

**METROPOLITAN PARK DISTRICT
OF TACOMA**



AGENDA

**JANUARY 28, 2019
6:00 P.M. MPT HEADQUARTERS
4702 S. 19TH STREET
TACOMA, WA 98405**

**MEETINGS ARE RECORDED AND MAY BE HEARD AT THE
PARK DISTRICT OFFICES UPON REQUEST**

COMMISSIONERS

**AARON POINTER, PRESIDENT
TIM REID, CLERK
ANDREA SMITH
ERIK HANBERG
JESSIE BAINES, JR.**

6:00 P.M. **CALL TO ORDER**

ROLL CALL

FLAG SALUTE

SPECIAL PRESENTATIONS

**PROCLAMATION HONORING DOUG MCARTHUR
PARKS CHAMPION AWARD HONOREES
GREATER METRO PARKS FOUNDATION**

PRESIDENT'S REPORT

STANDING COMMITTEE & COMMISSION REPORTS

2019 COMMITTEE APPOINTMENTS

EXECUTIVE DIRECTOR'S REPORT

REGULAR MEETING

CITIZEN COMMENTS

MINUTES

(5-10) **MINUTES OF THE JANUARY 14, 2018 REGULAR BOARD MEETING**

"Park District meeting sites are accessible to people who require
special accommodations, please contact 305-1091
48 hours prior to the meeting time."



CONSENT AGENDA

- (11-14) **RESOLUTION NO. C5-19:** ACCEPTING \$324,283.54 IN CONTRIBUTIONS FROM THE GREATER METRO PARKS FOUNDATION FOR MULTIPLE METRO PARKS PROJECTS AND PROGRAMS
(Contact: Sandra Eliason, Chief Marketing & Development officer)
- (15-16) **RESOLUTION NO. C6-19:** ACCEPTING \$16,438.80 IN FUNDS FROM THE W.W. SEYMOUR CONSERVATORY FOUNDATION
(Contact: Sandra Eliason, Chief Marketing & Development officer)
- (17-20) **RESOLUTION NO. C7-19:** POINT DEFIANCE ZOO & AQUARIUM PICNIC SHELTER FINAL ACCEPTANCE OF W.S. CONTRACTORS, LLC. CONTRACT 201843Z/BID NO. J2017-28
(Contact: Debbie Terwilleger, Director of Planning & Development)

REGULAR AGENDA

PURCHASING RESOLUTIONS

(Requiring one reading for adoption)

- (21-26) **RESOLUTION NO. P8-19:** AUTHORIZING PURCHASE OF GOODS AND SERVICE FOR METRO PARKS TACOMA
1. WASHINGTON CITIES INSURANCE AUTHORITY (WCIA) FOR PROPERTY, LIABILITY AND AUTO INSURANCE IN THE AMOUNT OF \$688,762.00
(Contact, Erwin Vidallon, Chief Financial Officer)
 2. STATE OF WASHINGTON AUDITORS OFFICE FOR 2019-20 FINANCIAL AUDIT SERVICES IN AN AMOUNT NOT TO EXCEED \$130,000 for 2019/20
(Contact, Erwin Vidallon, Chief Financial Officer)
 3. STATE OF WASHINGTON DEPARTMENT OF ECOLOGY -WASHINGTON CONSERVATION CORP FOR HABITAT RESTORATION AND VEGETATION MANAGEMENT IN AN AMOUNT NOT TO EXCEED \$185,000 FOR 2019/20
(Contact: Marina Becker, Director of Parks & Recreation)

PUBLIC WORKS PURCHASING RESOLUTIONS

(Requiring one reading for adoption)

- (27-30) **RESOLUTION NO. PW9-19:** POINT DEFIANCE ZOO & AQUARIUM SEAWATER SUPPLY IMPROVEMENTS CHANGE ORDER NO. 6 CONTRACT 2017146Z McClURE and SONS, INC. BID NO. J2017-15
(Contact: Debbie Terwilleger, Director of Planning & Development)
- (31-34) **RESOLUTION NO. PW10-19:** AUTHORIZATION FOR CHANGE ORDER NO. 10 WITH TURNER CONSTRUCTION COMPANY FOR THE AQUARIUM PROJECT AT POINT DEFIANCE ZOO & AQUARIUM
(Contact: Debbie Terwilleger, Director of Planning & Development)

- (35-38) **RESOLUTION NO. PW11-19:** AUTHORIZING A CONTRACT AMENDMENT NO 1 TO ARTIST MARY COSS FOR COMMISSIONING OF ART
(Contact: Debbie Terwilleger, Director of Planning & Development)

- (39-42) **RESOLUTION NO. PW12-19:** POINT DEFIANCE ZOO & AQUARIUM ASIA FOREST SANCTUARY IMPROVEMENTS CONTRACT AWARD PACIFIC EARTH WORKS, INC. BID NO. J2018-24
(Contact: Debbie Terwilleger, Director of Planning & Development)

- (43-46) **RESOLUTION NO. PW13-19:** POINT DEFIANCE MARINA FACILITY MAJOR RENOVATIONS RFQ #J2015-12 CONTRACT AWARD TO BERGER ABAM
(Contact: Debbie Terwilleger, Director of Planning & Development)

SINGLE READING RESOLUTIONS

(Requiring one reading for adoption)

- (47-48) **RESOLUTION NO. R14-19:** MEEKER MIDDLE SCHOOL MULTIPURPOSE FIELD DEVELOPMENT; APPROVING AN INTERLOCAL AGREEMENT WITH TACOMA SCHOOL DISTRICT AND CAPITAL FUNDING ALLOCATION FOR NEW ELECTRICAL LIGHTING CONDUIT
(Contact: Debbie Terwilleger, Director of Planning & Development)

SECOND READING RESOLUTIONS

(Requiring two readings for adoption)

- (49-51) **RESOLUTION NO. RR4-19:** ACCEPTING THE SWAN CREEK MASTER PLAN UPDATE (LISTER UPLANDS)
(Contact: Debbie Terwilleger, Director of Planning & Development)

FIRST READINGS:

(Requiring two readings for adoption)

UNFINISHED BUSINESS

NEW BUSINESS

BOARD COMMENTS

EXECUTIVE SESSION PERSONNEL

ADJOURNMENT

UPCOMING BOARD MEETINGS

January 30, 2019	Capital Improvement Committee	5:00 PM	Park Headquarters
February 11, 2019	Regular Park Board Meeting	6:00 PM	Park Headquarters
February 13, 2019	Capital Improvement Committee	5:00 PM	Park Headquarters

* Committee Meetings are subject to change - please check the Metro Parks Website, www.metroparkstacoma.org for the most up to date meeting schedules.





**MINUTES OF REGULAR MEETING
BOARD OF PARK COMMISSIONERS
January 14, 2019**

PRESENT: Andrea Smith, President
Aaron Pointer, Clerk
Tim Reid
Erik Hanberg
Jessie Baines

IN THE CHAIR: Andrea Smith

PLACE: 4702 South 19th Street

FLAG SALUTE: Commissioner Smith

MOMENT OF SILENCE: There was a brief moment of silence in honor of former Park Board Commissioner Dr. Richard Moe.

STUDY SESSION SWAN CREEK MASTER PLAN

Debbie Terwilleger began the presentation by noting this is an update to the plan adopted in 2011. She noted since that time lots has changed in the area. This plan update process is being used to see if elements of the 2011 plan still apply especially to the upland areas in the park. Ms. Terwilleger stated the plan was reviewed by the CIC on November 28, 2018. Project manager Kristi Evans commented that the plan is being funded by a land and water conservation grant and the 2014 bond funds.

Deb Guenther and Amy Lindermuth with Mithun were then introduced. Ms. Guenther gave a quick overview of the process including meetings with the steering committee, community outreach and engagement with the neighborhood that all began in April 2018. Mithun indicated that the goal of the update to the plan is to maintain the existing tree canopy and clearings, celebrate the site history and improve way-finding and neighborhood connections.

A site map of the uplands was then reviewed. Mithun shared that the upland areas being improved are categorized by size and represented by the terms *porches, yards and blocks* as a way of honoring the former uses of the park site. It was noted that a traffic garden, off-leash area, orchards, picnic shelters and outdoor classroom, improved way-finding and improved trail connections are the main features being introduced in this plan update.

Staff commented that construction is scheduled to begin phase 1 improvements in April 2020. Commissioner Hanberg commented that he wants to make sure tree loss is minimal. Mithun stated that the plan is reflective of programming that avoids tree loss. Commissioner Hanberg also noted some concern about the location of the traffic garden as it relates to parking. Staff and the consultant team stated that they have met on site with the steering committee to address that possible concern and the steering committee indicated they are satisfied with the location. Commissioner Pointer inquired as to plan implementation cost. Staff indicated \$12M (minus traffic garden).

