

# **R-31**

July 5, 2022

HONORABLE MAYOR AND CITY COUNCIL  
City of Long Beach  
California

## **RECOMMENDATION:**

Authorize the City Manager, or designee, to execute all documents necessary to amend Contract No. 33498 with Hirsch & Associates Inc., of Anaheim, CA, and Contract No. 33504 with RJM Design Group, Inc., of San Juan Capistrano, CA, for as-needed landscape architectural services, to increase the total aggregate contract amount by \$1,000,000, for a revised total aggregate contract amount not to exceed \$9,000,000, and extend the terms of each contract to August 1, 2023. (Citywide)

## **DISCUSSION**

City Council approval is requested to amend Contract No. 33498 with Hirsch & Associates and Contract No. 33504 with RJM Design Group, Inc., to continue providing as-needed landscape architectural services.

On July 22, 2014, the City Council awarded six contracts as part of its adoption of RFP PW14-005 for landscape architectural services for a two-year period, with the option to renew for three additional one-year periods, for an aggregate amount of \$3,000,000. On June 13, 2017, the City Council authorized the addition of \$4,000,000, for a new total aggregate amount of \$7,000,000, and extended the term of the contracts for one additional one-year term until August 1, 2020. On October 6, 2020, the City Council authorized an additional one-year extension to August 1, 2021, for the two contracts to prevent an interruption to services. On July 6, 2021, the City Council authorized an additional \$1,000,000 for a new aggregate amount of \$8,000,000 and extended the term of the contracts to August 1, 2022. The City of Long Beach (City) relies on the landscape architecture firms to deliver on a wide range of capital projects, which range from feasibility studies to full design services for new parks, trails, street landscaping and improvement of existing open spaces and accessibility upgrades.

The current contracts expire on August 1, 2022, and the City has exhausted all permitted contract extensions. The procurement process for the next set of on-call landscape architectural services is underway and City staff aims to complete the process before the current contracts expire. Extending the term an additional year and adding additional authority will ensure the continuity of contracts deliverables and avoid potential service interruptions in case of unforeseen delays with the procurement process. The RFP process for on-call services is quite extensive as City staff ensure the scope of work contained within the RFP is updated since the last procurement process (in this case, 2015), provide sufficient time for issuance and vendor response to the RFP, judiciously review submittals, select vendors

HONORABLE MAYOR AND CITY COUNCIL

July 5, 2022

Page 2

who best meet criteria of the RFP, submit a Council Letter for contract award, and route the contracts through the City's contract conformance process.

This matter was reviewed by Deputy City Attorney Vanessa S. Ibarra on June 7, 2022, Purchasing Agent Michelle Wilson on June 6, 2022, and by Budget Management Officer Nader Kaamoush on June 13, 2022.

TIMING CONSIDERATIONS

City Council action to amend Contract Nos. 33498 and 33504 is requested on July 5, 2022, to ensure there are no interruption to services.

FISCAL IMPACT

The requested amendment will increase the aggregate contract authority by \$1,000,000, for a total aggregate contract amount not to exceed \$9,000,000 and extend the terms for an additional one-year period, through August 1, 2023. There is no appropriation increase requested at this time. Any work not currently budgeted will only proceed at such time as appropriations have been approved by the City Council. The extension of these contracts has no staffing impact beyond the normal budgeted scope of duties and is consistent with existing City Council priorities. Approval of this recommendation would potentially have a positive impact on the local job market.

SUGGESTED ACTION:

Approve recommendation.

Respectfully submitted,



ERIC LOPEZ  
DIRECTOR OF PUBLIC WORKS

APPROVED:



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THOMAS B. MODICA  
CITY MANAGER