



# City of Oceanside

300 North Coast Highway,  
Oceanside, California 92054

## Staff Report

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**File #:** 25-897

**Agenda Date:** 8/6/2025

**Agenda #:** 9.

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**DATE:** August 6, 2025

**TO:** Honorable Mayor and City Councilmembers

**FROM:** Development Services Department

**TITLE: AMENDMENT 3 TO THE PROFESSIONAL SERVICES AGREEMENT FOR ARCHITECTURAL AND ENGINEERING DESIGN & ENVIRONMENTAL SERVICES FOR THE CROWN HEIGHTS COMMUNITY RESOURCE CENTER BUILDING**

### **RECOMMENDATION**

Staff recommends that the City Council approve Amendment 3 to the Professional Services Agreement (PSA) with Heritage Architecture & Planning ("Heritage"), in the amount of \$29,100 for a total contract amount not to exceed \$505,248, for additional architectural and engineering design & environmental services of the Crown Heights Community Resource Center Building ("Crown Heights Resource Building"); and authorize the City Manager to execute the amendment.

### **BACKGROUND AND ANALYSIS**

On May 17, 2023, the City Council awarded Heritage Architecture & Planning ("Heritage") a PSA to develop construction documents for the rehabilitation of the Crown Heights Resource Center Building for a not-to-exceed amount of \$453,070.

On June 26, 2024, the City Council approved Amendment 1 to the PSA with Heritage for \$13,500 to incorporate the relocation of the low-voltage/telecommunications system in the construction drawings for a not-to-exceed contract amount of \$466,570.

On September 23, 2024, the City Manager approved Amendment 2 to the PSA with Heritage for \$9,578 to prepare landscaping details into the construction documents for a not-to-exceed contract amount of \$476,148.

Construction activities for the Crown Heights Rehabilitation project began in February 2025. Initial assumptions regarding the existing structural conditions anticipated only localized repairs of the building's concrete structural foundation. As such, the design team conducted limited and restricted structural visits during the design process due to the building being occupied and providing services to the community.

As demolition progressed through March 2025, the building's structural foundation was further exposed, identifying the need for more structural repairs than originally anticipated.

Heritage and its structural engineering consultant provided detailed assessments and recommendations to address the structural components of the building that will require repairs. The updated recommendations provided will require the preparation of additional construction drawings to support the repair work, which is outside of Heritage's current design scope.

Amendment 3 to the PSA with Heritage will provide the architectural and structural details required to address the structural repairs for the building, and maintain progress on the building's rehabilitation. Following the development of additional design details to address the repairs, Fordyce Construction, Inc., the contractor for the project, will require a change order to the original scope. Staff anticipates bringing forward the change order request to City Council for approval at a later Council meeting.

### **FISCAL IMPACT**

Amendment 3 is in the amount of \$29,100 and will be charged to the Crown Heights Rehab account 907196524501.5703.10600 (General Fund) which has an available balance of \$675,241, therefore, sufficient funds are available.

<b>Description</b>	<b>Account</b>	<b>FY2025-26 Amount</b>	<b>FY2025-26 Available Balance</b>
Heritage PSA - Amendment 3	Crown Heights Rehab 907196524501.5703.10600	\$29,100	\$675,241

### **COMMISSION OR COMMITTEE REPORT**

Does not apply.

### **CITY ATTORNEY'S ANALYSIS**

The referenced documents have been reviewed by the City Attorney and approved as to form.

Prepared by: Victor Velasco, P.E. Principal Civil Engineer  
Reviewed by: Darlene Nicandro, Development Services Director  
Submitted by: Jonathan Borrego, City Manager

### **ATTACHMENTS:**

1. Staff Report
2. Amendment 3 to PSA