REGULAR MEETING

The regular meeting of the Metropolitan Park District Board of Park Commissioners was called to order by Commissioner Smith at 6:00p.m.

FINAL NOMINATIONS & VOTING FOR BOARD OFFICERS

Commissioner Pointer was nominated at the December 10th meeting for the position of Board President. Being no additional nominations the question was called and Commissioner Pointer was elected as Board President.

Commissioner Reid was nominated at the December 10th meeting for the position of Board Clerk. Being no additional nominations the question was called and Commissioner Reid was elected as Board Clerk.

SPECIAL PRESENTATIONS None**PRESIDENTS REPORT**

President Smith commented that she recently attend the Tacoma Public Schools celebration in honor of reaching 89% graduation rate.

STANDING COMMITTEE AND COUNCIL REPORTS**Business and Responsive Agency Advisory Council**

Commissioner Baines commented that at the last meeting the council discussed their 2019 work plan. The council will be focusing on DEI efforts, Swan Creek Master Plan, Meadow Park Golf Course and the four community centers.

Joint Municipal Action Committee

Commissioner Baines commented that the Committee met last Friday. Port Commissioner Claire Petrich was elected as chair. Further nominations for Vice Chair will be held at the February meeting. Representatives from Sound Transit attended the meeting updating the committee on the Lincoln extension and the Tacoma Dome extension.

Active Lifestyles & Community Wellness Advisory Council

Commissioner Reid commented that the council met on December 13th. Discussion focused around that 2019 work plan including continuation of a parks audit, Titlow Park Master Plan and review of new membership applications.

Nature & Environment Advisory Council

Commissioner Hanberg commented that the council discussed their 2019 work plan which will include a focus on natural areas, Titlow Park and climate change.

EXECUTIVE DIRECTOR'S REPORT

Executive Director, Shon Sylvia commented on the following:

- Staff continues clean up after wind storm damage from last weekend.
- The water main break at Point Defiance is being addressed and repairs are scheduled to be finished by the end of the month.
- City Council will be voting on the Marine Park/Jack Tanner Park name change at their council meeting on Tuesday, January 15th.

CITIZEN COMMENTS

Hannah Miner representing the Puyallup Watershed Initiative spoke in favor of the Swan Creek Master Plan.

MINUTES OF THE DECEMBER 10, 2018 REGULAR BOARD MEETING

Commissioner Hanberg moved to adopt the minutes as presented; seconded by Commissioner Pointer and passed on a vote of 5-0.

CONSENT AGENDA**RESOLUTION NO. C1-19: APPROVAL OF WARRANTS CLAIM FUND FOR DECEMBER 2018**

Commissioner Hanberg moved to adopt the consent agenda as presented; seconded by Commissioner Pointer and passed on a vote of 5-0.

PURCHASING RESOLUTIONS**RESOLUTION NO.P2-19: AUTHORIZING PURCHASE OF GOOD AND SERVICES FOR METRO PARKS TACOMA**

- 1.TYLER TECHNOLOGIES, INC, MUNIS DIVISION FOR SOFTWARE MAINTENANCE, TECHNICAL SUPPORT, AND OTHER SERVICES AS REQUESTED FOR 2019-20 IN AN AMOUNT NOT TO EXCEED \$345,000
2. ACTIVE NET FOR RECREATION MANAGEMENT & POS SOFTWARE SERVICE FEES FOR 2019-20 IN AN AMOUNT NOT TO EXCEED \$160,000
- 3.PISCES SEAFOOD FOR VARIOUS SEAFOOD (ANIMAL FOOD) IN THE AMOUNT OF \$92,467.00
- 4.ATLANTIC PACIFIC SEAFOOD FOR VARIOUS SEAFOOD (ANIMAL FOOD) IN THE AMOUNT OF \$78,754.20
- 5.LAKES O'LAKES PURINA FOR ANIMAL FEED IN THE AMOUNT OF \$57,000
- 6.PIERCE COUNTY SECURITY FOR SECURITY SERVICES FOR PARKS AND FACILITIES FOR 2019-20 IN AN AMOUNT NOT TO EXCEED \$158,000

Commissioner Hanberg moved to adopt the resolution, seconded by Commissioner Pointer.

Erwin Vidallon commented that the Munis software is for the District's financial transaction processing including general ledger, budgeting, accounts payable, purchasing, accounts receivable, payroll and personnel management. He also commneted that the District also plans to purchase two new modules; one to digitize financial records and one for automating and managing employee time entry and scheduling.

There was staff and board discussion about using 2014 bond funds (technology category) to purchase these two new modules. Commissioner Hanberg commented that the feels these do not fit appropriately in that category.

Mr. Vidallon commented that the Active Net item is for all recreation management and POS operations at the District. This expenditure also includes the purchase of two new modules to improve customer support and private lesson registrations.

Alan Varsik commented that Pisces Seafood, Atlantic Pacific Seafood, Lakes O'Lakes are animal food purchase for the Zoo and NW Trek.

Marina Becker commented that Pierce County Security has been working for the District since 2015. An RFP was issued in 2018 with only one bid proposal. This contract will be for 2019-20 with the option to renew for two 1-year contracts.

Being no additional comments the question was called and the resolution passed on a vote of 5-0.

PUBLIC WORKS PURCHASING RESOLUTIONS

RESOLUTION NO. PW3-19 : POINT DEFIANCE OWEN BEACH IMPROVEMENTS CONTRACT AMENDMENT #2 TO SITEWORKSHOP

Commissioner Hanberg moved to adopt the resolution; seconded by Commissioner Pointer.

This resolution was reviewed by the CIC on December 19th. Debbie Terwilleger stated amendment #2 will allow for design development plans, contract design documents, permitting services and contract administration for architectural works that was not in the original agreements for improvements at Owen Beach.

Being no additional comments the question was called and resolution passed on a vote of 5-0.

SINGLE READING RESOLUTIONS None

SECOND READINGS RESOLUTIONS None

FIRST READING RESOLUTIONS

RESOLUTION NO. RR4-19: ACCEPTING THE SWAN CREEK MASTER PLAN

Commissioner Hanberg moved to adopt the resolution; seconded by Commissioner Pointer.

Debbie Terwilleger commented that staff has made notes of the Boards questions and concerns during tonight's study session.

Commissioner Smith requested a full copy of the plan be forwarded to Board members.

Kristi Evans briefly addressed the elements that will be addressed and funded through grant funding.

Commissioner Hanberg requested that staff give some thought to future overnight camping amenities in this plan.

Staff shared that only phase 1 improvements identified in the plan are currently funded. Currently there is no funding for the additional phases

Board members requested time on the retreat agenda for additional discussion of this plan. Second reading is scheduled for January 28th.

UNFINISHED BUSINESS None

NEW BUSINESS None

BOARD COMMENTS:

Commissioner Reid thanked Commissioner Smith for her service as Park Board President for the last two years.

Commissioner Reid inquired about the restroom improvements at the Conservatory. Staff commented that completion is scheduled about three weeks out.

Commissioner Pointer commented that Board and staff will need to discuss the future parking options at Point Defiance now that Point Ruston is charging for parking.

ADJOURN:

Being no further business, the meeting was adjourned at 6:43p.m.

APPROVED:

President

Clerk

Submitted by: Jennifer Bowman, Board Secretary





MEMORANDUM

TO: Board of Park Commissioners

FROM: Shon Sylvia, Executive Director

SUBJECT: **Accepting 2018 Year-End Funds from Greater Metro Parks Foundation for various programs and projects**

DATE: January 22, 2019

EXECUTIVE SUMMARY: A resolution is requested to accept funds from the Greater Metro Parks Foundation (GMPF), the second of two 2018 fund distributions. GMPF made its first distribution of \$117,026.60 to Metro Parks in August 2018. This year-end 2018 fund distribution is to support the following Metro Parks Tacoma programs and projects:

Parks & Recreation Department

Arts Programs	\$ 2,775.00
Elementary Sports	\$ 17,952.24
Memorials	\$ 7,965.47
Nature Education	\$ 231.25
Recreation Events	\$ 11,000.00
Scholarships - Recreation	\$ 4,835.59
Specialized Recreation – Lane Talmadge Fund	\$ 1,038.00
Specialized Recreation – Holiday Cruise	\$ 2,154.75
Wapato Hills Playground Improvements	\$ 20,185.79
Eastside Community Center Lease & Operations Contribution	\$ 210,565.65
Eastside Youth Programming Contribution	<u>\$ 44,176.53</u>
	\$ 322,880.27

BACKGROUND: The Greater Metro Parks Foundation is a private, nonprofit organization that has been serving the Tacoma area since 1991. The mission of the Greater Metro Parks Foundation is “Inviting you to build a healthier, more vibrant community by investing in people and parks”. The Greater Metro Parks Foundation is comprised of a group of community board volunteers that are guided by MPT professional resource development staff, who are all committed to improving parks and recreation in our community.

