

REPORT OF GENERAL MANAGER

NO. 03-349

DATE November 5, 2003

C.D. 04

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: AMENDMENT TO SUPPLEMENTAL AGREEMENT NO. 1 TO CONTRACT NO. 2591 WITH JEFFREY M. KALBAN AND ASSOCIATES, INC. - PAN PACIFIC SENIOR ACTIVITY CENTER - BUILDING IMPROVEMENTS (#1731C)

L. Barth _____
J. Combs _____
A. Corrales _____
H. Fujita _____

J. Kolb _____
*B. Lukehart BSL
F. Mok _____


General Manager

Approved _____

Disapproved _____

Withdrawn _____

RECOMMENDATION:

It is recommended that the Board:

1. Approve Amendment No. 1 to Supplemental Agreement No. 1 to Contract No. 2591, increasing the amount of the contract by \$400,000, for a new total of \$900,110 and extending the term by an additional four (4) years for a new total of fourteen (14) years;
2. Find that the Department does not have available in its employ, personnel with sufficient time or the necessary expertise to undertake these specialized professional tasks in a timely manner, and it is more feasible, economical, and in the Department's best interest to secure these services by contract;
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 to the City Council for approval; and,
4. Upon receipt of necessary approvals, authorize the President and Secretary of the Board to execute the agreement.

SUMMARY:

Following the approval of the award of a design contract at its meeting of November 3, 1993, (Board Report No. 454-93), the Board executed a personal services contract with Jeffrey M. Kalban & Associates (JMKA) on May 4, 1994, for the design of a new West Wilshire Senior Citizen Center. The design contract (#2591) was for a duration of 3 years, with a total compensation of \$108,085 based on a construction cost of \$1,481,250.

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The project was delayed significantly due to unforeseen problems encountered in transferring property title from the State to the City. During that time, additional funding became available for park improvements from Proposition K. At a community meeting held in January 1997, a proposed conceptual park development plan to construct a new double gym/community center, renovate the existing community center into a senior facility, and other site development including sport fields, outdoor courts, tot lot, and parking areas received overwhelming support from the community. Based on the expanded project scope, the construction cost grew from \$1,481,250 to \$6,609,662.

Following the approval by the Arts, Health and Humanities Committee and the City Council on January 14, 1998, and February 4, 1998, respectively (Council File No. 97-1717), the Board executed Amendment No. 1 to Contract No. 2591 on June 17, 1998, extending the term of the contract by three (3) years for a new term of six (6) years, expanding the scope of the project to include the Pan Pacific Park – Park Development Plan (#1710B) project, and increasing the fee by \$392,025 to \$500,110.

On September 13, 2000, the contract was amended for a second time (Amendment No. 2) changing the name of the consultant from Jeffrey M. Kalban & Associates to Jeffrey M. Kalban & Associates Architecture, Inc.

Following the approval by the Arts, Health and Humanities Committee and the City Council on July 23, 2001, and August 7, 2001, respectively, the Board executed Supplemental Agreement No. 1 on September 5, 2001, extending the term of the contract by four (4) years for a new term of ten (10) years.

JMKA's contract covers the architectural design services for two specific projects: West Wilshire Recreation Center – Senior Citizen Building (#1731C) and Pan Pacific Park – Park Development Plan (#1710B). While the later project has been fully implemented (completed in 2002), the West Wilshire Recreation Center – Senior Citizen Building project is still at the pre-design stage, primarily due to issues related to site selection, project scope, and budget. The new senior facility was originally proposed in 1994 at the southwest corner of Beverly Boulevard and Gardner Street. In 1997 it was proposed that the existing community building would be renovated into a senior center in lieu of new construction. In 2001 the scope changed back to a new senior center building at the corner lot. However, when the Pan Pacific Park – Park Development Plan (#1710B) project was completed in 2002, it was determined that the remaining funding would not be sufficient to build a new senior center.

At a community meeting held on July 31, 2003, Councilmember Tom LaBonge of Council District 4 and Department staff informed the senior group that it would cost \$4.9 Million to design and construct the new 7,500-square-foot senior facility that the senior group requested. Given the total

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available funding of \$3.25 Million, that leaves a shortfall of \$1.65 Million. The senior group accepted an alternate proposal to use the currently available funding to renovate and upgrade the existing community building to better serve their needs and functions.

The unusual complexity (due to underground methane gas and contaminated soils) of the Pan Pacific Park – Park Development Plan (#1710B) project has almost exhausted JMKA's contract terms. JMKA has provided design services for a total of \$490,164 from a total allowable contract amount of \$500,110 per Contract Amendment No.1. The following is a summary of the expended amount.

A.	Pan Pacific Recreation Center:	
	Schematic Design	\$28,675.00
	Preliminary Plans	\$43,012.50
	50% Working Drawings	\$28,675.00
	100% Working Drawings	\$43,012.50
	Final Plans/Out to Bid	\$28,675.00
	Bid Opening	\$28,675.00
	50% Construction	\$43,012.50
	As-Built Drawings	\$43,012.50
B.	Pan Pacific Park Landscape Development:	
	Schematic Design	\$13,952.00
	Preliminary Plans	\$20,928.00
	50% Working Drawings	\$13,952.00
	100% Working Drawings	\$20,928.00
	Final Plans/Out to Bid	\$13,952.00
	Bid Opening	\$13,952.00
	50% Construction	\$20,928.00
	As-Built Drawings	\$20,928.00
C.	Additional Services:	\$55,915.00
D.	Reimbursable Expenses:	\$595.00
E.	Total Amount Paid To Date:	\$490,164.00
F.	Amount Remaining in Contract	\$9,946.00

The time and fees required to retain JMKA's service to complete the West Wilshire Recreation Center – Senior Citizen Building (#1731C) project are beyond the current term limits of its contract, which will expire on May 4, 2004, with less than \$10,000 in fees left. It is imperative and beneficial

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that JMKA continues to provide architectural services to complete the design and construction of the West Wilshire Recreation Center – Senior Citizen Building (#1731C) project, based on the following findings:

- A. JMKA has provided excellent quality professional service to the City and the community in the delivery of the new 23,800-s.f. Pan Pacific Recreation Center.
- B. JMKA has very good knowledge and experience on the history and site conditions of Pan Pacific Park and its vicinity.
- C. JMKA has established an excellent communication and working relationship with the City and the community.
- D. JMKA has done extensive research of the proposed site and the senior center project, and begun the design process.
- E. The Department has insufficient staff at this time to produce the needed work

Therefore, the Department staff recommends Amendment No. 1 to Supplemental Agreement No. 1 to increase the contract amount and time by an additional \$400,000 and 4 years, respectively. This should allow JMKA to complete all necessary work for the design and construction of the West Wilshire Recreation Center – Senior Citizen Building (#1731C) project.

This report was prepared by Paul Tseng, Project Manager and Cid Macaraeg, Sr. Management Analyst I, Planning and Construction.