



## COUNCIL REPORT

**DATE:** May 13, 2025

**CATEGORY:** Consent

**DEPT.:** Public Works

**TITLE:** **Villa-Chiquita Park, Project 21-61—  
Professional Services Agreement**

### **RECOMMENDATION**

Authorize the City Manager or designee to amend the professional services agreement with SSA Landscape Architects, Inc., a California corporation (Entity No. 1819543), for Villa-Chiquita Park, Project 21-61, to add \$53,400 for additional services, for a total not-to-exceed amount of \$298,400.

### **BACKGROUND AND ANALYSIS**

The 0.39-acre park site located on Villa Street, at the Chiquita Avenue intersection, was dedicated to the City for park use by the 1720 Villa Street development project. On [January 25, 2022](#), Council authorized a professional services agreement with SSA Landscape Architects (SSA) for the design phase of the park. On [June 13, 2023](#), Council made environmental findings and approved the conceptual plan, as recommended by the Parks and Recreation Commission (PRC), and selected “Villa-Chiquita Park” as the name.

On [May 14, 2024](#), Council approved the recommended public art, which consists of colorful powder-coated aluminum stars and images from the local Mexican-American community social Club Estrella, to be attached to the backrest of the park’s concrete seat walls.

On [June 25, 2024](#), Council appropriated \$440,630 of Park Land Dedication funds to the project, approved the plans and specifications, and authorized the City Manager or designee to award a construction contract to the lowest responsive responsible bidder if the bid was within the project budget of \$2,590,630 for the project.

During the design process, the following scope items were added to the project:

- “All-electric” park maintenance features via the addition of electric charging stations and storage locker for electric park maintenance equipment.

- Incorporation of the approved public art elements into park design. Includes added structural design fees for revising original concrete seat walls to include concrete backs for mounting aluminum art panels.
- Addition of playground structural calculations package.
- Addition of historical signage with information about Club Estrella.

In addition, as part of finalizing the design process, the estimated project cost significantly increased above the available budget. Staff worked to identify cost-savings measures and revise the plans and specifications accordingly. These changes resulted in savings in line with the project budget while still being consistent with Council-approved conceptual design. This additional effort extended the project schedule design phase.

The added scope items listed above required increased project coordination and design fees using the contract contingency. The contingency has been exhausted and staff recommends replenishing the contingency to provide for additional services that may be required during the construction phase. The fee for the additional design services is \$28,400, and staff recommends an additional \$25,000 allowance for future additional services for a total increase to the SSA agreement of \$53,400 and a total not-to-exceed amount of \$298,400. This fee is consistent with such services, and staff considers the fee to be fair and reasonable for the scope of work required.

### **Next Steps**

The design will be finalized and advertised for construction bids in May 2025. Following a successful bidding process within the project budget, construction is estimated to begin in fall 2025 and be completed by spring 2026.

### **FISCAL IMPACT**

Villa-Chiquita Park, Project 21-61, is funded with \$2,590,630 from the Park Land Dedication Fund.

An amendment to the SSA contract is needed to cover additional design scope and replenish the contract contingency. Should Council approve the recommended action, the professional services agreement fee, with the inclusion of recommended amendment of \$53,400, is \$253,400 for basic services and reimbursable expenses, and a contingency of \$45,000 for a total not-to-exceed amount of \$298,400. The project budget has sufficient funds for the recommended action; no additional appropriation is requested at this time.

### **LEVINE ACT**

California Government Code Section 84308 (also known as the Levine Act) prohibits city officials from participating in any proceeding involving a “license, permit, or other entitlement for use” if the official has received a campaign contribution exceeding \$500 from a party, participant, or agent of a party or participant within the last 12 months. The Levine Act is intended to prevent financial influence on decisions that affect specific, identifiable persons or participants. For more information see the Fair Political Practices Commission website: [www.fppc.ca.gov/learn/pay-to-play-limits-and-prohibitions.html](http://www.fppc.ca.gov/learn/pay-to-play-limits-and-prohibitions.html)

Please see below for information about whether the recommended action for this agenda item is subject to or exempt from the Levine Act.

### **SUBJECT TO THE LEVINE ACT**

☒ Material contract modification or amendment

### **ALTERNATIVES**

1. Do not authorize the amendment adding funding to the professional services agreement with SSA and direct staff to negotiate a different amount.
2. Provide other direction.

**PUBLIC NOTICING**—Agenda posting.

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