BOARD OF PUBLIC WORKS
AGENDA ITEM REVIEW REQUEST FORM

Date: 02/19/2026

Name: **Patrick Sherman**   Department of Public Works – Engineering Division

BPW Date: 02/24/2026   Phone Extension: 5601

Required Prior to Submittal to Board

BPW Attorney	X	Attorney Name	
Dept. Attorney	☒	Attorney Name	**Michael Schmidt**
Purchasing	☐		

Check the Appropriate Item Type – *Required for All Submissions*

☐ Professional Services Agreement	☐ Contract	☐ Proposal
☐ Open Market Contract	☐ Amendment/Addendum	☐ Special Purchase, QPA
☒ Bid Opening	☐ Bid Award	☐ Req. to Advertise ☐ Title Sheet
☐ Quote Opening	☐ Quote Award	☐ Reject Bids/Quotes
☐ Proposal Opening	☐ C/O & PCA No. ____	☐ PCA
☐ Chg. Order, No. ____	☐ Traffic Control	☐ Resolution
☐ Other: _____		☐ Ease./Encroach

Required Information

Company or Vendor Name	TBD
New Vendor	☐ Yes ☐ If Yes, Approved by Purchasing ☐ No
MBE/WBE Contractor	☐ MBE Completed E-Verify Form Attached ☐ Yes ☐ WBE ☐ No
Project Name	Seitz Park Reconstruction Phase II
Project Number	125-041
Funding Source	RE TIF
Account No.	PR-00045293
Amount	TBD
Terms of Contract	Public Bid
Special Contract Provisions	
Purpose/Description	*Renovation of river walk between Seitz Park and Howard Park and addition of stairway to Jefferson Bridge.*

For Change Orders Only

Amount of	☐ Increase	$	
	☐ Decrease	($)	
Previous Amount		$	
Current Percent of Change:	Increase	%	
	Decrease	(%)	
New Amount		$	
Total Percent of Change:	Increase	%	
	Decrease	(%)	
Time Extension Amount:			
New Completion Date:			