Metro Parks Tacoma staff members from Parks and Recreation play an active role in raising funds with the Resource Development Office and the Greater Metro Parks Foundation to benefit Metro Parks Tacoma. Support from MPT program and project staff is vital to the success of private philanthropy.

The Greater Metro Parks Foundation distributes funds to Metro Parks Tacoma semiannually after completion of the specifically earmarked programs.

FISCAL IMPACT: Metro Parks Tacoma will accept \$ 322,880.27. The total contributed funds from Greater Metro Parks Foundation for 2018 is **\$439,906.87**.

ADDITIONAL INFORMATION: For additional information, please contact Sandra Eliason, Chief Marketing & Development Officer at 253-305-1016.

METROPOLITAN PARK DISTRICT OF TACOMA

RESOLUTION NO. C5-19

**ACCEPTING \$324,283.54 IN CONTRIBUTIONS FROM
THE GREATER METRO PARKS FOUNDATION
FOR MULTIPLE METRO PARKS PROJECTS AND PROGRAMS**

WHEREAS, the Greater Metro Parks Foundation was established to promote financial support for Metro Park’s programs, services and projects conducted by Metro Parks; and

WHEREAS, the Greater Metro Parks Foundation desires to provide Metro Parks Tacoma with a year-end disbursement of \$322,880.27 in contributed funds for the following programs and projects:

<u>Parks & Recreation Department</u>	
Arts Programs	\$ 2,775.00
Elementary Sports	\$ 17,952.24
Memorials	\$ 7,965.47
Nature Education	\$ 231.25
Recreation Events	\$ 11,000.00
Scholarships - Recreation	\$ 4,835.59
Specialized Recreation – Lane Talmadge Fund	\$ 1,038.00
Specialized Recreation – Holiday Cruise	\$ 2,154.75
Wapato Hills Playground Improvements	\$ 20,185.79
Eastside Community Center Lease & Operations Contribution	\$ 210,565.65
Eastside Youth Programming Contribution	<u>\$ 44,176.53</u>
	\$ 322,880.27

Now, therefore, be it

RESOLVED by the Board of Park Commissioners that the Metropolitan Park District of Tacoma accepts the cash contributions of \$322,880.27 from the Greater Metro Parks Foundation.

The forgoing resolution was adopted by the Board of Park Commissioners of the Metropolitan Park District of Tacoma at a regular meeting held on _____ 2019.

President

ATTEST:

Secretary

Clerk





MEMORANDUM

TO: Board of Park Commissioners

FROM: Shon Sylvia, Executive Director *Shon Sylvia*

SUBJECT: **Accepting 2018 Membership Revenue Share and Annual Fundraising Commitment from W.W. Seymour Conservatory Foundation**

DATE: January 22, 2019

EXECUTIVE SUMMARY: A resolution is requested to accept funds from W.W. Seymour Conservatory Foundation. This year-end 2018 fund distribution is made in accordance with the Memo of Understanding that Metro Parks Tacoma has with the W.W. Seymour Conservatory Foundation regarding a revenue split for Conservatory Foundation memberships and an annual fundraising commitment towards Conservatory operating expenses. The Memo of Understanding includes a membership revenue split as a revenue sharing opportunity for Metro Parks Tacoma in conjunction with fees for the Conservatory collected in 2018.

Memberships (25% of total memberships sold)	\$ 3,148.75
Annual commitment for Operating Expenses (as per MOU)	\$ 1,000.00
Education Programs	\$ 12,290.05
	<u>\$ 16,438.80</u>

BACKGROUND: The WW. Seymour Conservatory Foundation is a private, nonprofit organization that has been serving the Seymour Conservatory since 1996. The WWSCF board supports the horticultural and educational vision of the Conservatory, ensuring that future generations will continue to enjoy the unparalleled oasis for discovery, enjoyment and appreciation that the Seymour Conservatory offers. WWSCF maintains the “Friends of the Conservatory” memberships, fundraises for special Conservatory projects and programs, and encourages interest and investment in the Conservatory and its offerings through events, grants and individual donations. WWSCF consists of a group of community volunteers, guided by MPT professional resource development staff, who are committed to improving parks and recreation in our community.

FISCAL IMPACT: Metro Parks Tacoma will accept \$16,438.80.

ADDITIONAL INFORMATION: For additional information, please contact Sandra Eliason, Chief Marketing & Development Officer at 253-305-1016.

METROPOLITAN PARK DISTRICT OF TACOMA

RESOLUTION NO. C6-19

**ACCEPTING \$16,438.80 IN FUNDS FROM
THE W.W. SEYMOUR CONSERVATORY FOUNDATION**

WHEREAS, the W.W. Seymour Conservatory Foundation was established to promote financial support for the Metro Parks W.W. Seymour Conservatory and its programs, services and projects; and

WHEREAS, the W.W. Seymour Conservatory Foundation desires to provide Metro Parks Tacoma with a 2018 year-end disbursement of \$16,438.80:

Memberships (25% of total memberships sold)	\$ 3,148.75
Annual commitment for Operating Expenses (as per MOU)	\$ 1,000.00
Education Programs	<u>\$ 12,290.05</u>
	\$ 16,438.80

Now, therefore, be it

RESOLVED by the Board of Park Commissioners that the Metropolitan Park District of Tacoma accepts and appropriates the cash contributions of \$16,438.80 from the W.W. Seymour Conservatory Foundation.

The forgoing resolution was adopted by the Board of Park Commissioners of the Metropolitan Park District of Tacoma at a regular meeting held on _____ 2019.

President

ATTEST:

Secretary

Clerk



MEMORANDUM

TO: Board of Park Commissioners

THROUGH: Shon Sylvia, Executive Director *Shon Sylvia*

FROM: Debbie Terwilleger, Director of Planning & Development

SUBJECT: **PDZA Picnic Shelter – Final Acceptance of W.S. Contractors, LLC. Contract #201843Z/Bid #J2017-28**

DATE: January 23, 2019

EXECUTIVE SUMMARY: This resolution authorizes final acceptance of W.S. Contractors, LLC. Contract #201843Z.

CAPITAL IMPROVEMENT COMMITTEE RECOMMENDATION: The Capital Improvement Committee reviewed this resolution at their meeting on January 16, 2019 and recommended forwarding this item on to the full Board for approval.

BACKGROUND: A Scope Definition for PDZA Picnic Shelter was approved by the Capital Projects Group on 1/6/2017 and amendments on 3/31/17 and 1/19/18, with a total project budget of \$558,902.00 earmarked for the PDZA Picnic Shelter Project. This project involved constructing a modern steel-frame prefabricated picnic structure. This structure has the following characteristics:

- Approximately 2,000 square feet of usable space, replacing tents of the same size used in that space currently throughout the visitor season, and constructed on a new ADA accessible concrete slab.
- Ceiling mounted lighting in order to accommodate after hours events.
- Electrical outlets located on support poles of structure
- Color scheme to match the new aquarium where possible (metal roof color, etc.)

A competitive bid announcement was run in December of 2017. Five (5) bids were received, four (4) were considered responsive and the lowest responsive bidder was W.S. Contractors, LLC. Staff is recommending award of the contract to W.S. Contractors, LLC.

The project was inspected by staff and was completed as specified. The final contract amount was \$464,841.58

FISCAL IMPACT: The funds for this project are from the 2014 UTGO Bond Funds, PDZA Misc. Small Capital Improvements.

Point Defiance Zoo & Aquarium Picnic Shelter:

2014 UTGO Bond, PDZA; Misc. Small Caps	\$ 467,750.00
2014 UTGO Bond, PDZA; RS Improvements	\$95,000.00
1% for Art	-\$3,848.00
Total	\$ 558,902.00

Project Budget:

Planning & Design	\$35,024.74
WS Construction(includes tax)	\$464,841.58
Other Misc. Construction Cost	\$7,295.00
FF&E (Equipment)	\$13,550.56
Equip Rental, Landscaping, Bid Services	\$5,627.78
Contingency	\$32,562.34
Total	\$ 558,902.00

ADDITIONAL INFORMATION: For additional information, please contact Debbie Terwilleger, Director of Planning and Development at 253-305-1086.

