



**EAST BAY REGIONAL PARK DISTRICT  
BOARD OF DIRECTORS MEETING  
AGENDA STAFF REPORT**

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<b>DATE</b>	April 1, 2025
<b>TITLE</b>	Authorization to Execute a Professional Services Agreement with Interactive Resources, Inc. in the Amount of \$163,150 for the Develop Service Yard Project No. 173500: Point Pinole Regional Shoreline
<b>DIVISION</b>	Acquisition, Stewardship, and Development
<b>FROM</b>	Ren Bates, Division Lead of Design & Construction Ken Wysocki, Assistant General Manager of Acquisition, Stewardship & Development
<b>APPROVED</b>	Sabrina Landreth, General Manager 

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**RECOMMENDATION**

The General Manager recommends that the Board of Directors of the East Bay Regional Park District (Park District) authorize the execution of a professional services agreement with Interactive Resources, Incorporated of Richmond, California in the amount of \$163,150 for architectural and engineering design services of the Develop Service Yard Project (No. 173500) at Point Pinole Regional Shoreline.

**BACKGROUND**

The Develop Service Yard project proposes to replace the existing service yard at Point Pinole Regional Shoreline with a new facility. The existing facility is an ageing trailer facility with limited utility services (no electrical power). In 2016, the Atlas Road Bridge project created a building pad with utility services for the proposed new service yard facility. The Develop Service Yard project would construct a new Point Pinole service yard, just south of the Atlas Road Staging Area. This new location allows for the removal of the existing service yard facility from the interior of the park.

The Point Pinole Service Yard project requires professional design services to produce 30% design documents. The scope of work will include architectural, mechanical, electrical, plumbing, and civil engineering design services. These documents will be used to secure the initial City of Richmond's Planning Department approval and be used as the basis-of design for the Design/Build procurement bid process.

The intent is to reuse the Dumbarton Quarry Service Yard project design for the proposed new Point Pinole Service Yard project. Nonetheless, adapting the Dumbarton Quarry Service Yard building design to this project will require code revisions and the site plan design will need to be adjusted to fit the Point Pinole site.

**ANALYSIS**

The recommended action to execute a professional services agreement for design documents is necessary to move the Point Pinole Service Yard project forward. The East Bay Regional Park District (Park District) advertised the RFP for professional services on January 9, 2025, with proposals due February 6, 2025. The project was available through the Park District’s online planroom. Four (4) firms responded and Interactive Resources, Inc. was selected by staff based on their qualifications, prior satisfactory service yard projects, as well as submitting the lowest bid.

Accordingly, staff recommends that the Board of Directors authorize the execution of a professional services agreement to Interactive Resources, Inc. for architectural and engineering design services to complete the 30% design documents.

**FISCAL IMPACT**

Funding for this action will come from the Develop Service Yard Project (No. 173500). Total project budget costs for the completion of this service yard project are estimated at \$7 million.

<b>SOURCE OF FUNDS</b>	
Develop Service Yard (173500)	\$ 7,060,000
Encumbrances and Expenditures to date	(171,117)
<b>Total Funds Available</b>	<b>\$ 6,888,883</b>

<b>USE OF FUNDS</b>	
Agreement with Interactive Resources, Inc.	\$ 163,150
<b>Remaining Balance</b>	<b>\$6,725,733</b>

**ATTACHMENTS**

- A. Project Location Map



**EAST BAY REGIONAL PARK DISTRICT  
RESOLUTION NO. 2025 – 04 -  
APRIL 1, 2025**

**AUTHORIZATION TO EXECUTE A PROFESSIONAL SERVICES AGREEMENT  
WITH INTERACTIVE RESOURCES, INC. IN THE AMOUNT OF \$163,150 FOR  
THE DEVELOP SERVICE YARD PROJECT NO. 173500: POINT PINOLE  
REGIONAL SHORELINE**

**WHEREAS**, the 2016 Atlas Road Bridge project at Point Pinole Regional Shoreline created a building pad with utility services for a proposed new service yard facility that would replace the existing service yard and its ageing infrastructure; and

**WHEREAS**, the Point Pinole Service Yard requires professional services to develop 30% design documents to secure the initial City of Richmond's Planning Department approval and be used as the basis-of design for the Design/Build procurement bid process; and

**WHEREAS**, the East Bay Regional Park District (Park District) advertised the RFP for professional services on January 9, 2025, and received four (4) proposals on February 6, 2025; and

**WHEREAS**, Interactive Resources, Inc. was determined to be the most qualified respondent due to being the lowest bid and their experience with service yard projects;

**NOW, THEREFORE BE IT RESOLVED**, that the Board of Directors of the East Bay Regional Park District hereby authorizes the execution of a professional services agreement with Interactive Resources, Inc. of Richmond, California in the amount of \$163,150 to be funded out of the Develop Service Yard Project (No. 173500) at Point Pinole Regional Shoreline as presented to the Board on April 1, 2025; and

**BE IT FURTHER RESOLVED**, that the General Manager is hereby authorized and directed, on behalf of the Park District and in its name, to execute and deliver such documents and to do such acts as may be deemed necessary or appropriate to accomplish the intentions of this resolution.

Moved by Director \_\_\_\_\_, and seconded by Director \_\_\_\_\_, and adopted  
April 1, 2025, by the following vote:

FOR:

AGAINST:  
ABSTAIN:  
ABSENT: