

**MONTEREY PENINSULA REGIONAL PARK DISTRICT
BOARD OF DIRECTORS MEETING**

DATE: October 10, 2018
TO: Board of Directors
FROM: Jackie Nelson, Environmental Education Supervisor
REVIEWED BY: Rafael Payan, General Manager
SUBJECT: Approval of Contract Amendment with Design Workshop

RECOMMENDED ACTION:

Staff recommends the Board approve the attached contract amendment with Design Workshop (**ATTACHMENT 1**) in substantially the form submitted and authorize staff to execute.

FISCAL IMPACT:

The recommended action will bring the contract total to \$213,000.00

FUNDING SOURCE:

Funding source Parks, Open Space and Coastal Preservation Assessment District Budget Line Item 6949 – Professional/Special Services.

FUNDING BALANCE:

As of 9/30, there is a balance of \$125,000.00

DISCUSSION:

At the August 2018 meeting, the Board extended the previously approved contract to complete work on the General Development Plan (“GDP”) and additional meetings between Design Workshop, the CEQA consultant, and other parties. The additional meetings were expected to carry an additional fee of up to \$10,000; bringing the total fee to \$200,000 and extending the timeline from March 2018 to June 2019.

Miscommunication with the contractor about the remaining balance of the funds and additional scope of the work resulted in an underestimate of the resources necessary to complete the project. The amount needed for additional meetings, data and document sharing and coordination with CEQA consultant may carry an additional fee of up to \$13,000 through June 2019.

ATTACHMENTS:

1. [Contract Amendment](#)