



Meeting Date: July 15, 2019

Agenda Item: 4.9

Created By: M. Tieman

Approval of Task Orders with Pakpour Consulting Group

Executive Summary:

The Board of Directors will consider approval of two task orders with Pakpour Consulting Group to provide professional project management and construction management services for the Via Toledo Park and East Avenue Park Renovation projects.

Financial Impact:

The Three- Year Capital Improvement Plan 2017-2020 includes funding for the Via Toledo Park project (CIP No. 6-003D) and the East Avenue Park Renovation project (CIP No. 8-032B). Funding is provided for project management and construction management in each project and there are sufficient funds to cover the professional service fees of \$79,800 for Via Toledo Park and \$101,745 for East Avenue Park Renovation.

Staff Recommendation:

Approve two task orders with Pakpour Consulting Group to provide professional project management and construction management services for the Via Toledo Park and East Avenue Park Renovation projects.

Description of Item:

The District has prepared construction documents for the Via Toledo Park and the East Avenue Park Renovation projects. The Capital Planning & Development Department has been working on delivering the capital improvement projects funded by the Measure F1 Bond. In anticipation of future staffing needs the scope of work for the on-call Construction Management agreements included staff augmentation on an as-needed basis.

Pakpour Consulting Group provided proposal for professional project management/construction management services for the bidding and construction phases of the Via Toledo and East Ave Park projects. The scope of services will include providing pre-bid plan review for quality control and construct-ability; acting as the owner's representative for the project ensuring that construction is in compliance with the plans and specifications; acting as liaison between the District, our consultants, and contractors; and reporting directly to the Capital Planning and Development Director. The fee proposal for Via Toledo is 79,800, and \$101,745 for East Avenue Park.

The District has successfully utilized Pakpour staff to serve as the District's project manager and construction manager for the construction phase of both the Hayward Community Gardens and the Edenale Park Renovation projects.

Staff augmentation through the on-call consultant will allow District project management staff to begin the planning and design phase of new capital improvement projects.

ATTACHMENTS:

Description	Upload Date	Type
Pakpour Task Order 4 & 5	7/11/2019	Cover Memo