METROPOLITAN PARK DISTRICT OF TACOMA

RESOLUTION NO. C7-19

**PDZA PICNIC SHELTER FINAL ACCEPTANCE OF W.S. CONTRACTORS, LLC.
CONTRACT 201843Z/BID NO. J2017-28**

WHEREAS, the Board of Park Commissioners of the Metropolitan Park District of Tacoma desires to make improvements to the Point Defiance Zoo and Aquarium Picnic Shelter; and

WHEREAS, at the meeting on February 2, 2018 the Board of Park Commissioners approved the Board Resolution #PW16-18 awarding the contract to W.S. Contractors, LLC; and

WHEREAS, W.S. Contractors, LLC has completed the Picnic Shelter as specified and the work has been inspected and approved by staff; Now, therefore, be it

RESOLVED by the Board of Park Commissioners of the Metropolitan Park District of Tacoma to accept the PDZA Picnic Shelter Project by W.S. Contractors LLC Contract #201843Z.

The foregoing resolution was adopted by the Board of Commissioners of the Metropolitan Park District of Tacoma at a regular meeting held on _____, 2019.

ATTEST:

President

Secretary

Clerk





MEMORANDUM

TO: Board of Park Commissioners
THROUGH: Shon Sylvia, Executive Director *Shon Sylvia*
FROM: Marina Becker, Director of Parks and Recreation Department
Erwin Vidallon, Chief Financial Officer
SUBJECT: Purchasing Resolution
DATE: January 22, 2019

EXECUTIVE SUMMARY: This resolution authorizes the Executive Director to enter into the necessary agreements for the purchase and acquisition of the goods and services detailed in Exhibit A to the Resolution and in the supporting information below.

Proposed goods and services for purchase and/or acquisition:

<u>Item Number</u>	<u>Proposed Vendor</u>	<u>Proposed Purchase</u>	<u>Price (Without Sales Tax)</u>
1.	Washington Cities Insurance Authority (WCIA)	Property, Liability and Auto Insurance	\$688,762.00
2.	State of Washington Auditors Office	2019-20 Financial Audit Services	Not to exceed \$130,000 FOR 2019/20
3.	State of Washington Department of Ecology - Washington Conservation Corps	Habitat Restoration and Vegetation Management	Not to exceed \$185,000.00 FOR 2019/20

Item No. 1

- **VENDOR** Washington Cities Insurance Authority (WCIA)
- **GOODS OR SERVICE** Property, Liability and Auto Insurance
- **PRICE** \$688,762.00
- **SOURCE OF FUNDING** 2019/20 Department Operating Funds
- **CONTACT** Erwin B. Vidallon – (253) 305-1081

BACKGROUND: Insurance is considered a sole source service by the State and is exempt from bid requirements per statute. As a member owned pool, the coverage and services are provided per the terms of an Interlocal Agreement. The District has the ability to opt out on an annual basis.

One significant advantage of being a WCIA member is the cost savings realized through eliminating broker's commissions, which the District previously paid approximately \$25,000 annually. WCIA determines its rate structure based upon claims experience from prior year, property valuation changes and the need to maintain adequate reserves and pay excess coverage premiums. Listed below are the last 5 years of premiums, including 2019. The increase in premium for 2019 is due to adding value to the property schedule with the inclusion of the new aquarium and the Eastside Community Center.

2015	\$645,524
2016	\$633,402
2017	\$637,710
2018	\$615,787
2019	\$688,762

Additional property coverage benefits that we realize through WCIA includes lower cost facilities/assets such as picnic shelters and older restrooms, as well as our zoological animals; animals were not covered by the old insurance program. WCIA also provides coverage for crimes such as computer fraud, data breach, forgery and theft that were not provided by our old coverage. Employment practices and public officials liability coverage limits are also significantly higher with WCIA.

WCIA provides free services such as trainings on many relevant topics, pre-defense legal reviews, a contracts and agreements database, and annual and/or on-demand risk audits. Several of the trainings are required annually in order to remain a member. The pre-defense counseling and legal assistance services are provided by WCIA to help members address potential personnel, land use and other legal issues, at no additional cost to members.

Insurance coverage is essential to managing the risks to the District so that we can continue to provide accessible, safe and attractive parks and facilities and recreational experiences; and allows the District to create an innovative, efficient and effective organization.

FISCAL IMPACT: Funds for insurance coverage are provided for in the 2019-2020 biennial budget under the various operating units.

ADDITIONAL INFORMATION: For additional information, contact Erwin B. Vidallon at 253-305-1081.

Item No. 2

- | | |
|----------------------------|--------------------------------------|
| • VENDOR | State of Washington Auditor's Office |
| • GOODS OR SERVICE | 2019/20 Financial Audit Services |
| • PRICE | 2019/20 -Not to exceed \$130,000 |
| • SOURCE OF FUNDING | 2019/20 Administrative Budget |
| • CONTACT | Erwin B. Vidallon (253) 305-1081 |

BACKGROUND: The estimated charges for the District's biennial financial audit needs for 2019-2020 is \$130,000 plus travel reimbursement. There is no increase expected from 2018 as the level of work remains the same for the Federal Single, Financial, and Accountability Audits. The Financial audit has been expanded from prior years to incorporate the Greater Metro Parks Foundation and the Eastside Community Center QALIC B component units.

FISCAL IMPACT: This request will bring the total purchase order amount to \$130,000 plus travel reimbursement.

ADDITIONAL INFORMATION: For additional information, please contact Erwin Vidallon at (253) 305-1081.

Item No. 3

- **VENDOR** State of Washington Department of Ecology - Washington Conservation Corps
- **GOODS OR SERVICES** Habitat Restoration and Vegetation Management
- **PRICE** 2019/20 – Not to exceed \$185,000.00
- **SOURCE OF FUNDING** 2019/20 Parks and Recreation Department Operating Funds
- **CONTACT** Marina Becker (253)305-1024

BACKGROUND: Metro Parks has been successful in our partnership with the Department of Ecology/Washington Conservation Corps (WCC) since 2009, we have and would like to continue to utilize crews for habitat restoration and vegetation management projects throughout our natural areas.

Metro Parks is committed to providing healthy parks and natural areas for our citizens to enjoy, as well as providing urban wildlife habitats. The WCC Crew consists of a fully-equipped six person field crew with leadership, tools, transportation, training and health insurance.

The WCC's mission is to conserve and enhance the natural resources of Washington State and provide young adults an opportunity to enrich themselves through meaningful work in service to the community. The partnership would benefit the district in many ways, as the WCC shares and promotes many of the same values as MPT; natural resource stewardship, volunteerism, community service, and youth enrichment. This is an excellent opportunity which helps us achieve our continued environmental stewardship and habitat restoration goals. There are currently no work crews which represent a functional equivalent relative to alignment of mission and cost savings for the district. WCC is the only practical provider to assist in achieving our environmental stewardship goals for habitat restoration and vegetation management.

FISCAL IMPACT: These expenses are budgeted in the department operating funds.

ADDITIONAL INFORMATION: For additional information, please contact Marina Becker at (253) 305-1024.

METROPOLITAN PARK DISTRICT OF TACOMA

PURCHASING RESOLUTION NO. P8-19

**AUTHORIZING PURCHASE OF
GOODS AND SERVICES FOR METRO PARKS TACOMA**

WHEREAS, the Board of Park Commissioners have established polices governing the purchase of good and services for Metro Parks Tacoma through the adoption of Resolution No. RR21-15, Authorizing Amendment of Purchasing Policy for Metropolitan Parks District of Tacoma; and

WHEREAS, the Board of Park Commissioners through the adoption of Resolution No. R51-02, Adopting Board Policies and Procedures, authorized the use of a Purchasing Resolution for consolidation of all purchases seeking approval by the Board of Park Commissioners; and

WHEREAS, Metro Parks staff recommends the Board of Park Commissioners authorize the purchase of goods and services detailed below; now, therefore, be it

RESOLVED by the Board of Park Commissioners of the Metropolitan Park District of Tacoma to authorize the Executive Director to enter into the necessary agreements to purchase or acquire the following goods and services as detailed in Exhibit A to this resolution.

The foregoing resolution was adopted by the Board of Commissioners of the Metropolitan Park District of Tacoma at a regular meeting held on _____, 2019.

