

**CITY OF CLOVERDALE  
CITY COUNCIL  
RESOLUTION NO. 024-2019**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CLOVERDALE AUTHORIZING THE CITY MANAGER TO EXECUTE THE THIRD AMENDMENT TO THE PROFESSIONAL SERVICES AGREEMENT WITH ROYSTON, HANAMOTO, ALLEY & ABEY, INC. TO DEVELOP A MASTER PLAN FOR SECOND STREET CITY PARK AND AMENDING THE 2018-19 BUDGET**

**WHEREAS**, the City Council identified intense usage and deferred maintenance with Second Street City Park; and

**WHEREAS**, the City Council appointed an Ad-hoc Committee to address issues associated with Second Street City Park; and

**WHEREAS**, the Ad-hoc Committee recommended, and City Council engaged the services of Royston, Hanamoto, Alley & Abey, Inc. to develop and refine design concepts for the Second Street City Park improvements; and

**WHEREAS**, Royston, Hanamoto, Alley & Abey, Inc. prepared and presented a design concepts for the Second Street City Park improvements; and

**WHEREAS**, City Council and Ad-hoc Committee reviewed the design concepts and consented to a preferred concept for the Second Street City Park improvements; and

**WHEREAS**, City Council recommended advancing the study of the Second Street City Park improvements by producing a Master Plan; and

**WHEREAS**, a First Amendment was authorized for the contract with Royston, Hanamoto, Alley & Abey, Inc. for additional scope of services related to the preparation of the Second Street City Park Master Plan with a not-to-exceed compensation of \$28,235 (an increase of \$20,255); and

**WHEREAS**, a Second Amendment was authorized for the contract with Royston, Hanamoto, Alley & Abey, Inc. for additional scope of services related to incorporating a proposed water basin as part of the Downtown Drainage Improvement Project into the Second Street City Park Master Plan with a not-to-exceed compensation of \$39,194 (an increase of \$8,370); and

**WHEREAS**, at the request of City Council, Royston, Hanamoto, Alley and Abey, Inc. prepared and presented to City Council an overview of the final master plan results; and

**WHEREAS**, Royston, Hanamoto, Alley & Abey, Inc. submitted a detail scope work and cost proposal to the City of Cloverdale for Professional Services for the additional scope of services related to a final presentation to City Council; and

**WHEREAS**, the Professional Service Agreement, Payment Terms and Not to Exceed Amount for Royston, Hanamoto, Alley & Abey, Inc. is amended from \$39,194 to \$43,519 (an increase of \$4,325 for professional services), which will be funded by the General Fund.

**NOW, THEREFORE, BE IT RESOLVED** that the Cloverdale City Council authorizes the City Manager to


1. Execute Amendment No. 3 to the professional services agreement between Royston, Hanamoto, Alley & Abey, Inc. and the City of Cloverdale for the additional scope items related to the Council meeting presentation of the final Master Plan for the Second Street City Park in an amount of \$4,325.

2. Amend the Fiscal Year 2018-19 budget for the Parks Department, general fund, expenditure account for Professional Services (100-40-404-42135-000), increasing it by \$4,325 which will reduce the unencumbered fund balance.

It is hereby certified that the foregoing Resolution No. 024-2019, was duly introduced and adopted by the City Council of the City of Cloverdale at its regular meeting held on the 27th day of March 2019, by the following roll call vote: Ayes-5; Noes-0; Absent-0; Recuse-0).

Ayes: Councilmember Brigham, Vice Mayor Wolter, Councilmember Cruz, Councilmember Turner, and Mayor Bagby  
Noes: None  
Absent: None  
Recuse: None

Approved:

  
\_\_\_\_\_  
Melanie Bagby, Mayor

Attested:

  
\_\_\_\_\_  
Linda Moore, Deputy City Clerk

Attachments:

Exhibit A – Royston, Hanamoto, Alley & Abey, Inc. Contract Amendment and Scope of Services for Additional Services for Second Street City Park Master Plan preparation.





**Cloverdale 2nd Street City Park**  
1/29/2019



**FEE SUMMARY**

Task 1	Add service #3- City Council Presentation	\$4,325
	<b>TOTAL FEE</b>	<b>\$4,325</b>
	Estimated reimbursable expenses - 5% of total fee	\$216
	<b>TOTAL (including reimbursables)</b>	<b>\$4,541</b>

	Principal	Project manager	Designer
	\$235	\$160	\$135

**Task 1 Add Service #3: City Council Presentation**

1.0	Revision to Master Plan (one additional submittal)			
1.2	Develop presentation for City Council (one round of revisions)			
1.3	Attend and present Park Master Plan to City Council (plus travel)			
		<b>Hours</b>	<b>7</b>	<b>10</b>
		<b>Fees</b>	<b>\$1,645</b>	<b>\$1,600</b>
				<b>\$1,080</b>
	<b>Total Task 1: Add service</b>		<b>\$4,325</b>	

**The following additional services are available if needed but not included in the above proposal:**

- 1 Additional rendered presentation plans
- 2 Additional rendered 3-d perspectives
- 3 Additional meetings or submittals beyond those listed above
- 4 3D Fly-over / video
- 5 Assistance with permitting and entitlements beyond what is indicated above
- 6 Additional design tasks as requested by owner

**Assumptions:**

- 1 The scope of work is limited to the tasks listed above.
- 2 Fees include meetings and presentations as shown. Additional meetings will be considered extra services.
- 3 Fees include submittals as shown. Additional submittals will be considered extra services.
- 4 Submittals will consist of one electronic set and up to one hard copy set (if requested)
- 7 Significant changes to the approved preliminary design will be considered extra services.
- 9 Structural engineering of any trellises, walls and other site elements not included.
- 10 Art feature selection and coordination not included.
- 11 Environmental studies, CEQA, review or reports not included.
- 12 Entitlements processing, meetings, and applications other than those listed above not included.
- 13 Grant applications only include (1) rendered plan and (1) written paragraph explaining project narrative.
- 14 Design models, videos, or other 3D presentation tools not included, except as listed above.
- 15 Site lighting and photometrics not included (by others).
- 16 Signage not included (by others).
- 17 Autocad base drawing with topographic survey shall be provided to RHA.A.
- 18 Civil engineering drawings for utility coordination not included (by others).
- 19 Demolition plan & specs not included (by others).
- 20 Architectural services will be billed t&m and not to exceed.

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