

City of Culver City, California
City Council Agenda Item Report

Meeting Date: 8/14/06		Item Number: <u>A-4</u>	
AGENDA ITEM: Approval of a Professional Services Agreement with RTI Consulting, Inc. to Provide Architectural Services for the Culver City Dog Park Project (P-816) – Phase II			
Contact Person/Dept.: Patricia Mooney, PRCS Senior Management Analyst		Phone Number: (310) 253-6668	
Fiscal Impact: Yes ☒ No ☐		General Fund: Yes ☐ No ☒	
Public Hearing: ☐		Action Item: ☒ Attachments: ☐	
Public Notification: Master Notification List (08/10/06); Friends of the Culver City Dog Park (08/10/06); Parks and Recreation Commission (08/10/06); RTI Consulting, Inc. (08/10/06)			
Department Approval: Bill La Pointe, PRCS Director (08/03/06)		City Manager Approval: Jerry B. Fulwood (08/09/2006)	
City Controller Approval: Marlee Chang (08/09/2006)			

RECOMMENDATION:

Staff recommends the City Council approve a professional services agreement with RTI Consulting, Inc. to provide architectural services for the Culver City Dog Park Project (P-816) – Phase II.

BACKGROUND:

In June 2003, Culver City was awarded a \$50,000 assessment grant and a \$200,000 clean-up grant from the EPA to clean up the “Bone Yard” area of Culver City Park for development of a Dog Park. At the City Council meeting of December 13, 2004, Council approved the plans and specifications for the Dog Park (P-816) and authorized the Friends of the Culver City Dog Park (Friends), a private, non-profit 501(c)(3) organization, to construct a Dog Park within Culver City Park (Attachment 1). In April 2005, the City entered into a Memorandum of Understanding (MOU) with the Friends allowing the construction of the Dog Park. This construction (excluding the initial site clean-up), now termed Phase I of the Dog Park, was fully funded by the Friends and consisted of the installation of a decomposed granite surface, fencing, signage, benches, water fountains, trees and a community bulletin board. A ribbon cutting ceremony was held on April 22, 2006 and the Dog Park is currently open to the public.

At the September 19, 2005 City Council meeting, Herb Wesson Jr., serving as Special Assistant to Los Angeles County Supervisor Yvonne Brathwaite Burke, Second District, announced the availability of \$150,000 in Prop. A Excess Funds for

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additional construction elements of the Dog Park (Attachment 2). At the November 7, 2005 meeting, Council approved a resolution for the submission of an application for \$150,000 in Proposition A grant funding for the additional construction elements of the Culver City Dog Park (Resolution Number 2005 – R071; Attachment 3). A fully executed contract for grant number 58C6-06-2078 was received from the Los Angeles County Regional Park and Open Space District in February 2006 and \$150,000 was appropriated for the project.

DISCUSSION:

Phase II of the Dog Park construction is being funded by \$150,000 in Proposition A Excess Funds. Items to be included in Phase II are: (1) Weather and shade shelters, (2) paving for parking (including ADA accessible parking), (3) additional signage (including a highly visible and aesthetically pleasing entry way and dedication plaques), (4) additional landscaping and irrigation (including a cost-effective, water-saving irrigation system for the landscaping), and possibly, (5) lighting of the park for evening use.

Staff recommends that City Council approve a professional services contract with RTI Consulting, Inc., not to exceed \$8,670, to provide architectural services for the Culver City Dog Park. The scope of services will include the development of drawings for the site, coordination of the project with City agencies, development of the bid package and assistance to the City during the bidding process (Attachment 4).

The City Manager is authorized to approve and execute contracts, on behalf of the City, for professional services that are not in excess of \$10,000 (Culver City Municipal Code § 3.07.075). Under this provision, RTI Consulting, Inc. has been awarded a contract not to exceed \$9,250.00 for architectural services for the Culver West Alexander Park Improvement Project (P-835). As this agreement with RTI for Phase II of the Dog Park is also for architectural services, and, in order to comply with the Code requirements, the Parks, Recreation and Community Services Department (PRCS) was advised by the City Attorney's office to come forward to Council with this request for a professional services agreement with RTI Consulting, Inc. for architectural services for the Culver City Dog Park.

Staff requests that RTI Consulting, Inc. be considered as the sole provider of architectural services for this phase of the Dog Park development. RTI brings a special level of expertise to the project, since they provided construction management services for the PXP Site Reclamation Project (Contract No. 2005-160) at the site in Culver City Park where the Dog Park is located.

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FISCAL ANALYSIS:

The are currently sufficient funds in Business Unit 42300816, Object Account 610400 (Consulting Services) to encumber and ultimately expend \$8,760 to be used for architectural services for the Culver City Dog Park Project.

ATTACHMENTS:

1. Excerpt of the Minutes of the December 13, 2004 City Council Meeting.
2. Excerpt of the Minutes of the September 19, 2005 City Council Meeting.
3. Excerpt of the Minutes of the November 7, 2005 City Council Meeting.
4. RTI, Consulting, Inc. Proposal for Architectural Services for the Culver City Dog Park Project – Phase II.

MOTION:

That the City Council:

1. Approve a Professional Services Agreement with RTI Consulting, Inc. for Architectural Services for the Culver City Dog Park Project (p-816) – Phase II Not to Exceed \$8,760.