



<b>STAFF REPORT</b>	
<b>SUBJECT:</b> Approval of a Professional Services Contract with SSA Landscape Architects for the Burns Valley Sports Complex Project	<b>MEETING DATE:</b> Feb. 16, 2023
<b>SUBMITTED BY:</b> Alan Flora, City Manager	
<b>PURPOSE OF REPORT:</b> <input type="checkbox"/> Information only <input type="checkbox"/> Discussion <input checked="" type="checkbox"/> Action Item	

**WHAT IS BEING ASKED OF THE CITY COUNCIL/BOARD:**

The City Council is being asked to approve a design contract with SSA for the completion of construction documents for the Burns Valley Sports Complex.

**BACKGROUND/DISCUSSION:**

The City of Clearlake has been working on the Burns Valley Sports Complex for over two years. In 2022 the City hired SSA Landscape Architects to complete a conceptual design of the project. This conceptual design has been coordinated with the environmental review process, in order to mitigate any potential impacts. With the environmental process nearly complete, staff would like to proceed with the final design work. The proposed schedule would complete design later this year with construction to being late in 2023 or early 2024. The total fee with all subconsultants would be \$826,383.

**OPTIONS:**

1. Approve the contract and Authorize the City Manager to Sign, and approve up to 10% additional for currently unforeseen project changes.
2. Other direction

**FISCAL IMPACT:**

None  \$826,383 Budgeted Item?  Yes  No

Budget Adjustment Needed?  Yes  No If yes, amount of appropriation increase: \$

Affected fund(s):  General Fund  Measure P Fund  Measure V Fund  Other: 240-4225-850-887

Comments:

**STRATEGIC PLAN IMPACT:**

- Goal #1: Make Clearlake a Visibly Cleaner City
- Goal #2: Make Clearlake a Statistically Safer City
- Goal #3: Improve the Quality of Life in Clearlake with Improved Public Facilities

- Goal #4: Improve the Image of Clearlake
- Goal #5: Ensure Fiscal Sustainability of City
- Goal #6: Update Policies and Procedures to Current Government Standards
- Goal #7: Support Economic Development

**Attachments:**

1. SSA Scope of Work
2. BV Project Timeline