



STAFF REPORT

AGENDA NO: 9h

MEETING DATE: November 18, 2024

To: Honorable Mayor and City Council

Date: November 18, 2024

**From: Margaret Glomstad, Director of Parks and Recreation – (650) 558-7307
Rich Holtz, Parks Superintendent/City Arborist – (650) 558-7330**

Subject: Adoption of a Resolution Authorizing the City Manager to Execute Amendment #1 to the Professional Services Agreement with Coastland Civil Engineering, LLP, to Increase the Contract Amount by \$14,634, for a New Total Amount of \$113,634, for the Mills Canyon Slide Repair, City Project No. 86780

RECOMMENDATION

Staff recommends that the City Council authorize the City Manager to execute an amendment to the Contractual Services Agreement with Coastland Civil Engineering, LLP, increasing the contract amount by \$14,634, for a new total amount of \$113,634, for the Mills Canyon Slide Repair, City Project No. 86780.

BACKGROUND

On May 9, 2024, the City of Burlingame entered into a contract with Coastland Civil Engineering, LLP, to provide professional construction management and inspection services for the Mills Canyon Landslide Repair Project. The original contract amount was \$99,000.

Through this contract, the City has produced a high-quality, cost-effective project. The consultant has informed the City of costs, contract change orders, public relations, and construction progress. They have ensured that all project issues have been addressed promptly and that the City's best interests were considered at all times. The services provided through September 2024 included contract oversight, submittals, and special testing.

DISCUSSION

The additional cost of \$14,634 is necessary to see the project to completion. The construction contract required change orders #1-4. Change Order #1 added ten working days to the schedule due to equipment on standby while plans were redesigned to account for the elevation differences between the original plans and the existing site conditions. Change Order #2 added four additional working days due to additional work needed to revise the temporary retaining wall supports and the construction of a three-foot high block wall. Five working days were added to complete the installation of a perforated pipe drain under the valley gutter approved in Change Order #3. Lastly, Change Order #4 included ten additional working days in response to the revised access road

grading and increased erosion control efforts. The addition of these 29 working days resulted in the need for Amendment #1 for the Coastland Civil Engineering professional services contract.

No other changes to the agreement or budget are proposed.

FISCAL IMPACT

There are adequate funds in the CIP project budget for the additional services.

Exhibits:

- Resolution
- Professional Services Agreement with Coastland Civil Engineering, LLP Amendment #1
- Original Professional Services Agreement with Coastland Civil Engineering, LLP