



Office of the City Manager

CONSENT CALENDAR
September 29, 2009

To: Honorable Mayor and Members of the City Council

From:  Phil Kamlarz, City Manager

Submitted by: William Rogers, Director, Parks ,Recreation and Waterfront

Subject: Contract No. 7743 Amendment: Project Management for Citywide Pools Master Plan Project

RECOMMENDATION

Adopt a Resolution authorizing the City Manager to execute an amendment with Tina Stott (Contract No. 7743) for project management of the Citywide Pools Master Plan Project, to increase the amount by \$35,000 for a total amount not to exceed \$110,000 for the period of September 24, 2008 through September 24, 2010.

FISCAL IMPACTS OF RECOMMENDATION

Funds for this contract amendment of \$35,000 are allocated in FY 2010 adopted budget, code: 610-5801-450-3038-07CB21. CMS No. TXYCR.

CURRENT SITUATION AND ITS EFFECTS

In September 2008, the City began the Citywide Pools Master Plan project, which has involved a significant amount of public participation. Staff have determined that additional project management services are needed in order to complete the following components of the project: the Pools Master Plan Initial Study, the Mitigated Negative Declaration, the Mitigation and Monitoring Plan, the Final Pools Master Plan, and the public process associated with the project. Tina Stott has been serving successfully as the project manager for the Citywide Pools Master Plan Project since September 24, 2008. She has been a qualified consultant to several municipalities for over twenty years and currently operates her business from a private office located in Oakland. Staff therefore recommends City approval of a contract amendment with Ms. Stott in order to successfully complete the Citywide Pools Master Plan Project.

BACKGROUND

On September 24, 2008, the City executed Contract No. 7743 with Ms. Stott for project management of the Citywide Pools Master Plan Project for an amount not to exceed \$40,000 and terminating on September 24, 2010. On December 16, 2008, Council authorized an amendment to the contract to add \$35,000 for a total contract amount not to exceed \$75,000 (Resolution No. 64,305-N.S.) The project manager's role has included three main areas of responsibility: 1) serving as the liaison between the City, the consultant team, the School District, and the public; 2) providing staff support for the

Pools Task Force Meetings; and 3) providing staff work necessary to develop a bond measure to fund the resulting plan.

RATIONALE FOR RECOMMENDATION

Ms. Stott has provided project management services successfully since September 24, 2008 and her additional services are essential to the success of the Citywide Pools Master Plan Project.

CONTACT PERSON

William Rogers, Director, Parks Recreation & Waterfront Dept., 981-6700
Scott Ferris, Youth & Recreation Services Manager, Parks Recreation & Waterfront
Dept. 981-6706

1: Resolution

RESOLUTION NO. ##,###-N.S.

CONTRACT NO. 7743 AMENDMENT WITH TINA STOTT FOR PROJECT
MANAGEMENT SERVICES FOR THE CITYWIDE POOLS MASTER PLAN PROJECT

WHEREAS, on September 24, 2008, the Parks Recreation & Waterfront Department entered into Contract No. 7743 with Tina Stott for project management services for the Citywide Pools Master Plan Project in the amount of \$40,000 for the period of September 24, 2008 through September 24, 2010; and

WHEREAS, on December 16, 2008, Council authorized a contract amendment in the amount of \$35,000 for a total amount not to exceed \$75,000 (Resolution No. 64,305-N.S.); and

WHEREAS, staff have determined that additional project management services are needed in order to complete the following components of the project: the Pools Master Plan Initial Study, the Mitigated Negative Declaration, the Mitigation and Monitoring Plan, the Final Pools Master Plan, and the public process associated with the project; and

WHEREAS, Ms. Stott has provided project management services successfully since September 24, 2008 and her additional services are essential to the success of the Citywide Pools Master Plan Project; and

WHEREAS, funds for this amendment in the amount of \$35,000 are available in the FY2009/10 budget code 610-5801-3038-07CB21. CMS No. TXYCR.

NOW THEREFORE, BE IT RESOLVED by the Council of the City of Berkeley that the City Manager is hereby authorized to execute a contract amendment (Contract No. 7743) with Tina Stott, Planning/Outreach/Project Management to increase the amount by \$35,000 for a total amount not to exceed \$110,000. A record signature copy of said contract amendment to be on file in the Office of the City Clerk.