ATTEST:

President

Secretary

Clerk

Exhibit A
to
Purchasing Resolution No. P8-19

Item No. 1

- **VENDOR** Washington Cities Insurance Authority (WCIA)
- **GOODS OR SERVICE** Property, Liability and Auto Insurance
- **PRICE** \$688,762.00
- **SOURCE OF FUNDING** 2019/20 Department Operating Funds
- **CONTACT** Erwin B. Vidallon (253) 305-1081

Item No. 2

- **VENDOR** State of Washington Auditor's Office
- **GOODS OR SERVICE** 2019/20 Financial Audit Services
- **PRICE** 2019/20 -Not to exceed \$130,000
- **SOURCE OF FUNDING** 2019/20 Administrative Budget
- **CONTACT** Erwin B. Vidallon (253) 305-1081

Item No. 3

- **VENDOR** State of Washington Department of Ecology
Washington Conservation Corps
- **GOODS OR SERVICES** Habitat Restoration and Vegetation Management
- **PRICE** 2019/ 20 – Not to exceed \$185,000.00
- **SOURCE OF FUNDING** 2019 /20 Parks and Recreation Department Operating
Funds
- **CONTACT** Marina Becker (253)305-1024





MEMORANDUM

TO: Board of Park Commissioners

THROUGH: Shon Sylvia, Executive Director *Shon Sylvia*

FROM: Debbie Terwilleger, Director of Planning & Development

SUBJECT: **PDZA Seawater Supply Improvements – Change Order No. 6 to McClure and Sons, Inc. Construction Contract**

DATE: January 23, 2019

EXECUTIVE SUMMARY: This resolution authorizes Change Order No. 6 to McClure & Sons, Inc. contract for the PDZA Seawater Systems Project in the amount of \$103,421.90, bringing the contract total to an amount not-to-exceed \$1,122,886.60 (includes Washington State Sales Tax).

CAPITAL IMPROVEMENT COMMITTEE RECOMMENDATION: The Capital Improvement Committee reviewed this resolution at their meeting on January 16, 2019 and recommended forwarding this item on to the full Board for approval.

BACKGROUND: A Scope Definition for PDZA Seawater System Improvements was approved by the Capital Projects Group on 5/30/14, with a total project budget of \$1,900,000 earmarked for the Roundhouse and Seawater Supply Intake. Specific improvements under this Scope were previously described in a report prepared in 2013 by TJP Engineers and in the Capital Program Report prepared by PDZA staff in January of 2014. The following are specific improvements to be implemented under this project:

- A new pump house will be constructed housing a new seawater intake system for the all salt-water exhibits at PDZA. Vertical turbine pumps will be installed and the existing Roundhouse structure will become a wet well housing new intake pipes. Also, as a part of this project new seawater supply lines will be installed, running uphill from the pump house to the zoo grounds.

In June of 2016, the design firm of BCRA was selected from the A&E Roster to further evaluate and design the Seawater Supply Intake System to support all salt-water facilities at the Point Defiance Zoo & Aquarium. A competitive bid announcement was run in September 2017. The lowest responsive bidder was McClure and Sons, Inc. and staff is recommending award of the contract to McClure and Sons, Inc., in the amount of \$958,607.67. Earlier Change Orders were approved for the following:

- **Change Order No. 1:** in the amount of, \$5,541.99, was for the change in HDPE from a DR 17 to a DR 11.

- **Change Order No. 2:** in the amount of, \$28,488.17, was for the change in electrical panels from Stainless Steel 307 to Stainless Steel 316.
- **Change Order No. 3:** in the amount of, \$5,244.13, was for the change from PVC coated rigid galvanized steel to a non-metallic PVC conduit.
- **Change Order No. 4:** in the amount of, \$21,582.75, was for additional pipe sleeve seep rings, rerouting of utilities, the discovery of a manhole not indicated on the plans, additional sump pump pipes needed, and rebar stairs and strainer sumps.
- **Change Order No. 5:** to extend the contract end date.

Change Order No. 6: in the amount of \$103,421.90, to cover the expense of excessive ground water when drilling, additional pipe support needed, unanticipated backfill materials, and additional monorail wall brackets. Staff is requesting approval for Change Order No. 6 for McClure and Sons, Inc. in the amount of \$103,421.90, for a total contract amount not to exceed \$1,122,886.60.

FISCAL IMPACT: The funds for this project are from the 2014 UTGO Bond Funds, PDZA Seawater Supply Intake System.

Point Defiance Zoo & Aquarium Seawater Supply Improvements:

2014 UTGO Bond, PDZA; North Pacific	
Aquarium Exhibits	\$ 2,045,621.00
Art Funds used in project	\$12,779.00
Total	\$ 2,058,400.00

Project Budget:

Planning & Design	\$495,939.65
Building Construction (McClure & Sons)	\$1,122,886.60
Additional Construction Cost	\$32,414.12
In-House Labor	\$57,265.14
Owner Cost- Equipment	\$309,753.62
Misc Expenses (Equipment Rental, Ads)	\$27,852.08
1% for Art	\$12,000.00
Contingency	\$288.79
Total	\$ 2,058,400.00

ADDITIONAL INFORMATION: For additional information, please contact Debbie Terwilleger, Director of Planning and Development at 253-305-1086.

METROPOLITAN PARK DISTRICT OF TACOMA

RESOLUTION NO. PW9-19

**PDZA SEAWATER SUPPLY IMPROVEMENTS CHANGE ORDER NO. 6
CONTRACT 2017146Z McCLURE and SONS, INC.
BID NO. J2017-15**

WHEREAS, the Board of Park Commissioners of the Metropolitan Park District of Tacoma desires to make improvements to the Point Defiance Zoo and Aquarium Seawater System; and

WHEREAS, funds for the project consist of Metro Parks Tacoma 2014 Bond: Point Defiance Zoo and Aquarium North Pacific Aquarium Exhibits; and

WHEREAS, the advertisement for formal bids was used to solicit the bids required and six (6) bids were received with six (6) being considered responsive; and

WHEREAS, the low bid was submitted by McClure and Sons, Inc. in the amount of \$958,607.67 (includes Washington State Sales Tax), was reviewed by contract compliance, was considered a responsive bid and awarded; and

WHEREAS, Change Orders No. 1, 2, 3, 4, and 5 have been previously approved for an aggregate amount of \$60,857.04; Now, therefore, be it

RESOLVED by the Board of Park Commissioners of the Metropolitan Park District of Tacoma to approve Change Order No. 6 to McClure and Sons, Inc., in the amount of \$103,421.90 for total contract amount not to exceed \$1,122,886.60 (includes Washington State Sales Tax; and be it

The foregoing resolution was adopted by the Board of Commissioners of the Metropolitan Park District of Tacoma at a regular meeting held on _____, 2019.

ATTEST:

President

Secretary

Clerk





MEMORANDUM

TO: Board of Park Commissioners

THROUGH: Shon Sylvia, Executive Director *Sylvia*

FROM: Debbie Terwilleger, Director of Planning & Development

SUBJECT: **Point Defiance Zoo & Aquarium Pacific Seas Aquarium Turner Construction Company Change Order No. 10**

DATE: January 23, 2019

EXECUTIVE SUMMARY: This resolution authorizes contract Change Order No. 10 to Turner Construction Company for the Pacific Seas Aquarium Phase 2 Construction in an amount not-to-exceed \$264,900.60, bringing the contract total to \$44,127,858.99 (including sales tax).

CAPITAL IMPROVEMENT COMMITTEE RECOMMENDATION: The Capital Improvement Committee reviewed this resolution at their meeting on January 16, 2019 and recommended forwarding this item on to the full Board for approval.

BACKGROUND: The Pacific Seas Aquarium was identified as a replacement facility for the North Pacific Aquarium located at Point Defiance Zoo and Aquarium (PDZA). The new aquarium was identified and primarily funded by the Metro Parks 2014 Capital Bond.

Utilizing the General Contractor/Construction Manager (GC/CM) process, Metro Parks contracted with Turner Construction for preconstruction services. As part of the preconstruction services, Turner Construction held bid openings on April 20, May 11, May 12, May 18, and May 26, 2016 for the Phase 2 construction work for the new aquarium building and supporting infrastructure. Twenty eight bid packages were advertised in which seventy four bids were received and evaluated. Through collaboration with Turner, EHDD, the project architect, and OAC, (providing project support as Owner representative,) the project cost has been established as a guaranteed maximum price (GMP) of \$42,789,262, including tax at 9.6%, Phase 1 Wild Wonders work, sub bonding, negotiated support services, insurance, GC/CM fee established at 4.48%, specified general conditions and preconstruction services.

