

County of Santa Clara
Parks and Recreation Department



24-4772

DATE: April 16, 2024 (Item No. {{item.number}})
TO: Board of Supervisors
FROM: Don Rocha, Director, Parks and Recreation Department
SUBJECT: Second Amendment to Professional Services Agreement with RRM Design Group

RECOMMENDED ACTION

Approve Second Amendment to Professional Services Agreement (PSA) with RRM Design Group relating to providing comprehensive planning consultant services, increasing the maximum contract amount by \$1,500,000 from \$1,500,000 to \$3,000,000, with no change to the term of the PSA, that has been reviewed and approved by County Counsel as to form and legality. (LA-1)

FISCAL IMPLICATIONS

There is no impact to the County General Fund as a result of the recommended action.

All Project Agreements authorized under this PSA are funded by the Parks Charter Fund. While the Parks and Recreation Department has sufficient funds to complete all projects under this PSA, the ability to take advantage of grant funding for one of the projects is dependent on this increase to the maximum contract limit.

CONTRACT HISTORY

On October 19, 2021 (Item No. 66), the Board of Supervisors approved a PSA with RRM Design Group related to Comprehensive Planning Consultant Services for various Planning Services in an amount not to exceed \$1,500,000, for period October 19, 2021, through October 18, 2026.

On July 19, 2023, a First Amendment was administratively executed to amend the Consultant and Sub-consultant Hourly Rates in accordance with the terms of PSA Part 11.01, following an industry rates survey.

REASONS FOR RECOMMENDATION AND BACKGROUND

RRM Design Group provides various design and planning services for several high-priority projects. These projects include the Joseph D. Grant County Park Master Plan Update, the Mount Madonna County Park Master Plan Implementation, and the Martial Cottle Park Cottle and Lester Historic Ranch (CLHR) Site Plan Implementation.

The PSA with RRM Design Group is nearing capacity and increasing the maximum contract limit will ensure continuity to meet project deadlines, particularly for the Martial Cottle Park CLHR Site Plan Implementation Phase I project that is grant-funded and has a project performance deadline of December 2025. This project is currently in the design phase and the current PSA contract limit provides funding of services for the completion of only 60% of design plans. This increase would allow RRM Design Group to complete the design plans for Phase I and provide needed support during the bidding process and construction. The project is anticipated to be put out to bid in Summer 2024 and completed by the end of 2025. Any change to this timeline may result in the project not being completed by the grant project performance deadline.

CHILD IMPACT

The recommended action will have a positive impact on the **Healthy Lifestyles** indicator for children and youth as projects supported by this PSA will allow for the planning and implementation of future recreational amenities.

SENIOR IMPACT

The recommended action will have a positive impact on seniors and older adults as projects supported by this PSA will allow for the planning and implementation of future recreational amenities.

SUSTAINABILITY IMPLICATIONS

The recommended action will have a positive impact on sustainability projects supported by this PSA will allow for the planning and implementation of future recreational amenities, providing community access to parks and promoting public health and recreation.

CONSEQUENCES OF NEGATIVE ACTION

Failure to take the recommended action may result in the delay of design/planning projects and potentially jeopardize grant funds for at least one of the projects supported by this PSA.

STEPS FOLLOWING APPROVAL

Notify Jennifer Nuñez, Parks and Recreation Department.

ATTACHMENTS:

- Attachment A – RRM Second Amendment
- Attachment B – RRM First Amendment Executed Jul 2023
- Attachment C – Levine Act Forms