



# Memorandum

**TO:** HONORABLE MAYOR AND  
CITY COUNCIL

**FROM:** Katy Allen  
Robert L. Davis

**SUBJECT:** SEE BELOW

**DATE:** 09-08-04

Approved

Date

9/10/04

Council District: 2

**SUBJECT: THIRD AMENDMENT TO THE AGREEMENT WITH  
ROSSDRULISCUSENBERY ARCHITECTURE, INC. FOR PROGRAM  
VERIFICATION AND CONCEPTUAL DESIGN SERVICES FOR THE POLICE  
SOUTHSIDE SUBSTATION PROJECT**

## RECOMMENDATION

Approval of a third amendment to the consultant agreement with RossDrulisCusenbery Architecture, Inc. for programming and conceptual design services for the Police Southside Substation, extending the term of the agreement from September 24, 2004 to March 31, 2005 at no additional cost to the City.

## BACKGROUND

In December 2003, the City Council approved an agreement with RossDrulisCusenbery Architecture, Inc. (RDC, Inc.) to provide architectural design services for programming and conceptual design services for the Police Southside Substation. The consultant agreement scope of work included program review and verification, assistance in site selection and conceptual design services. The conceptual design and schematic design scope of work will include community outreach efforts. Amendments One and Two of this agreement were also no cost time extensions. The term of the current agreement expires on September 24, 2004.

This agreement is the first of a multi-agreement process for full architectural and engineering services for the Southside Substation, and RDC is expected to continue as a prime consultant through subsequent phases, subject to its performance during the initial phase and future negotiation of applicable terms. Staff has discussed with the consultant the goal of using local sub-consultants and in negotiations with the consultant for the remainder of the work, participation of local sub-consultants will be emphasized. The agreements for subsequent phases of service are subject to Council approval.

## **ANALYSIS**

In May of 2004, the City began negotiations for purchase of a site for the new substation. At that time, the environmental process for the proposed site was also started. It was originally anticipated that by September of 2004 that both of these processes would be completed. City staff would then bring before Council the results of the environmental study for the proposed site, the agreement for the land purchase, and the proposed program and conceptual plans developed by RDC, Inc. However, the environmental review process is not expected to be complete until November 2004 and the State of California Department of Toxic Substances Control is not expected to lift its requirements until March 2005. As a result, additional time is also required for RDC, Inc. to conclude their program and conceptual design studies.

The extension of the agreement with RossDrulisCusenbery Architecture, Inc. will allow for continued conceptual design services as required in their original agreement. No additional funds are requested beyond the original appropriation for this amendment to the agreement.

## **PUBLIC OUTREACH**

A Request for Qualifications was advertised in the *San Jose Mercury News*, the *Sacramento Bee*, the *San Francisco Chronicle*, and the City's Internet Bid Line.

## **COORDINATION**

This agreement and memorandum has been coordinated with the Planning, Building and Code Enforcement Department, City Attorney's Office, City Manager's Budget Office, and Police Department.

## **COST IMPLICATIONS**

No additional funds will need to be appropriated for this amendment to the agreement.

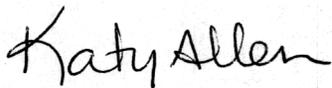
**BUDGET REFERENCE**

| Fund # | Appn. # | Appn. Name                | RC #   | Total Appn.*       | Amt. For Contract | 2004-05 Proposed Capital Budget Page | Last Budget Action (Date, Ord. No.) |
|--------|---------|---------------------------|--------|--------------------|-------------------|--------------------------------------|-------------------------------------|
| 475    | 4542    | South San José Substation | 122783 | \$8,592,000        | \$-0-             | P. V-328                             | 6/29/04, Ord No. 27196              |
|        |         | <b>TOTAL</b>              |        | <b>\$8,592,000</b> | <b>\$-0-</b>      |                                      |                                     |

\* This budget reference is for current fiscal year only. As this is a multi-year project, the total project costs will be appropriated and expended over several fiscal years.

**CEQA**

Not a project.



KATY ALLEN  
Director, Public Works Department



ROBERT L. DAVIS  
Chief of Police