE ARCHITECTURAL DESIGN SERVICES FOR VARIOUS CITY FACILITY PROJECTS**

**RECOMMENDATION:**

Approve the Second Amendment to the Master Agreement with Callander Associates Landscape Architecture (CPMS Contract No. 8069) extending the term from December 31, 2019 to June 30, 2020 for the sole purpose of allowing the consultant to continue providing design consulting services through completion of Park Yards Strategic Planning Study.

**BASIS FOR RECOMMENDATION:**

In November 2015, the City conducted a Request for Qualifications (RFQ) seeking qualified landscape architecture consulting firms for various City facility projects to cover a wide range of environmental services for various City facility projects including design development, feasibility studies, master planning, preparing construction documents, construction management, and drafting support. Callander Associates Landscape Architecture’s expertise and success with master planning and feasibility studies were significant factors in their selection as one of the four top ranked consultants of the fourteen who submitted Statements of Qualifications. On April 5, 2016, the City Council approved a Master Agreement with Callander Associates Landscape Architecture in an amount not to exceed \$1,000,000.

On March 6, 2019 City Clerk approved the First Amendment to Callander Associates Landscape Architecture’s Master Agreement to extend the term of the Agreement from June 30, 2019, to December 31, 2019, for the exclusive purpose of allowing the consultant to complete work on the Park Yards Planning Strategic Study.

One of the tasks is to visit eight existing City-wide park yards to identify relevant operational criteria and conduct a needs assessment with input from Parks stakeholders. This task took longer than anticipated and extended the original completion date by approximately 6 months. The extension of the Master Agreement to June 30, 2020 will allow Callander Associates Landscape Architecture to provide the services at no additional cost 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