



Memorandum

TO: HONORABLE MAYOR
AND CITY COUNCIL

FROM: Jon Cicirelli

SUBJECT: SEE BELOW

DATE: August 16, 2021

Approved

Date

8/20/21

COUNCIL DISTRICT: 3

SUBJECT: 8496 – ST. JAMES PARK DESIGN – THIRD AMENDMENT TO THE MASTER AGREEMENT WITH CMG LANDSCAPE ARCHITECTURE FOR DESIGN SERVICES

RECOMMENDATION

Adopt a resolution authorizing the City Manager to negotiate and execute a Third Amendment to the Master Agreement with CMG Landscape Architecture for St. James Park Design Project (Master Agreement No. 662484-0) to increase the maximum total compensation by \$1,595,878 from \$1,025,000 to \$2,620,878 and extend the contract duration to December 31, 2022.

OUTCOME

Approval of the third amendment for the consultant services will allow the City to continue to utilize CMG Landscape Architecture to complete 65% design of the St. James Park Design Project.

BACKGROUND

St. James Park is a 7.6-acre park located in downtown San José. Historically, the park has been the site of significant events including speeches from presidential candidates, social gatherings, and civic events. The park's rich history enabled the site to be listed in the National Register of Historic Places as part of the St. James Square National Register Historic District and gain recognition as part of the City of San José's St. James Square Historic District.

From 2015 through 2016, the Mayor and City Council established the St. James Capital Vision. The process included a design competition through the City procurement process and a competition jury to select a consultant to design a new vision for St. James Park.

In early 2017, CMG Landscape Architecture was selected by the St. James Park Design Competition Jury as the winning firm. The Mayor and City Council accepted the jury's recommendation and adopted a resolution that authorized the City Manager or his designee to put forth \$2,500,000 for the environmental review, design and community outreach processes for St. James Park.

In June of 2017, the City executed a Master Agreement with CMG Landscape Architecture for the first design phase of St. James Park. CMG Landscape Architecture's services included project planning and design efforts. The initial two-year agreement with CMG was extended to December 2020. This allowed CMG to provide Environmental Impact Report support services and complete cost estimates and phasing options.

In 2018, CMG Landscape Architecture completed the 25% Construction Documents.

In early 2021, CMG Landscape Architecture was tasked to provide fee proposals and cost estimates for:

- Prepare 65% Construction Documents,
- Manage a team of subconsultants that are instrumental in the wide range of design disciplines to provide guidance on the project program and site improvements, as well as coordinate with City staff and various stakeholders.
- Analyze alternative locations for the Levitt Pavilion within St. James Park should that be needed.

In May 2021, CMG submitted a draft fee proposal for the services.

ANALYSIS

The 2021-2022 Adopted Capital Budget includes \$2 million to advance the design of St. James Park. CMG will require approximately \$1,595,878 of the budget to continue design related services to progress Construction Documents to 65% completion. The balance of appropriated funds is sufficient to support staffing costs.

CMG Landscape Architecture completed the 25% Construction Documents in 2018. CMG has also provided services to support the Environmental Impact Report (EIR) process for the proposed project that complies with the California Environmental Quality Act (CEQA). The CEQA and EIR were accepted in late 2020.

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Increasing the Master Agreement with CMG Landscape Architecture from \$1,025,000 to \$2,620,878 and extending the contract duration through December 31, 2022 will allow the design firm to proceed with the 65% Construction Documents for St. James Park Design.

Extending the contract with CMG Landscape Architecture is cost efficient. It enables the firm to proceed with the existing design of St. James Park while utilizing their knowledge and history of the project.

CONCLUSION

In order for the St. James Park Design project to move forward with the 65% design in the most cost effective way, it is in the City's best interest to extend the contract with CMG Landscape and increase the amount in the Master Agreement to execute the design.

CMG has a valuable history with the St. James project. Approval of the third amendment to the Master Agreement will allow for a seamless continuation of the design, as well as the inclusion of a knowledgeable team of subconsultants to guide the design in the varying disciplines. In addition, an analysis of alternative locations for Levitt Pavilion would be available with the authorization of the third amendment.

EVALUATION AND FOLLOW-UP

Staff will execute a Service Order with CMG Landscape Architecture to proceed with 65% Construction Documents and all Scope of Work tasks provided in their 2021 Proposal.

CLIMATE SMART SAN JOSÉ

The recommendation in this memo has no effect on Climate Smart San José.

PUBLIC OUTREACH/INTEREST

This memorandum will be posted on the City's website for the August 31, 2021, City Council Agenda.

COORDINATION

This memorandum and Contract Amendment have been coordinated with the City Manager’s Budget Office and City Attorney’s Office.

COMMISSION RECOMMENDATION/INPUT

No commission recommendation or input is associated with this action.

FISCAL/POLICY ALIGNMENT

Improvements to St. James Park align with the St. James Park Revitalization Strategy, and the public park and recreation goals of the *Greenprint 2009 Update*, and the *Envision San José 2040 General Plan*.

COST SUMMARY/IMPLICATIONS:

1. AMOUNT OF RECOMMENDATION: \$1,595,878
2. SOURCE OF FUNDING: 375 – Park Subdivision Park Trust Fund

BUDGET REFERENCE

The table below identifies the fund for the third amendment recommended as part of this memo.

Fund #	Appn #	Appn Name	Current Total Appn	Rec. Budget Action	2021-2022 Proposed Capital Budget Page*	Last Budget Action (Date, Ord. No.)
375	404S	St. James Park Phase I Design	\$2,000,000	N/A	V-402	6/22/21 Ord No. 30621

*The 2021-2022 Adopted Capital Budget was adopted by the City Council on June 22, 2021.

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CEQA

Environmental Impact Report for the St. James Park Capital Vision and Levitt Pavilion
(Resolution No. 79770), File No. PP16-037.

/s/

JON CICIRELLI

Director of Parks, Recreation
and Neighborhood Services

For questions please contact Nicolle Burnham, Deputy Director, at
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