

BOARD OF PUBLIC WORKS AGENDA ITEM REVIEW REQUEST FORM

Date: 08/04/2026
 Name: Lidya Abreha Department of Public Works – Engineering Division
 BPW Date: 08/11/2026 Phone Extension: 5961

Required Prior to Submittal to Board

BPW Attorney		Attorney Name
Dept. Attorney	☐	Attorney Name _____
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	<u>N/A</u>		
New Vendor	☐ Yes ☐ If Yes, Approved by Purchasing		
	☐ No		
MBE/WBE Contractor	☐ MBE ☐ WBE	Completed E-Verify Form Attached	☐ Yes ☐ No
Project Name	<u>Howard Park Bandshell RFP (CMc)</u>		
Project Number	<u>PROJ00000652</u>		
Funding Source	<u>River East TIF</u>		
Account No.	_____		
Amount	<u>N/A</u>		
Terms of Contract	<u>Lump Sum</u>		
Purpose/Description	<u>Open CMc proposal submissions for the Howard Park Bandshell.</u>		

For Change Orders Only

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