

# City Council Agenda Report

Meeting Date: May 20, 2025  
From: Daniel S. Wall, P.E., Director of Public Works  
Department: Public Works  
Submitted by: Lissette Melendez, Project Engineer

## Subject

Amendment No. 1 to Services Agreement with Architerra Design Group, Contract No. 20240265

## Recommendation

Approve and authorize the City Administrator to execute Amendment No. 1 to the Services Agreement with Architerra Design Group, in substantially the same form as submitted, for landscape architectural services provided for a total amount not-to-exceed \$65,200 (increasing the total contract cost to \$188,130).

## Background

The City of Vernon hosts multiple community events throughout the year in the area in front of City Hall. As events have gained popularity, attendance has reached as many as 600 people. Given the increased community participation in such events, the existing space configuration and landscaping could be improved to better accommodate large public gatherings.

To that end, following a Request for Proposals process, on February 20, 2024, the City Council awarded a Services Agreement to Architerra Design Group (Architerra) to design, produce preliminary plans, cost estimates and present a final conceptual design that addresses all of the City requirements for a welcoming, aesthetically pleasing, and functional Civic Plaza.

Architerra worked with a committee of City staff to develop a design that incorporates hardscape with low maintenance climate-appropriate landscape, an outdoor congregation area with a stage, lighting and sound systems to better accommodate community events and enhance the appearance of City Hall.

On March 18, 2025, Architerra presented the final design to City Council. Based on the final chosen design, this Amendment provides for additional services beyond the original scope of work.

Staff is requesting authority to enter into Amendment No. 1, which maintains all existing terms under the current Agreement and increases the not-to-exceed amount by \$65,200, bringing the total contract amount to \$188,130. Pursuant to Vernon Municipal Code Section 3.32.030(A), City Council approval is required for the proposed amendment as the total value of the contract exceeds \$100,000.

## Fiscal Impact

The fiscal impact is not-to-exceed \$65,200. Sufficient funds are available in General Fund, Public Works Department, Facilities Maintenance, Capital Outlays Account No. 011-040-415-660000 for the current fiscal year.

## Attachments

1. Amendment No. 1 – Architerra Design Group