

REPORT OF THE GENERAL MANAGER

NO. 03-167

DATE: May 21, 2003

CD _____

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: APPROVAL OF SUPPLEMENTAL AGREEMENT TO CONTRACT NO. 2948:
APPRAISAL SERVICES OF EICHEL, INC., MAI

J. Combs _____
A. Coralles _____
J. Duggan _____

H. Fujita _____
J. Kolb _____
*B. Lukehart BSL


General Manager

Approved _____

Disapproved _____

Withdrawn _____

RECOMMENDATION:

It is recommended that the Board:

1. Approve the supplemental agreement to Contract No. 2948 between the City and Eichel, Inc., MAI for as-needed appraisal services, on file in the Board Office;
2. Find that the services to be provided are of a technical, professional, or scientific nature, are temporary and occasional in character, and due to circumstances, are more economically and feasibly performed by a contractor;
3. Direct the Board Secretary to transmit the Supplemental Agreement to the City Attorney for review and approval and to the Mayor in accordance with Executive Direction No. 16; and,
4. Upon obtaining all required approvals, authorize the Board President and Secretary to execute the Supplemental Agreement.

SUMMARY:

On September 18, 1999, the Department entered into a contract for appraisal services with Eichel, Inc., MAI (Contract No. 2948). This three year contract, with a total maximum payment amount of \$50,000, commenced on September 18, 1999 and ended on September 17, 2002.

On November 17, 1999, the Board approved Report No. 475-99 authorizing the acquisition by condemnation of two property parcels (three lots) adjacent to La Tierra de la Culebra Park in the Highland Park area. At the request of the Department, and in accordance with the terms of Contract No. 2948, Eichel, Inc., MAI prepared an appraisal and update for the two property parcels. These services

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were completed and paid for prior to the expiration of Contract No. 2948. Subsequent to this expiration, Eichel, Inc., MAI completed trial preparation and expert witness work in connection with the condemnation action during November and December of 2002.

In order to pay Eichel, Inc., MAI for this work, which totals \$19,928.00, the City Attorney has recommended that the Department execute a supplemental agreement to Contract No. 2948 which will extend the contract period and increase the contract amount to cover the work performed by Eichel, Inc., MAI during the three month period following the contract expiration date. The supplemental agreement increases the total maximum payment amount of Contract No. 2948 to \$69,928.00, and extends the contract term to September 17, 2003.

Report prepared by Drew Tolliffe, Real Estate and Asset Management Division.