



CITY COUNCIL STAFF REPORT

DATE: March 7, 2012

CONSENT CALENDAR

SUBJECT: Owner's Representative Contract Amendment

FROM: David H. Ready, City Manager

BY: City Manager

SUMMARY

The proposed action is to approve Amendment No. 11 to Agreement A5488 for continued Owner Representative services related to the start-up of the Animal Shelter.

RECOMMENDATION:

1. Approve Amendment No. 11 to Agreement A5488 with Allen F. Smoot & Associates for continued Owner Representative Services.
2. Authorize the City Manager to execute all necessary documents.

STAFF ANALYSIS:

While the move-in to the new Shelter is complete the full implementation of all desired programs is on-going. Many of the program implementations require electrical/mechanical/facility modifications which can be most efficiently implemented with the coordination of the Owner's Representative. Some of the specific programs are:

- Retail Space outfitting.
- Medical Suite start-up.
- Shy Cat Room development.
- Circulation modifications to allow the public in the back of the dog wards.
- Interior circulation signage.
- Walkie-Talkie safety communications within the building.
- North side dishwashing facility.
- Front counter audio recording system.
- Photo Studio coordination.
- Shelter Operations Start-up/Mentoring

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It is expected that these programs will be implemented by the end of the fiscal year. The attached contract amendment would extend the Owner Representatives assignment at the Animal Shelter through the end of May to allow for the necessary coordination work to be completed.

FISCAL IMPACT:

The total cost of the two and one half month assignment extension is \$20,000 and the dollars are currently budgeted in the Animal Shelter budget, account 001-3304-43200.


David H. Ready, City Manager

Attachment: Amendment

**AMENDMENT NO. 11
TO AGREEMENT NO. A5488
OWNER REPRESENTATIVE SERVICES**

THIS ELEVENTH AMENDMENT TO Agreement No. A5488 for consulting services, (herein "Amendment") made and entered into on the ___ day of _____, 2012, by and between the CITY OF PALM SPRINGS (herein "City") and ALLEN F. SMOOT & ASSOCIATES (herein "Consultant") is hereby amended effective March 16, 2012, as follows:

RECITALS

WHEREAS, City and Consultant entered into that certain Consulting Services Agreement No. A5488 for Owner Representative Services ("Agreement"), as duly amended from time to time; and

WHEREAS, the original agreement approval action on June 6, 2007, by the City Council authorized the City Manager to take actions to extend the Agreement term for up to four (4) additional one (1) year terms with said agreement currently running through June 30, 2012; and

WHEREAS, the parties wish to amend the Agreement to extend the Animal Shelter Start-up work assignment from March 16, 2012 to May 31, 2012 for additional startup services related to the Gift Shop, Medical Clinic, Grooming Salon and Dog Ward public access modifications.

NOW, THEREFORE, for good and sufficient consideration, the parties agree as follows:

Section 1.

Exhibit "B" Schedule of Compensation and Work Assignments is hereby amended to add/adjust assignments as follows:

Project assignments are hereby added/adjusted, as of March 16, 2012 and the City Manager may approve Purchase Orders, utilizing the existing contract rates, to reflect the following:

Project Title/Description:

Manhours:

Animal Shelter Post-const. Start-up

Authorize additional startup services from
March 16, 2012 thru May 31, 2012;
2.5 months.

Section 2. Full Force and Effect: Except as previously modified herein, all other provisions of the Agreement shall remain unmodified in full force and effect.

IN WITNESS WHEREOF, the parties have executed and entered into this Amendment as of the date first written above.

ATTEST:

CITY OF PALM SPRING
a municipal corporation

City Clerk

By: _____
City Manager

APPROVED AS TO FORM:

City Attorney

CONTRACTOR: Check One: Individual Partnership Corporation

ALLEN F. SMOOT & ASSOCIATES

By: _____
(Signature)

Title: _____