

REPORT OF THE GENERAL MANAGER

NO. 03-124

DATE: April 16, 2003

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BOARD OF RECREATION AND PARKS COMMISSIONERS

SUBJECT: AMENDMENT NO. 1 TO CONSULTANT CONTRACT NO. 2911 WITH JONES AND STOKES ASSOCIATES, INC. FOR AS-NEEDED ENVIRONMENTAL RESEARCH, PLANNING, IMPACT ASSESSMENT, REGULATORY COMPLIANCE, AND MANAGEMENT SERVICES

J. Combs \_\_\_\_\_ H. Fujita \_\_\_\_\_  
A. Coroalies \_\_\_\_\_ J. Kolb \_\_\_\_\_  
J. Duggan JD \*B. Lukehart BSL

  
General Manager

Approved \_\_\_\_\_ Disapproved \_\_\_\_\_ Withdrawn \_\_\_\_\_

RECOMMENDATION:

It is recommended that the Board:

1. Approve Amendment No. 1 to Contract No. 2911 with Jones and Stokes Associates, Inc., increasing the contract amount an additional \$300,000.00 for a new contract total of \$600,000.00;
2. Find that the Department does not have available in its employ personnel with sufficient time and the necessary expertise to undertake these specialized professional tasks in a timely manner and it is more feasible and economical as well as in the Department's best interest, to secure these services by contract; and,
3. Direct the Board Secretary to transmit the proposed Agreement to the Mayor in accordance with Executive Directive No. 16, concurrently to the City Attorney for review as to form, and upon the Mayor's, City Council's and City Attorney's approval, authorize the President and Secretary of the Board to execute the Agreement.

SUMMARY:

On July 21, 1999, the Department entered into a personal services contract with Jones and Stokes Associates, Inc. for as-needed Environmental Research, Planning, Impact Assessment, Regulatory Compliance and Management Services. The term was for six (6) years and the amount was for \$300,000.00.

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Jones and Stokes Associates, Inc. is the recognized environmental engineer and consultant of record for the following projects: Los Angeles Equestrian Center, Ernest Debs Park, White Point Park, Del Rey Lagoon, West Wilshire Sr. Citizens Center, Hansen Dam Soccer Complex, and Potrero Canyon Park Development - Phase III.

Several of these projects (Ernest Debs Park, Del Rey Lagoon, Hansen Dam Soccer Complex, Potrero Canyon and White Point Park) are on-going projects that require the use of the consultant throughout different project stages. The original contract amount was for \$300,000.00 for a term of six (6) years. Unfortunately, over \$200,000.00 has already been expended and the consultant's services continue to be needed. However, due to the nature and volume of work performed by Jones and Stokes Associates, Inc. the original contract amount is insufficient.

Of particular urgency is the work to be performed at White Point Park. A substantial amount of environmental work is required at the project site, due to the fact that there is federal funding involved and detailed federal requirements must be met.

Jones and Stokes, Inc. is not a MBE/WBE firm. However, they have agreed to conduct an outreach effort if the services of a sub-consultant are required.

The firm is already in compliance with the policies and ordinances listed below, as outlined in the "Analysis of Proposed Contract" and the Standard Provisions for City Contracts, revised 10/01 form:

Child Care and Child Support Declarations Statements

Affirmative Action Program

Business Tax Registration Certificate

Equal Benefits Ordinance

MBE/WBE Policy

Living Wage, Service Worker Retention Ordinance

Insurance Requirements

This amendment 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 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 contract.

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All compensation to the consultant is provided in the funding of each individual project that the firm works on; therefore, there will be no decrease in revenue or increase in costs to the City.

Prepared by Veronica Buenrostro, Management Assistant.