



# City of Sunnyvale

## Agenda Item-No Attachments (PDF)

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### **REPORT TO COUNCIL**

#### **SUBJECT**

Award of Contract to Verde Design Inc. for Professional Design Services for Community Center Grounds Renovations and Enhancement Project (F21-153)

#### **STAFF RECOMMENDATION**

Take the following actions:

- Award a Consultant Services Agreement in substantially the same form as Attachment 1 to the report in the amount not-to-exceed \$1,270,719.00 to Verde Design Inc.;
- Authorize the City Manager to execute the contract when all necessary conditions have been met; and
- Approve a 10% contingency in the amount of \$127,072.00.

#### **BASIS FOR RECOMMENDATION**

A request for proposals (RFP) was posted on DemandStar on June 16 and distributed to multiple California firms. Four (4) proposals were received on July 30, and Verde Design Inc. was selected as the highest-ranked proposer. A detailed scope of work is included in Attachment 1.

#### **ENVIRONMENTAL REVIEW**

The award of the contract to design the proposed renovations of the Community Center grounds is exempt from environmental review under the California Environmental Quality Act (CEQA) pursuant to Section 15262 of the CEQA Guidelines, which exempt projects involving only feasibility or planning studies for possible future actions which the agency has not yet approved. It is anticipated that the community center renovations will be exempt from CEQA under the Class 1, Class 2, Class 3, and Class 4 exemptions for maintenance and replacement of existing facilities and landscaping, reconstruction/renovation of existing structures, and construction of small new structures, with negligible expansion of the existing uses.

#### **FISCAL IMPACT**

Funding for this project is available in Infrastructure Project 830310 - Community Center Grounds Renovation and Enhancement (Project No. PR-21-05). A project budget financial summary is included as Attachment 2.

#### **PUBLIC CONTACT**

Public contact was made by posting the Council agenda on the City's official-notice bulletin board outside City Hall, Sunnyvale Public Library and Department of Public Safety. In addition, the agenda and report are available at the Office of the City Clerk and on the City's website.

Prepared by: Gregory S Card, Purchasing Officer

Reviewed by: Tim Kirby, Director of Finance

Reviewed by: Jaqui Guzmán, Deputy City Manager

Approved by: Kent Steffens, City Manager

### **ATTACHMENTS**

1. Draft Consultant Services Agreement
2. Budget Summary Sheet - 830310 - Community Center Grounds Renovation and Enhancement