Resolution 2011-134

Resolution to Approve Amendment #3 to Professional Services Agreement #28700 with LHB, Inc. to Provide Additional Project Design and Management Services up to $15,000 Resulting in a New Contract Total of $160,000

Whereas, The Minneapolis Park and Recreation Board (MPRB) is authorized to contract with public and private entities in the performance of its functions;

Whereas, The Superintendent retained the firm of LHB, Inc. in December 2010 to provide an assessment of the Planning Services Division and to augment the department's project design and management capabilities during a period of transition leading to the hiring of an Assistant Superintendent for Planning Services;

Whereas, The time period of that transition has expanded, and has resulted in the need for continued project design and management services on several significant projects;

Whereas, The Park Board has recently hired a Director of Design and Project Management, and it is desirable to create a transition in project design and management for the new Director;

Whereas, The Superintendent and Assistant Superintendent for Planning Services have determined that LHB, Inc. provides the best options for continued project design and management during this period of transition; and

Whereas, Funds are available to cover the amendment in the approved 2011 Budget;

RESOLVED, That the Board of Commissioners approve amendment #3 to Professional Services Agreement #28700 with LHB, Inc. to provide additional project design and management services up to $15,000.00 resulting in a new contract total of $160,000.00; and

RESOLVED, That the President of the Board and Secretary to the Board are authorized to take all necessary administrative actions to implement this resolution.

Adopted by the Minneapolis Park and Recreation Board

In formal meeting assembled on August 3, 2011

John Erwin, President

Karen Robinson, Secretary

Approved:

R.T. Rybak, Mayor

TO: Planning Committee

FROM: Bruce Chamberlain, Assistant Superintendent for Planning Services

DATE: July 20, 2011

SUBJECT: Resolution to approve amendment #3 to professional services agreement #28700 with LHB, Inc. to provide additional project design and management services up to $15,000 resulting in a new contract total of $160,000

BACKGROUND

LHB, Inc. was retained by the MPRB in December 2010 to assist in assessing the capabilities and directions of the Planning Services Division and to augment staff's capacity for designing and managing various planning projects and park improvement projects. During that time, LHB has provided information intended to create greater accountability for the Planning Services Division's activities and to improve day-to-day oversight and management of projects.

More recently, and particularly since the hiring of an Assistant Superintendent for Planning Services, LHB has been involved in management of park improvement projects and the coordination with other agencies performing work on park properties. The construction projects LHB has been managing are in critical time periods and the organization will benefit with continuity. Also, with the hiring of a Director of Design and Project Management, the need for an extension in LHB's agreement that allows for a more thoughtful and thorough transition in project management has become apparent. The proposed amendment to LHB's Professional Services Agreement will allow for the Planning Services Division to continue to access Michael Schroeder's time and expertise, and to provide for the necessary transition in his duties and project management obligations to the Director of Design and Project Management.

The value of the original agreement with LHB, Inc. was $40,000. Two previous amendments were approved by the Board to allow for the continuation of LHB's services. The current value of their agreement is $145,000.

The Professional Services Agreement with LHB, Inc. and any amendment to the agreement follow the standard form of agreement developed and approved by the Park Board legal counsel.

RELATED BOARD ACTIONS

March 16, 2011	Approval of Resolution 2011-046 to amend Professional Services Agreement #28700 with LHB, Inc. (Amendment Number One, in the amount of $50,000 for a new contract total of $90,000)
May 4, 2011	Approval of Resolution 2011-078 to amend Professional Services Agreement #28700 with LHB, Inc. (Amendment Number Two, in the amount of $55,000 for a new contract total of $145,000)

FUNDING/COST SUMMARY

The costs of amending the Professional Services Agreement with LHB, Inc. are covered from funds within the approved 2011 budget for the Planning Services Division.

RECOMMENDATION

Staff recommends the Board approve amendment #3 to Professional Services Agreement #28700 with LHB, Inc. to provide additional project design and management services up to $15,000 resulting in a new contract amount of $160,000.

ATTACHMENTS

Draft - Amendment #3 to Professional Services Agreement #28700 with LHB, Inc.

Prepared by:	Cliff Swenson, Director of Design and Project Management, Planning Services
Reviewed by:	Bruce Chamberlain, Assistant Superintendent for Planning Services
Approved by:	Jayne Miller, Superintendent