Earlier Change Orders have been approved and include the following:

- **Change Order No. 1** – To include the tax in the contract total for \$15,675.00;
- **Change Order No. 2** – Phase 1 – Construction work for the Wild Wonders access path for \$985,245;

- **Change Order No. 3** – Soil Remediation at Wild Wonders for \$354,062.82;
- **Change Order No. 4** – Phase 2 – Construction of Aquarium for \$41,269,279.18;
- **Change Order No. 5** – Increase in Washington State Sales tax for \$127,733.89;
- **Change Order No. 6** – Corrosion resistance equipment upgrade and design revisions to the Life Support System for \$242,087.80;
- **Change Order No. 7** – Enhancements to the Media Programming for the exhibit for \$90,249.79;
- **Change Order No. 8** – Amendments to Turner staff rates for \$0.00;
- **Change Order No. 9** – Final Global Settlement for \$909,349.91;

Change Order No. 10, in the amount of \$264,900.60, is for additional tank leak repair necessary for water tightness due to the fourth and final saltwater fill of the Baja Bay and NW Waters tank, the balance tanks and the deaeration tower.

Staff is requesting approval for Change Order No. 10 for Turner Construction Company in the amount of \$264,900.60; for a final total contract amount not to exceed \$44,127,858.99.

FISCAL IMPACT: The total amount of project funds that have been allocated to the Pacific Seas Aquarium project from the Metro Parks Tacoma 2014 UTGO Bond is \$48,555,170.10 with supplemental funding in the amount of \$3,124,336.90

2014 UTGO Bond, PDZA North Pacific Aquarium & Exhibits	\$48,555,170.10
Supplemental Funding	\$3,124,336.90
Total	\$51,679,507

Project Budget:	
GC/CM – Turner Construction	\$44,127,858.99
Other Construction Cost	\$272,265.35
Planning & Design	\$5,144,800.70
Owner Contingency	\$988,237.13
Other Cost	\$732,445.33
1% for Art	\$413,899.50
Total	\$51,679,507

ADDITIONAL INFORMATION: For additional information, please contact Debbie Terwilleger, Director of Planning and Development at 253-305-1086.

METROPOLITAN PARK DISTRICT OF TACOMA

RESOLUTION NO. PW10-19

**AUTHORIZATION FOR CHANGE ORDER NO. 10 WITH TURNER
CONSTRUCTION COMPANY FOR THE AQUARIUM PROJECT AT
POINT DEFIANCE ZOO & AQUARIUM**

WHEREAS, the Board of Park Commissioners of the Metropolitan Park District of Tacoma desires to move forward with the design of the Pacific Rim Aquarium at Point Defiance Zoo and Aquarium; and

WHEREAS, Turner Construction Company was selected through a process consistent with the administration of the General Construction/Construction Management (GC/CM) process approved by the state and was awarded the contract for GC/CM on August 24, 2015 by Resolution PW56-15 for \$165,000;

WHEREAS, staff approved Change Order No. 1 to add WSST in the amount of \$15,675; and

WHEREAS, the Board of Park Commissioners of Metropolitan Park District of Tacoma approved Change Order No. 2 in the amount of \$985,245 (including tax) for Phase 1 – Wild Wonders Construction on March 15, 2016 by Resolution No. PW23-16; and

WHEREAS, the Board of Park Commissioners of Metropolitan Park District of Tacoma approved Change Order No. 3 in the amount of \$354,062.82 (including tax) for unexpected remediation work to the Wild Wonders path on April 26, 2016 by Resolution No. PW43-16; and

WHEREAS, the Board of Park Commissioners of Metropolitan Park District of Tacoma approved Change Order No. 4 in the amount of \$40,973,554.18 (including tax) for Phase 2 – Aquarium Construction on July 1, 2016 by Resolution No. PW61-16; and

WHEREAS, staff approved Change Order No. 5, 6, 7, and 8 in the amount of \$301,850.68 (including tax);

WHEREAS, staff approved Change Order No. 9 in the amount of \$909,349.91 (including tax) as part of the global settlement; Now, therefore, be it

RESOLVED by the Board of Park Commissioners of the Metropolitan Park District of Tacoma to award and execute Change Order No. 09 with Turner Construction Company in the amount of \$264,900.60, for a total contract amount of \$44,127,858.99.

The foregoing resolution was adopted by the Board of Commissioners of the Metropolitan Park District of Tacoma at a regular meeting held on _____ 2019.

ATTEST:

President

Secretary

Clerk





MEMORANDUM

TO: Board of Park Commissioners
THROUGH: Shon Sylvia, Executive Director *Shon Sylvia*
FROM: Debbie Terwilleger, Director of Planning & Development
SUBJECT: **Contract Amendment No. 1 to Artist Mary Coss for Commissioning of Art for the Dickman Mill Park Expansion & Head Saw project**
DATE: January 23, 2019

EXECUTIVE SUMMARY: This resolution authorizes the Executive Director to execute Contract Amendment No. 1 with artist Mary Coss for the Dickman Mill Park Expansion & Head Saw in an amount of \$100,000.00, bringing the contract total to an amount not-to-exceed \$ 115,000.00.

CAPITAL IMPROVEMENT COMMITTEE RECOMMENDATION: The Capital Improvement Committee reviewed this resolution at their meeting on January 16, 2019 and recommended forwarding this item on to the full Board for approval.

BACKGROUND: Dickman Mill operated on Ruston Way for more than 50 years and was among the region's busiest lumber mills. The mill's head saw came to symbolize the lumber-related commercial activity which once dominated the Pacific Northwest. This saw was indispensable for cutting the large trees which covered the area. Dickman Mill's head saw is the only known remaining unaltered head saw in the state, and is listed on the state and local register of historic places.

When it closed in 1977, Dickman Mill was Tacoma's last operating waterfront sawmill. Metro Parks purchased the property in 1991 and began clean-up efforts with Department of Ecology. Today's park amenities were constructed in two phases from 2002 to 2004. Phase I required the removal of contaminated soil and replacement with clean soil, that was followed by a design of an "intertidal channel" with native plants while also providing beach access, restrooms, plaza space and kayak launch. Phase II extended the plaza and brought the walkway out to the mill's remains for viewing and interpretive signage.

This project will re-install the restored Dickman Mill head saw, and feature a redesign of the area immediately surrounding it in order to display the saw in its original context with new decking for viewing and gathering. This capital project is subject to MPT's 1% for the Arts policy.

On February 7, 2018, Call To Artists#: 2018-08 was announced, seeking a Washington State based artist to create an Art Brief to contribute to the site design and create integrated and/or discreet art elements that add to the site. The announcement was advertised and posted on the Metro Parks and City of Tacoma websites. By the deadline of March 5, 2018, 8 artists submitted their qualification and statements of interest. The appointed Art Selection & Review Committee--comprised of representatives from City of Tacoma, Metro Parks, Anchor QEA, Historic Preservation Office,

and the Metro Parks Arts and Heritage Advisory Council--met on March 12, 2018 and selected three finalists. The finalists presented proposals to the panel on March 19, 2018 and the panel unanimously selected Mary Coss for the project. Based on the selection process outlined above, staff approved contract # 201873J in the amount of \$15,000.00 specifically for the preparation of the art brief.

The art brief has been completed and presented. The artwork, called Ghost Log, will be detailed in the Final Design Proposal. Staff recommends the Board approve Contract Amendment No. 1 for the commissioning the artpiece in the amount of \$100,000.00, for a total not-to-exceed contract amount of \$115,000.00. Her contract will be managed by Amy McBride, Tacoma Arts Administrator, by way of an existing Memorandum of Understanding for these services to Metro Parks Tacoma.

FISCAL IMPACT: The project is to be funded by the District Art Fund/2014 UTGO Bond Funds (\$115,000.00).

ADDITIONAL INFORMATION: For additional information, please contact Debbie Terwilleger, Director of Planning & Development, 253-305-1086.

METROPOLITAN PARK DISTRICT OF TACOMA

RESOLUTION NO. PW11-19

**AUTHORIZING A CONTRACT AMENDMENT NO. 1 TO ARTIST MARY COSS
FOR COMMISSIONING OF ART**

WHEREAS, the Board of Park Commissioners of the Metropolitan Park District of Tacoma desires to incorporate public art as part of the Park District's capital development program; and

WHEREAS, On February 7, 2018, Call To Artists#:J2018-08 was announced seeking an artist to create an art brief for the Dickman Mill property; and

WHEREAS, the Art Selection & Review Committee comprised of representatives from City of Tacoma, Metro Parks, Anchor QEA, Historic Preservation Office and the MPT Arts and Heritage Advisory Council evaluated 8 artist submittals; and

WHEREAS, the review process has been completed and Mary Coss was selected to provide the art brief; and

WHEREAS, it is now the recommendation of the Art Selection & Review Committee that Contract Amendment No 1 for commissioning of art now be approved; now, therefore, be it

RESOLVED, by the Board of Park Commissioners of the Metropolitan Park District of Tacoma authorizes the Executive Director to execute contract amendment No. 1 with Mary Coss in the amount of \$100,000.00 for a total contract amount not-to-exceed \$115,000.00;

The foregoing resolution was adopted by the Board of Commissioners of the Metropolitan Park District of Tacoma at a regular meeting held on _____ 2019.

