



STAFF REPORT

CITY of YORBA LINDA

PARKS AND RECREATION DEPARTMENT

DATE: JUNE 7, 2022

TO: HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL

FROM: MICHEAL KUDRON, DIRECTOR OF PARKS AND RECREATION
PREPARED BY: JEFF RUTH, RECREATION SUPERINTENDENT

SUBJECT: APPROVAL OF CHANGE ORDER NO. 3 – RJM DESIGN GROUP, INC.,
ADVENTURE PLAYGROUND

RECOMMENDATION

It is recommended that the City Council:

- Approve Change Order No 3 for construction administrative services with RJM Design Group, Inc. (RJM) in the amount of \$30,150.

BACKGROUND

On July 20, 2021, City Council approved the plans and specifications and awarded the contract for the Adventure Playground Renovation project to Lehman Construction. Construction began on September 13, 2021 and is expected to be completed in late fall 2022.

DISCUSSION

RJM was hired by the City of Yorba Linda in 2017 to conduct the Master Plan process for Adventure Playground. Following approval of the Master Plan, City Council approved Amendment No 2 with RJM on August 6, 2019, which revised the scope of services to include professional design, design development, construction documents, and construction administration services and resulted in Change Order No 2 to be approved in the amount of \$562,100. Amendment No 3 with RJM was approved by City Council on April 5, 2022, which extended the timeline of the previous amendment for construction administration services through December 30, 2022.

Change Order No. 3 in the amount of \$30,150 is for additional meetings from February 2022 through the end of the project, which is anticipated to be in the fall of 2022, additional engineering that was required for tower #1 of the elevated playground structure, review of contractor submittals, and coordination of the punch list at the conclusion of the project. The majority of the change order, \$17,550, is for attendance at construction meetings and construction observation on the project site. The contract only specified attendance at 18 meetings, and approximately fifty additional meetings are expected to occur between February 2022 through project completion, for an average cost of \$350 per meeting. Due to the complex nature of this project, attendance at weekly meetings is required to keep the project on track. This change order covers additional meetings from

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February 2022 through the end of the project, which is anticipated to be in the fall of 2022.

FISCAL IMPACT

Change orders of this nature typically do not need City Council approval and are approved through a review by the City Manager. In this case, the original contract with RJM was for the Adventure Playground Master Plan and therefore this change order needs to be approved by City Council because it exceeds 15% of the original contract as identified in Administrative Policy: A-F-5 Purchase, Bidding, and Contracting. Therefore, this change order as well as all future change orders for RJM related to this project will require City Council approval. The contingency budget for the Adventure Playground renovation project is \$915,491 and approximately \$500,000 remains available to accommodate the change order for RJM Design Group in the amount of \$30,150.

Staff anticipates at least one more change order that will be needed for design services. During a recent CASp inspection to review ADA compliance, the CASp inspector noted that the walkway from the entrance to Adventure Playground to Casa Loma does not meet current ADA standards. Due to the topography, some additional design work will be required to be able to make these repairs.

ALTERNATIVES

The City Council may not approve Change Order No 3 and provide direction to staff.

ATTACHMENTS

1. CO No 3 with RJM Design Group, Inc.
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