



**Contra
Costa
County**

To: Board of Supervisors
From: Brian M. Balbas, Public Works Director/Chief Engineer
Date: April 26, 2022

Subject: APPROVE and AUTHORIZE the Public Works Director, or designee, to execute a contract amendment with A.S. Dutchover, Countywide.

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Public Works Director, or designee, to execute a contract amendment with A.S. Dutchover (dba Dutchover & Associates) to extend the term from March 31, 2022 through September 30, 2022 and increase the payment limit by \$100,000 to a new limit of \$350,000, for continued on-call landscape architect services, Countywide.

FISCAL IMPACT:

100% Special Revenue Funds.

BACKGROUND:

The Public Works Department is involved in the development and review of landscape improvement projects throughout the County. As part of this regular work, consultant services are required to augment Public Works staff and provide special technical assistance on an on-call basis. These services include the managing, inspecting and overseeing of developer and County landscape projects, as well as performing the duties of a landscape designer, landscape architect, landscape plan checker, landscape construction field inspector, grounds and facilities inspector and/or playground safety inspector. The consultant will be involved in projects primarily for areas within the Countywide

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY
ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **04/26/2022** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: John Gioia, District I Supervisor
Candace Andersen, District II Supervisor
Diane Burgis, District III Supervisor
Karen Mitchoff, District IV Supervisor
Federal D. Glover, District V Supervisor

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: April 26, 2022

Monica Nino, County Administrator and Clerk of the Board of Supervisors

By: Stacey M. Boyd, Deputy

Contact: Rochelle Johnson
(925) 313-2299

Landscaping District (LL-2) and County Service Areas (CSAs).

BACKGROUND: (CONT'D)

Extending this contract will allow Public Works to complete the contracting solicitation and award process for landscape architects. This amendment will allow current and planned work to continue uninterrupted.

On March 27, 2018, the Board approved a Consulting Services Agreement (contract) with A. S. Dutchover & Associates (dba Dutchover & Associates) in the amount of \$250,000 for the period April 1, 2018 through March 31, 2021 for on-call landscape architecture services.

On May 23, 2021, the Board approved an amendment with Dutchover & Associates to extend the term from March 31, 2021 through March 31, 2022, with no change to the contract payment limit. The contract being amended incorrectly listed a termination date of March 31, 2023.

The purpose of this Board order is to: Clarify that the incorrect termination date was listed on the contract amendment; extend the parties intended contract termination date from March 31, 2022 through September 30, 2022; and increase the payment limit by \$100,000 to a new payment limit of \$350,000.

CONSEQUENCE OF NEGATIVE ACTION:

Without the approval of the Board of Supervisors to amend the contract, there may be delays in the implementation of landscape improvements within various special districts in the County, and a delay in approval of right of way landscape improvements in private developments.