ATTEST:

President

Secretary

Clerk





MEMORANDUM

TO: Board of Park Commissioners

THROUGH: Shon Sylvia, Executive Director *Shon Sylvia*

FROM: Debbie Terwilleger, Director of Planning & Development

SUBJECT: **Contract Award to Pacific Earth Works, Inc. for PDZA Asia Forest Sanctuary Improvements**

DATE: January 23, 2019

EXECUTIVE SUMMARY: This resolution authorizes the contract award to Pacific Earth Works, Inc. for PDZA Asia Forest Sanctuary Improvements in the amount not to exceed \$240,788.70 (includes Washington State Sales Tax).

CAPITAL IMPROVEMENT COMMITTEE RECOMMENDATION: The Capital Improvement Committee reviewed this resolution at their meeting on January 16, 2019 and recommended forwarding this item on to the full Board for approval.

BACKGROUND: A Scope Definition for PDZA Asia Forest Sanctuary Improvements was approved by the Capital Projects Group on 4/14/2017 and further amended on 6/16/17 with a total project budget of \$366,795.00 earmarked for PDZA Asia Forest Sanctuary Improvements. The project includes design, permitting, bidding, and construction of various elements in the Asia Forest Sanctuary.

Specific elements of the project include:

Drainage in Exhibits 2 & 3: Erosion and mud prevention in Exhibits 2 & 3. This has been a significant problem exacerbated by hoof stock and is assigned the highest priority by the Asia staff. PDZA initiated a drainage study with a qualified engineering firm in order to determine how to effectively address this concern through possible construction, husbandry, horticultural, or other methods.

Based upon these recommendations, a competitive bid announcement was run in November 16, 2018. Five (5) bids were received, with four (4) considered responsive. The lowest responsive bidder was Pacific Earth Works, Inc. Staff is recommending award of the contract to Pacific Earth Works, Inc.

FISCAL IMPACT: The funds for this project are from the 2014 UTGO Bond Funds, PDZA Misc. Capital Improvements.

Point Defiance Zoo & Aquarium Rocky Shores Elevator Improvements:

2014 UTGO Bond, PDZA; Misc. Capital Improvements	\$370,500.00
1% for Art	-\$3,705.00
Total	\$ 366,795.00

Project Budget:

Planning & Design	\$39,458.06
Pacific Earth Works, Inc. (includes tax)	\$240,788.70
Misc. Construction Material	\$1,600.00
Owner Cost	\$197.60
Contingency	\$84,750.64
Total	\$ 366,795.00

ADDITIONAL INFORMATION: For additional information, please contact Debbie Terwilleger, Director of Planning and Development at 253-305-1086.

METROPOLITAN PARK DISTRICT OF TACOMA

RESOLUTION NO. PW12-19

**PDZA ASIA FOREST SANCTUARY IMPROVEMENTS CONTRACT AWARD
PACIFIC EARTH WORKS, INC.
BID NO. J2018-24**

WHEREAS, the Board of Park Commissioners of the Metropolitan Park District of Tacoma desires to make improvements to the Point Defiance Zoo and Aquarium Asia Forest Sanctuary Improvements; and

WHEREAS, funds for the project consist of Metro Parks Tacoma 2014 Bond; Point Defiance Zoo and Aquarium Miscellaneous Capital Improvements; and

WHEREAS, the advertisement for formal bids was used to solicit the bids required and five (5) bids were received with four (4) being considered responsive; and

WHEREAS, the low bid was submitted by Pacific Earth Works, Inc. in the amount of \$240,788.70 (includes Washington State Sales Tax), has been reviewed by contract compliance, and is considered a responsive bid; and

RESOLVED by the Board of Park Commissioners of the Metropolitan Park District of Tacoma to award the contract Base Bid to Pacific Earth Works, Inc. in the amount of \$240,788.70 (includes Washington State Sales Tax); and be it

The foregoing resolution was adopted by the Board of Commissioners of the Metropolitan Park District of Tacoma at a regular meeting held on _____, 2019.

ATTEST:

President

Secretary

Clerk





MEMORANDUM

TO: Board of Park Commissioners

THROUGH: Shon Sylvia, Executive Director

A handwritten signature in black ink, appearing to read "Shon Sylvia", is written over the printed name.

FROM: Debbie Terwilleger, Director of Planning & Capital Development

SUBJECT: **Point Defiance Marina Complex Major Renovations RFQ #J2015-12
Contract Award to Berger ABAM**

DATE: January 22, 2019

EXECUTIVE SUMMARY: This resolution authorizes an A&E contract award for the Point Defiance Marina Facility Major Renovations to Berger ABAM in the amount of \$182,422.00.

CAPITAL IMPROVEMENT COMMITTEE RECOMMENDATION: The Capital Improvement Committee reviewed this resolution at their meeting on January 16, 2019 and recommended forwarding this item on to the full Board for approval.

BACKGROUND: The objective of this project is to implement some of the recommendations made in the March 1, 2016 Facility Condition Assessment Report (FCAR) completed for the Point Defiance Boathouse Complex by Berger ABAM. The study evaluated the buildings' interior and exterior structural components, mechanical/electrical/plumbing (MEP) systems, piers and pilings, and recommended corrective action for all violations and deficiencies in order to prioritize capital repair projects at the Point Defiance Boathouse Complex. The buildings include: the Old Boathouse, which is comprised of the concrete structure (built 1921) and wood piling structure (built 1949), and the New Boathouse facility which includes the 2-story Boathouse, Tackle Shop, Anthony's restaurant and associated common pier area that was completed in 1988. The study results were intended to guide capital improvement project scopes for future work under new Scope Definitions.

This Scope is specifically to provide funding for final construction documents for critical projects in three areas:

Critical Project No. 1: Sidewall System and Exterior Balcony

Critical Project No. 2: Piping and Hangars

Critical Project No. 3: Pile/column Replacement Under Shop and Timber Buildings

FISCAL IMPACT: A scope of services has been negotiated with BergerABAM in the amount of \$182,422.00. The funds allocated to this project in the amount of \$1,397,596 are from the 2014 UTGO Bond Fund; Point Defiance Marina.

Point Defiance Marina Complex Major Renovations:

2014 UTGO Bond, PD Marina	\$1,397,596
1% for Art	-\$8,844
Total	\$ 1,388,752

Project Budget:	
Planning & Design	\$192,422
Building Construction (includes tax)	\$973,757
Owner Cost	\$ 1,465
Contingency	\$221,108
Total	\$ 1,388,752

ADDITIONAL INFORMATION: For additional information, please contact Debbie Terwilleger, Director of Planning and Development at 253-305-1086.

METROPOLITAN PARK DISTRICT OF TACOMA

**RESOLUTION NO. PW13-19
POINT DEFIANCE MARINA FACILITY MAJOR RENOVATIONS
RFQ #J2015-12
CONTRACT AWARD TO BERGER ABAM**

WHEREAS, the Board of Park Commissioners of the Metropolitan Park District of Tacoma desires to renovate the Point Defiance Marina Facility; and

WHEREAS, BergerABAM was selected to provide design, permitting and construction services from a review of ten (10) Statements of Qualifications (SOQs) that were obtained from qualified architect / engineer / landscape architect teams in response to Metro Parks public solicitation, with five (5) teams being interviewed; and

WHEREAS; a scope of services was developed with Berger ABAM to provide design services, permitting, construction documents and construction review for Point Defiance Marina Facility Major Renovations; and

WHEREAS, funds for the project are provided in the full amount of \$1,397,596; UTGO Bond Funds, Point Defiance Marina; now, therefore, be it

RESOLVED by the Board of Park Commissioners of the Metropolitan Park District of Tacoma to award the contract for Architectural and Engineering Services to Berger ABAM in the amount of \$182,422.00.

The forgoing resolution was adopted by the Board of Park Commissioners of the Metropolitan Park District of Tacoma at a regular meeting held on _____ 2019.

