

**METROPOLITAN PARK DISTRICT  
OF TACOMA**



**AGENDA**

**JANUARY 8, 2018  
6:00 P.M. MPT HEADQUARTERS  
4702 S. 19<sup>TH</sup> STREET  
TACOMA, WA 98405**

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

**COMMISSIONERS**

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

**5:45 P.M. COMMISSIONER SWEARING-IN**

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

**ROLL CALL**

**FLAG SALUTE**

**FINAL NOMINATIONS & ELECTIONS OF 2018 BOARD OFFICERS**

**SPECIAL PRESENTATIONS**

**PRESIDENT'S REPORT**

**STANDING COMMITTEE & COMMISSION REPORTS  
2018 BOARD COMMITTEE ASSIGNMENTS**

**EXECUTIVE DIRECTOR'S REPORT**

**REGULAR MEETING**

**CITIZEN COMMENTS**

---

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



MINUTES

(5-10) MINUTES OF THE DECEMBER 11, 2017 REGULAR BOARD MEETING

CONSENT AGENDA

(11-12) **RESOLUTION NO. C1-18:** APPROVAL OF WARRANTS CLAIM FUND FOR DECEMBER 2017  
(Contact: Erwin Vidallon, Chief Financial Officer)

REGULAR AGENDA

**PURCHASING RESOLUTIONS**

*(Requiring one reading for adoption)*

- (13-16) **RESOLUTION NO. P2-18:** APPROVAL OF GOODS AND SERVICES FOR METRO PARKS TACOMA
1. PISCES SEAFOOD FOR VARIOUS SEAFOOD (ANIMAL FOOD) IN THE AMOUNT OF \$84,402.66  
(Contact: Alan Varsik, Director of Zoological & Environmental Education)
  2. ATLANTIC SEAFOOD FOR VARIOUS SEAFOOD (ANIMAL FOOD) IN THE AMOUNT OF \$68,332.41  
(Contact: Alan Varsik, Director of Zoological & Environmental Education)

**PUBLIC WORKS PURCHASING RESOLUTIONS**

*(Requiring one reading for adoption)*

- (17-20) **RESOLUTION NO. PW3-18:** POINT DEFIANCE WATERFRONT PHASE 1 MANAGEMENT SUPPORT SERVICES CONTRACT AMENDMENT NO. 4 FOR OAC SERVICES, INC.  
(Contact: Debbie Terwilleger, Director of Planning & Development)
- (21-24) **RESOLUTION NO. PW4-18:** AUTHORIZING A CONTRACT AMENDMENT #6 FOR ARCHITECTURAL & ENGINEERING SERVICES WITH SITE WORKSHOP, LLC  
(Contact: Debbie Terwilleger, Director of Planning & Development)
- (25-28) **RESOLUTION NO. PW5-18:** NW TREK BEAR FENCE INSTALLATION  
BID#: T2017-04 CONTRACT AWARD TO MASSANA CONSTRUCTION INC.  
(Contact: Debbie Terwilleger, Director of Planning & Development)
- (29-32) **RESOLUTION NO. PW6-18:** POINT DEFIANCE ZOO & AQUARIUM – ARCTIC TUNDRA EXHIBIT RENOVATIONS CONTRACT AWARD TO PGAV DESTINATIONS  
(Contact: Debbie Terwilleger, Director of Planning & Development)

- (33-36) **RESOLUTION NO. PW7-18:** TITLOW PARK MASTER PLAN UPDATE RFQ NO. J2017-13 CONTRACT AWARD TO SITE WORKSHOP  
(Contact: Debbie Terwilleger, Director of Planning & Development)

### **SINGLE READING RESOLUTIONS**

*(Requiring one reading for adoption)*

- (37-40) **RESOLUTION NO. R8-18:** POINT DEFIANCE WATERFRONT PHASE 1 PROJECT ACCEPTING AND APPROPRIATING ADDITIONAL FUNDING AND AMENDING THE ENVIRONMENTAL PROTECTION AGENCY COOPERATIVE AGREEMENT AND THE CAPITAL IMPROVEMENT PLAN  
(Contact: Debbie Terwilleger, Director of Planning & Development)
- (41-44) **RESOLUTION NO. R9-18:** NAMING THE PENINSULA AND TRAIL AT POINT DEFIANCE: “DUNE PENINSULA AT POINT DEFIANCE PARK” AND “FRANK HERBERT TRAIL”  
(Contact: Debbie Terwilleger, Director of Planning & Development)

