



**TOWN OF LOS GATOS
COUNCIL AGENDA REPORT**

MEETING DATE: 12/06/2022

ITEM NO: 8

DATE: November 21, 2022
TO: Mayor and Town Council
FROM: Laurel Prevetti, Town Manager
SUBJECT: Authorize the Town Manager to Execute a First Amendment to Consultant Services Agreement with KPA Group for Design of Americans with Disabilities Act (ADA) Compliant Restrooms and Human Resources Offices (CIP 821-2117) and ADA Upgrades to Public Restrooms at the Adult Recreation Center (CIP 821-2601) in an Amount of \$40,365 for a Total Agreement Amount Not-to-Exceed \$140,365.

RECOMMENDATION:

Authorize the Town Manager to execute a First Amendment to Consultant Services Agreement with KPA Group for design of Americans with Disabilities Act (ADA) compliant restrooms and Human Resources Offices (CIP 821-2117) and ADA upgrades to public restrooms at the Adult Recreation Center (CIP 821-2601) in an amount of \$40,365 for a total Agreement amount not-to-exceed \$140,365.

BACKGROUND:

The adopted Fiscal Year (FY) 2022/23-2026/27 Capital Improvement Program (CIP) Budget designated funding for design and construction of two projects: ADA Restrooms and HR Offices (CIP No. 821-2117) and ADA Upgrade to Public Restrooms at the Adult Recreation Center (CIP No. 821-2601). A Consultant Services Agreement was executed for the design of these improvements. The compensation for consultant design services is nearly exhausted and the agreed upon design scope has been executed. During the design process, additional ADA requirements were identified.

PREPARED BY: Dan Keller
Facilities & Environmental Services Manager

Reviewed by: Town Manager, Assistant Town Manager, Town Attorney, Finance Director, and Parks and Public Works Director

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DISCUSSION:

During the design process for the Adult Recreation Center ADA Restroom, Civic Center Restrooms, and HR Expansion, additional ADA non-compliant items were identified. These include the addition of an ADA-compliant approach path to the building (parking lot and main entrance) at the Adult Recreation Center and an ADA-compliant shower in the Civic Center Restrooms. The proposed action would increase the compensation to the design consultant to allow for design of the additional improvements needed.

CONCLUSION:

The proposed action would provide funding for the design of ADA compliant facilities to be completed.

FISCAL IMPACT:

Staff time for design and construction of the project is tracked, which allows for accountability in the costs of the project. This project utilizes full-time budgeted staff. Full-time staff is accounted for in the FY 2022/23 Operating Budget.

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FISCAL IMPACT (continued):

FY 2022/23		
ADA Restrooms and HR Offices - CIP No. 821-2117		
ADA Upgrade Public Restrooms - Adult Recreation Building - CIP No. 821-2601		
	Budget	Costs
821-2117		
GFAR	\$600,000	
Total Budget	\$600,000	
Prior Consultant Services		\$65,000
Consultant Services (with this staff report)		\$10,000
Total Expenditures		\$75,000
Available Balance		\$525,000
821-2601		
GFAR	\$183,000	
Grant Funding	\$130,861	
Total Budget	\$313,861	
Prior Services		\$86,882
Consultant Services (with this staff report)		\$30,365
Total Expenditures		\$117,247
Available Balance		\$196,614

ENVIRONMENTAL ASSESSMENT:

This is not a project defined under CEQA, and no further action is required.

Attachments:

1. First Amendment including Original Agreement for Consultant Services