President

ATTEST:

Secretary

Clerk





MEMORANDUM

TO: Board of Park Commissioners

THROUGH: Shon Sylvia, Executive Director

A handwritten signature in cursive script, appearing to read "Shon Sylvia", is written over the printed name.

FROM: Debbie Terwilleger, Director of Planning & Development

**SUBJECT: Meeker Middle School Multipurpose Field Development:
Approving an Interlocal Agreement with Tacoma School District and Capital
Funding Allocation for New Electrical Lighting Conduit**

DATE: January 23, 2019

EXECUTIVE SUMMARY: This resolution authorizes the appropriation of \$34,463.50 from 2014 UTGO Bond Funds (Sports Complex & Athletic Fields Category), to be used exclusively for the purposes of installing the field lighting electrical conduit portion of the project. As indicated in the field study, this small investment will allow Metro Parks Tacoma to leverage existing public funds and to allow for an additional 1,450 programmable hours to increase and accommodate the growth of youth sports leagues. This resolution would also authorize the Executive Director to enter into the necessary agreements with the Tacoma School District (TSD).

CAPITAL IMPROVEMENT COMMITTEE RECOMMENDATION: The Capital Improvement Committee reviewed this resolution at their meeting on January 16, 2019 and recommended forwarding this item on to the full Board for approval.

BACKGROUND: This partnership supports Interlocal Agreement TSD-14-110 and demonstrates the shared desire between MPT and TSD to strengthen opportunities for youth in our community. This project intends to construct a multipurpose field with related improvements at Meeker Middle School. Metro Parks desires to support the Field project and provide funding to be used exclusively for the purposes of installing field lighting electrical conduit. Metro Parks desires (but shall not be held accountable for) the ultimate installation of the field lighting infrastructure. As the funds are from bond proceeds, the Funds may not be used for maintenance and operations, but instead must be used exclusively for public park and recreation capital expenses. MPT's contribution to this project is limited to paying for the electrical conduit installation portion of the project.

FISCAL IMPACT: The \$34,463.50 contribution will augment TPS funds for field construction.

ADDITIONAL INFORMATION: For additional information, please contact Debbie Terwilleger, Director of Planning and Development at (253) 305-1086.

METROPOLITAN PARK DISTRICT OF TACOMA

RESOLUTION NO. R14-19

**MEEKER MIDDLE SCHOOL MULTIPURPOSE FIELD DEVELOPMENT;
APPROVING AN INTERLOCAL AGREEMENT WITH TACOMA SCHOOL DISTRICT
AND CAPITAL FUNDING ALLOCATION FOR
NEW ELECTRICAL LIGHTING CONDUIT**

WHEREAS the TSD and Metro Parks entered into agreement TSD-14-110 regarding the Joint Use and Development of Facilities and Open Spaces encouraging the expansion of joint and cooperative capital ventures and efficiently managing the use of the parties' properties and facilities and benefit of Tacoma's citizens; and

WHEREAS Tacoma Public Schools and Metro Parks Tacoma share a mutual desire between organizations to strengthen opportunities for youth in our community; and

WHEREAS the Board of Park Commissioners of the Metropolitan Park District of Tacoma wishes to enter into an Interlocal Agreement with Tacoma School District regarding the Meeker Middle School Multipurpose Field Development construction and use; and

WHEREAS this mutual partnership will provide funding to install electrical conduit for potential future field lighting. The related improvements at Meeker Middle School will be opened to Metro Parks Tacoma to schedule reasonable use of the Field and shall assure continued public access to the Field; and

WHEREAS Tacoma Public Schools is solely responsible for the full execution of the project, subsequent operations and maintenance; and

WHEREAS the Board of Park Commissioners wishes to allocate funds in order to participate in this partnership; now, therefore, be it

RESOLVED by the Board of Park Commissioners of the Metropolitan Park District of Tacoma that a maximum contribution of \$34,463.50 funding is granted from 2014 Capital Bond Funds to support the electrical lighting conduit at the Meeker Middle School Multipurpose Field. It is

FURTHER /RESOLVED by the Board of Park Commissioners of the Metropolitan Park District of Tacoma that the Executive Director is authorized to sign an Interlocal Agreement with the Tacoma School District.

The forgoing resolution was adopted by the Board of Park Commissioners of the Metropolitan Park District of Tacoma at a regular meeting held on _____ 2019.

President

ATTEST:

Secretary

Clerk



MEMORANDUM

TO: Board of Park Commissioners

THROUGH: Shon Sylvia, Executive Director *Shon Sylvia*

FROM: Debbie Terwilleger, Director of Planning & Development

SUBJECT: **Swan Creek Master Plan Update (Lister Uplands)
Master Plan Update- Final Acceptance**

DATE: January 9, 2019

EXECUTIVE SUMMARY: This resolution authorizes acceptance of the 2018 Swan Creek Master Plan Update.

CAPITAL IMPROVEMENT COMMITTEE RECOMMENDATION: The Capital Improvement Committee reviewed this resolution at their meeting on November 28, 2018 and recommended forwarding this item on to the full Board for approval.

BACKGROUND: MPT initiated a master planning effort for Swan Creek Park in January, 2011. The effort sought to create a long-term vision and plan for future site development, stewardship and programming. It reflected the community's vision of the park as a greenspace offering protection for the creek and forests, while supporting outdoor programs and activities. Initial park improvements were funded through the 2005 bond program, with additional bond funding provided through the 2014 UTGO bond program to build upon the community's vision.

In 2018, MPT was successful in leveraging the 2014 bond monies through the National Park Service Legacy grant program for onsite improvements. Since the 2011 master plan, the area around Swan Creek Park has become more developed. Additionally, MPT recognized the need for more detailed planning in the uplands and to obtain a conditional use permit for the entire park.

MPT subsequently embarked upon an update to the 2011 Master Plan, integrating past goals and principles with updated feedback from area residents.

Community conversations involving a steering committee and several public meetings reviewed the priorities identified in 2011, and reconfirmed that they are still relevant to the community and in-tune with MPT's vision for Swan Creek's role within the Park's system.

During the current planning process, many of the programming elements identified for the Uplands in 2011 were still desired by the community (dog park, youth traffic garden, restrooms, and picnic shelters). In addition, new elements were identified including more opportunities for "wheeled" activities (bicycles and skateboards). Community members expressed continued interest in walking and biking along the existing road patterns on the site. There was a recurring desire to tell the cultural history of the Uplands and the need for the park to include a variety of experiences to create a regional destination. It recognizes that community and regional needs change over time, and provides a flexible, integrated framework for future phases.

FISCAL IMPACT: The cost estimate for implementation of the Upper Lister master plan update is set at \$12,655,300.00. The implementation of the plan will be divided into phases to facilitate implementation as funds are made available. The Master Plan update funding is allocated in the 2014 UTGO Bond, Regional Parks, Swan Creek in the amount of \$2,663,665.00.

ADDITIONAL INFORMATION: For additional information, please contact, Debbie Terwillegger, Director of Planning and Development at 253-305-1086

METROPOLITAN PARK DISTRICT OF TACOMA

RESOLUTION NO. RR4-19

ACCEPTING THE SWAN CREEK MASTER PLAN UPDATE (LISTER UPLANDS)

WHEREAS, the Metropolitan Park District of Tacoma owns and operates Swan Creek Park located at E. 42nd St. and Roosevelt Ave., Eastside Tacoma; and

WHEREAS, an in-house staff team in conjunction with the landscape architectural consulting firm Mithun, led an effort to develop a Master Plan Update for Swan Creek in the Lister Uplands; and

WHEREAS; Metro Parks Tacoma worked with our partner organizations Salishan Housing and Tacoma School District; a Citizen Steering Committee; and conducted public outreach to gather input, develop design criteria, review development options, and identify a preferred development concept for Swan Creek; and

WHEREAS, the Master Plan Update for the Lister Uplands includes provisions for development of improvements including picnic shelters/classrooms, event/multi-purpose spaces, restrooms, permaculture, a traffic garden, a ropes/challenge course, climbing features, a skate park, a dog park, paved walking/cycling paths, unpaved walking trails and parking;

WHEREAS, The Master Plan supports a wide variety of outdoor adventures, team sports, natural resource restoration, and environmental education programs. Now, therefore, be it

RESOLVED by the Board of Park Commissioners of the Metropolitan Park District of Tacoma to accept the Swan Creek Master Plan Update.

The forgoing resolution was adopted by the Board of Park Commissioners of the Metropolitan Park District of Tacoma at a regular meeting held on _____ 2019.

President

ATTEST:

Secretary

Clerk