### **SECOND READING RESOLUTIONS**

*(Requiring two readings for adoption)*

#### **FIRST READINGS:**

*(Requiring two readings for adoption)*

- (45-47) **RESOLUTION NO. RR10-18:** ADOPTION OF THE DISTRICT STRATEGIC ACTION PLAN  
(Contact: Joe Brady, Chief Strategy Officer)

### **UNFINISHED BUSINESS**

**NEW BUSINESS** DISTRICT HUMAN RESOURCES POLICIES – PAUL WEED

### **BOARD COMMENTS**

### **ADJOURNMENT**

### **UPCOMING BOARD MEETINGS**

January 10, 2018	Capital Improvement Committee	5:00 PM	Park Headquarters
January 22, 2018	Regular Board Meeting	6:00 PM	Park Headquarters
January 24, 2018	Capital Improvement Committee	5:00 PM	Park Headquarters
January 29, 2018	Committee of the Whole	5:30 PM	Park Headquarters

\* Committee Meetings are subject to change - please check the Metro Parks Website, [www.metro-parkstacoma.org](http://www.metro-parkstacoma.org) for the most up to date meeting schedules.









**MINUTES OF REGULAR MEETING  
BOARD OF PARK COMMISSIONERS  
DECEMBER 11, 2017**

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

IN THE CHAIR: Andrea Smith

PLACE: 4702 South 19<sup>th</sup> Street

FLAG SALUTE: Commissioner Baines

**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.

**SPECIAL PRESENTATIONS PROCLAMATION HONORING MAYOR STRICKLAND**

Mayor Marilyn Strickland was presented with the 2017 Parks Champion Award for her exceptional support of Parks and Recreation in the City of Tacoma.

President Andrea Smith read a proclamation in appreciation of the Mayor's service to the community. Board members thanked the Mayor for her commitment and leadership in the community.

Mayor Marilyn Strickland thanked the Board for the award and recognition.

President Smith amended the order of the agenda by moving R107-17 to this point in the agenda.

**RESOLUTION NO. R107-17: AUTHORIZING THE EXECUTIVE DIRECTOR TO EXPLORE A PARTNERSHIP BETWEEN METRO PARKS, THE CITY OF TACOMA, TACOMA RAINIERS AND THE SEATTLE SOUNDERS FC REGARDING THE DEVELOPMENT AND OPERATION OF A PROFESSIONAL GRADE SOCCER STADIUM AND ASSOCIATED DEVELOPMENTS**

Commissioner Hanberg moved to adopt the consent agenda as presented; seconded by Commissioner Pointer.

Joe Brady stated that this resolution provides support to move on to the next steps in developing an operating agreement to investigate demand and possible site planning to accommodate a potential stadium. The resolution authorizes the Executive Director and staff to begin work on evaluating the pros and cons of a professional grade A Soccer facility for the Seattle

Sounders 2.

Commissioner Pointer commented that he expects the process to be transparent in evaluating the finance and public use impacts.

Commissioner Baines inquired when the S2 season begins. Staff indicated the season begins in March.

Commissioner Smith indicated that she has been in attendance and representing the Board in several organizing meetings relative to S2. She noted that the feasibility study will help answer lots of questions.

Commissioner Hanberg indicated that he is very excited that the District is part of this exploration phase.

Aaron Artman, President of the Tacoma Rainiers commented that this could be a great opportunity for the City of Tacoma. He indicated that a similar resolution will be discussed by the City Council next week. Mr. Artman noted that the team is scheduled for 17 home matches.

Kim Bedier, Director of Venue & Events for the City of Tacoma commented that the City of Tacoma is excited for this project.

