



CITY OF
FORESTPARK

City Council Agenda Item

Subject: Council discussion to approve a Task Order for Precision Planning Inc. to perform General Contractor Procurement and Contract Administration for the Rite Aid Renovation (Grapevine) Project

Submitted By: James Shelby

Date Submitted: May 22, 2024

Work Session Date: June 3, 2024

Council Meeting Date: June 3, 2024

Background/History:

Precision Planning, Inc. (PPI) has completed the design and construction documents to renovate the existing Rite Aid building that will function as a business incubator. The staff is requesting to move forward with General Contractor Procurement and Contract Administration for the project.

The Scope of Work as outlined in the attached Task Order will include but not limited to assistance with issuing the project for public bid, answer bidder questions, attend pre-bid conference and bid opening, check references, and make a recommendation of award of contract.

Once the project begins PPI will oversee the construction of the project and conduct bi-weekly site visits during construction, including photographic field reports. PPI will review and certify General Contractor's pay applications and recommend Issuance of Certificate of Substantial Completion.

Cost: Procurement and Contract Administration \$77,715.00

Budgeted for: Yes No

Financial Impact: The project is funded from CDBG 325-51-4110-54-1201

Action Requested from Council: Approval of a Task Order for Precision Planning Inc. to perform General Contractor Procurement and Contract Administration for the Rite Aid Renovation (Grapevine) Project