



STAFF REPORT BOARD OF DIRECTORS MEETING

DATE: April 9, 2018

TO: Honorable Board of Directors

FROM: Paul McCreary, General Manager

SUBJECT: **Approval of Task Order for East Avenue Park Renovation**
Prepared by Meghan Tiernan, Capital Planning and Development Director

EXECUTIVE SUMMARY: The Board will consider approval of a Task Order with Callander Associates to provide professional design service for the East Avenue Park Renovation project.

FINANCIAL IMPACT: The Three-Year Capital Improvement Program 2017-2020 includes Measure F1 Bond funds for the p East Avenue Park project. There are sufficient funds for the proposed design fees for this project.

RECOMMENDATION: Staff recommends the Board of Directors receive a presentation from Staff and approve a Task Order with Callander Associates to provide professional design services for the East Avenue Park Renovation project.

DESCRIPTION OF ITEM:

East Avenue Park is a 27-acre park at 3221 East Avenue in Hayward. The District desires to renovate a 2-acre portion of the park closest to East Avenue including the play area, picnic facilities, basketball court, horseshoe pits, restroom building, parking lot and walkways to improve ADA access, and to upgrade the irrigation controller. The project is anticipated to include tree removal in the renovation area. The open lawn areas, amphitheater, camp facilities, trail system, and maintenance roads are not included in the scope of work.

Staff solicited proposals from qualified firms on the On-Call Landscape Architectural services. On March 27, the District received five proposals. Upon review and comparison of the submittals and proposed fees Staff determined that the proposal received from Callander Associates provides the required expertise and scope of services. Design services include development of design development plans, construction plans and specifications for bid, bid assistance, and construction support services necessary to complete the park.

The existing restroom building will be demolished and replaced with a new prefabricated restroom. An architect has been retained by the District for the restroom scope of the project including demolition of the existing structure and installation of a new prefabricated restroom building. The selected landscape architectural firm will coordinate with the architect for the final location of the restroom building, ADA accessible path of travel, and development of a coordinated set of construction drawings.

Therefore, Staff recommends the Board authorize the General Manager to approve Task Order No. 5 with Callander Associates to provide professional design services for East Avenue Park Renovation (CIP No. 8-032) in the amount of \$157,970.

NOTICING REQUIREMENTS/PUBLIC OUTREACH: n/a

ATTACHMENTS:

1. Task Order No. 5 – East Avenue Park Renovation (CIP No. 8-032)