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

### **PRESIDENTS REPORT**

President Smith commented on the nice space provided at the Environmental Learning Center at the recent staff holiday gathering.

### **STANDING COMMITTEE AND COUNCIL REPORTS**

#### **Joint Municipal Action Committee**

Commissioner Reid commented that the last agenda included a presentation on adverse childhood experiences and how those experiences can be offset.

### **NOMINATIONS OF 2018 BOARD OFFICERS**

Commissioner Reid nominated Commissioner Smith for the position of board president, seconded by Commissioner Pointer.

Commissioner Reid nominated Commissioner Pointer for the position of board clerk, seconded by Commissioner Hanberg.

Final nominations and voting is scheduled for the January 8, 2018 Regular Board Meeting.

### **EXECUTIVE DIRECTOR'S REPORT**

Executive Director, Shon Sylvia commented on the following:

- Holiday Express – Free trolley service from TCC to Zoo lights is now in place to help alleviate parking and traffic at the event.

### **CITIZEN COMMENTS** None



**MINUTES OF THE NOVEMBER 27, 2017 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. C102-17:** APPOINTING MEMBERS TO THE BUSINESS & RESPONSIVE AGENCY ADVISORY

**RESOLUTION NO. C103-17:** APPROVAL OF WARRANTS CLAIM FUND FOR NOVEMBER 2017

Commissioner Hanberg moved to adopt the consent agenda as presented; seconded by Commissioner Pointer.

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

**PURCHASING RESOLUTIONS**

**RESOLUTION NO. P98-17:** APPROVAL OF GOODS AND SERVICES FOR METRO PARKS TACOMA

1. STATE AUDITOR FOR 2017 FINANCIAL AUDIT SERVICES IN AN AMOUNT NOT TO EXCEED \$70,000

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

Erwin Vidallon commented that the original amount budgeted for the annual audit was \$50,000, the increase is driven by the federal audit that was conducted. Commissioner Reid commented that there were no findings in this audit. Shon Sylvia clarified that there were no financial findings in the audit but did clarify there was a management finding that staff has addressed.

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

**PUBLIC WORKS PURCHASING RESOLUTIONS**

**RESOLUTION NO. PW105-17:** POINT DEFIANCE PARK WATERFRONT PHASE 1 GUY F. ATKINSON CONSTRUCTION, LLC CONTRACT CHANGE ORDER NO. 15 FOR TRAIL, BRIDGE, AND PENINSULA

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

Marty Stump informed the Board that this change is needed to increase the owner’s contingency for the Waterfront Phase 1 project. He noted that this change order generally includes additional project costs attributed to unforeseen soil conditions and remedial action to address hillside seeps, adjustment to existing MPT utilities and extension to the Builders Risk

Insurance. He commented that this change order was reviewed at the November 29<sup>th</sup> CIC meeting.

President Smith requested additional information about the future construction line item in the project budget. Mr. Stump commented that this identifies funds for additional items that still need to be negotiated for the project.

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

### **SINGLE READING RESOLUTIONS**

#### **RESOLUTION NO. R106-17: APPROVAL OF MEMORANDUM OF UNDERSTANDING WITH THE NORTHWEST TREK FOUNDATION**

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

Alan Varsik commented that the foundation would like to move forward with extending the current MOU with the Trek Foundation for another year. He noted that at the end of 2018 a new MOU will be put in place that aligns with the next biennial budget and other foundation MOUs.

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

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

#### **RESOLUTION NO. R108-17: APPROVAL OF AMENDMENTS TO THE 2017-2018 LEGISLATIVE AGENDA**

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

Joe Brady commented that this resolution will allow for amendments of the 17-18 Legislative Agenda. He noted that specifically there are language updates to allow for supporting issues such as commissioner compensation, expanded work to support homeless initiatives, surface water programs, and grizzly bear & red wolf recovery efforts.

Commissioner Hanberg asked if WRPA is supportive of the commissioner compensation initiative. Mr. Brady indicated that this potential legislation would only apply to MPT and WRPA will likely not take a formal position. