

**APPROVED**  
OCT 16 2013

REPORT OF GENERAL MANAGER

NO. 13-264

DATE October 16, 2013

BOARD OF RECREATION  
AND PARK COMMISSIONERS

C.D. ALL

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: AMENDMENT NO. 3 TO CONSULTANT CONTRACT NO. 3174 WITH SHANE'S INSPIRATION FOR AS-NEEDED ARCHITECTURAL DESIGN SERVICES

R. Adams	_____	K. Regan	_____
H. Fujita	_____	*M. Shull	<u><i>[Signature]</i></u>
V. Israel	_____	N. Williams	_____

*[Signature]*  
General Manager

Approved *[Signature]*      Disapproved \_\_\_\_\_      Withdrawn \_\_\_\_\_

RECOMMENDATIONS:

That the Board:

1. Approve a proposed Amendment No. 3 to Contract No. 3174 with Shane's Inspiration, a non-profit corporation, substantially in the form on file in the Board Office, extending the term of the contract by three (3) years for a new total of twelve (12) years and increasing the contract amount by \$300,000.00 to \$1,200,000.00, and with no rate increases for 2015 through 2017, subject to approval of the Mayor and the City Attorney as to form;
2. Find pursuant to Charter Section 1022 that the Department of Recreation and Parks (RAP) does not have personnel available in its employ with sufficient time or the necessary expertise to undertake these specialized professional tasks in a timely manner, and it is more feasible, economical and in RAP's best interest to secure these services by contract;
3. Find, in accordance with Charter Section 371(e)(2) and Los Angeles Administrative Code Section 10.15(a)(2), that competitive bidding is not practicable or advantageous as it is necessary for RAP to be able to call on contractors to perform this work as-needed and on an occasional, but frequent, basis without engaging in a new competitive process for each individual project to be performed; however, from among as-needed contractors each individual project is assigned on the basis of availability of an as-needed contractor to perform the work, the price to be charged and the unique expertise of the as-needed contractor;

## REPORT OF GENERAL MANAGER

PG. 2

NO. 13-264

4. Direct the Board Secretary to transmit the proposed Amendment to the Mayor in accordance with Executive Directive No. 3, and concurrently to the City Attorney for review and approval as to form; and,
5. Upon receipt of the necessary approvals, authorize the Board President and Secretary to execute the Amendment.

### SUMMARY:

On November 22, 2005, RAP entered into a personal services contract (Contract No. 3174) with Shane's Inspiration, a non-profit corporation, for as-needed architectural design services. The term was for three years, which expired on November 21, 2008, with a not-to-exceed amount of \$300,000.00. On September 17, 2008, an Amendment No. 1 to Contract No. 3174 was executed which extended the term by three (3) years, for a new contract term of six (6) years and increased the amount by \$300,000.00, for a new contract amount of \$600,000.00. On January 11, 2012, Amendment No. 2 to Contract No. 3174 was executed, extending the term by three (3) years, for a new contract term of nine (9) years, expiring on November 21, 2014 and increasing the amount by \$300,000.00, for a new contract amount of \$900,000.00.

Shane's Inspiration has provided the architectural design services to design, develop, and support the construction of twelve (12) universally accessible playgrounds (UAP) throughout the City of Los Angeles (City). The UAP's are significantly different from standard playgrounds and with the shortage of staff, the outside design and project management services were contracted to Shane's Inspiration.

Shane's Inspiration is a non-profit organization founded in 1998 with offices within the City. They have extensive experience in the design and construction of UAPs. They have completed Shane's Inspiration in Griffith Park, Aidan's Place in Westwood Park and Renee's Place in the Pan Pacific Recreation Center. The firm also completed the design and development of RAP's UAPs at the various park locations namely: Anthony C. Beilenson Park, Benny H. Potter West Adams Avenues Memorial Park, Dearborn Park, Glen Alla Park, Hazard Park and Recreation Center, Hansen Dam Recreation Area, Ken Malloy Harbor Regional Park, Lake Street Park, Lincoln Park, Martin Luther King Jr. Recreation Center, Shadow Ranch Recreation Center, South Park Recreational Center, Stoner Recreation Center, Sycamore Grove Park, and Van Nuys Sherman Oaks Park.

At this time, Shane's Inspiration has been assigned work on other RAP projects that will extend beyond the current term of the contract. RAP does not have available personnel to perform these specialized professional tasks in a timely manner due to the existing staff workloads; therefore, it is impossible for existing staff to take on additional project requirements with deadlines. The hourly rates will remain the same from 2015 through 2017.

REPORT OF GENERAL MANAGER

PG. 3                      NO. 13-264

This proposed Amendment is in compliance with all RAP and City procedures, policies and laws applicable to the award of contracts. Principals of the firm are not employees or officials of the City, are free to make recommendations or perform the services specified in the contract, and have no authority with respect to the City's decisions relating to the project beyond fulfilling the provisions of the proposed amended contract.

FISCAL IMPACT STATEMENT:

All compensation to the consultant is provided in the funding of each individual project on which the firm works; therefore, there will be no decrease in revenue or increase in costs to the City's General Fund.

This Report was prepared by Gino Ogtong, Management Analyst II, Planning, Construction and Maintenance Division.