



# CITY OF CARSON

## Legislation Text

File #: 2017-887, Version: 1

### Report to Mayor and City Council

Tuesday, November 21, 2017

Consent

#### **SUBJECT:**

**CONSIDER AMENDMENT NO. 2 TO A PROFESSIONAL SERVICES AGREEMENT WITH THE RRM DESIGN GROUP CONTRACT FOR ARCHITECTURAL SERVICES FOR THE PARTICIPANTS IN THE CDBG-FUNDED COMMERCIAL IMPROVEMENTS PROGRAM (CITY COUNCIL)**

#### **I. SUMMARY**

In September 2015, the City Council approved a three-year contract with the RRM Design Group to provide architectural design review services for the Planning Division of the Community Development Department (the "Agreement"). Since that time, Planning has exercised its approved authority to extend the Agreement through September 2018. On June 6, 2017, the City Council approved an amendment to include architectural design services to applicants in the Community Block Grant (CDBG) Commercial Improvement Program.

#### **II. RECOMMENDATION**

TAKE the following actions:

1. APPROVE Amendment No. 2 to the Agreement to Contract Services between the City of Carson and RRM Design Group.
2. AUTHORIZE the Mayor to execute Amendment No. 2 to the Agreement for the Contract Services upon approval as to form by the City Attorney.

#### **III. ALTERNATIVES**

TAKE another action City Council deems appropriate.

#### **IV. BACKGROUND**

In September 2015, the City Council approved an Agreement with RRM Design Group to provide architectural review services for the Planning Division (Exhibit No. 1).

Originally, when the Contract was amended it was for the purpose of providing design review services to the Commercial Improvement Program applicants, just as the Contractor does for Planning projects. However, it was determined that it would be particularly beneficial for RRM to guide applicants by providing design assistance, as the selection of an architect and scoping a project is the biggest hurdle for applicants. This work is charged to the CDBG program or is paid for by the applicant as part of their grant match. The Contractor may provide architectural and landscape architectural assistance to program participants to assist in the development of concept designs and plans for façade improvements, site design improvements related to parking lot and landscaping enhancements, and other property improvements. The basic services will include the preparation of schematic drawings and preliminary designs for commercial and industrial property rehabilitation in accordance with the city's design standards.

Adding design work to a design review contract, however, required certain changes to the indemnity language, requested by the Contract. Those are included in Amendment No. 2.

The City and consultant now seek to amend the original Amendment No. 1 (Exhibit No. 2) to modify the indemnification provision and the Scope of Work set forth in the Agreement (Exhibit No. 3).

#### **V. FISCAL IMPACT**

None.

#### **VI. EXHIBITS**

1. RRM Design Group Contract effective September 1, 2015. (pgs. 3-22)
2. Amendment No. 1 (pgs. 23-30)
3. Amendment No. 2 (pgs. 31-38)

Prepared by: Debra Scott, Housing Rehabilitation Financial Counselor