

REPORT OF GENERAL MANAGER

NO. 04-180

DATE June 4, 2004


C.D. Various

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: SUPPLEMENTAL AGREEMENT TO CONTRACT NO. 2963 – EXTENDING TERM OF AGREEMENT WITH LEVIN AND ASSOCIATES ARCHITECTS.

* K. Chan ku
H. Fujita _____
M. Mariscal _____
K. Regan _____

J. Combs _____
J. Kolb _____
F. Mok _____
G. Stigile _____



General Manager

Approved _____

Disapproved _____

Withdrawn _____

RECOMMENDATION:

1. Approve Supplemental Agreement to Contract No. 2963 substantially in the form attached hereto extending the term of the agreement with Levin and Associates Architects by two (2) years without additional funds; and
2. Direct the Board Secretary to transmit the proposed Supplemental Agreement to the Mayor in accordance with Executive Directive No. 16, concurrently to the City Attorney for review as to form, and
3. Upon receipt of the necessary approvals, authorize the President and Secretary of the Board to execute the Supplemental Agreement.

SUMMARY:

On April 19, 2000, the Department entered into design consulting Contact No. 2963 for architectural design services on the Griffith Park Traveltown – Train Exhibit Shelter (#1507C) with Levin and Associates Architects (consultant). The contract was for a duration of three (3) years, expiring April 18, 2003, and an amount not-to-exceed \$69,200.00.

Because of the delays in construction, the consultant was only able to complete work on this project in March 2004 and is now due \$19,770.44 for the completion of the “As-Built” record set of Final Plans. Unfortunately, the contract expired in 2003 and the City Controller requires a current contract to process any payments to the consultant.

This Supplemental Agreement does not increase the dollar amount of the contract. It only extends the term by two (2) years to allow for the payment of the outstanding invoice. The consultant’s

REPORT OF GENERAL MANAGER

PG 2

NO. 04-180

work on this project is now complete and no further work will be given to this consultant pursuant to this Supplemental Agreement.

The firm is already in compliance with the policies and ordinances listed below, as outlined in the CAO "Analysis of Proposed Contract" form:

- Childcare and Child support Declaration Statements
- Affirmative Action Program
- Business Tax Registration Certificate
- Equal Benefits Ordinance
- MBE/WBE Policy
- Living Wage, Service Worker Retention Ordinance
- Insurance Requirements

The Supplemental Agreement 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 contracts.

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

This report was prepared by Cid Macaraeg, Sr. Management Analyst I

**SUPPLEMENTAL AGREEMENT TO CONTRACT NO. 2963
BETWEEN
THE CITY OF LOS ANGELES, DEPARTMENT OF RECREATION AND PARKS
AND
LEVIN AND ASSOCIATES ARCHITECTS
FOR
ARCHITECTURAL DESIGN SERVICES**

THIS SUPPLEMENTAL AGREEMENT TO CONTRACT NO. 2963 is made and entered into this _____ day of _____, 2004, by and between the CITY OF LOS ANGELES, a municipal corporation, acting by and through its Board of Recreation and Park Commissioners (hereinafter referred to as DEPARTMENT), and Levin and Associates Architects (hereinafter referred to as CONSULTANT).

WITNESSETH

Whereas, on April 19, 2000, the Department entered into as-needed consulting Contract No. 2963 for architectural design services on the Griffith Park Traveltown – Train Exhibit Shelter (#1507C) project with Levin and Associates Architects. The contract is for a duration of three (3) years, expiring April 19, 2003, and for an amount not-to-exceed \$69,200.00; and

Whereas, on April 19, 2003, consulting Contract No. 2963 expired; and

Whereas, because of construction delays, the consultant was not able to complete the required work until March of 2004 and is entitled to the amount of \$19,770.44 for the completion of the "As-Built" record set of Final Plans, in accordance with the terms and conditions under Contract No. 2963; and

Whereas, the Office of the Controller requires a current contract before they will approve any payments to the consultant for work done after April 19, 2003; and

NOW, THEREFORE, in consideration of the terms, covenants and conditions hereinafter contained to be kept and performed by the respective parties hereto, IT IS MUTUALLY AGREED as follows:

1. The terms and conditions of Contract No. 2963 are incorporated herein by this reference as through fully set forth.
2. The terms of this Supplemental Agreement shall commence on April 20, 2003 and expire on April 19, 2005.

IN WITNESS WHEREOF, parties hereto have caused this SUPPLEMENTAL AGREEMENT to CONTRACT NO. 2963 to be executed by their duly authorized representatives.

Executed this _____ day of _____, 2004

THE CITY OF LOS ANGELES, a municipal corporation, acting by and through its Board of Recreation and Park Commissioners

By

PRESIDENT

By

SECRETARY

Executed this _____ day of _____, 2004

LEVIN AND ASSOCIATES ARCHITECTS

By

PRESIDENT

By

SECRETARY

Approved as to Form:
ROCKARD J. DELGADILLO
City Attorney

Date:

By

SR. ASSISTANT CITY ATTORNEY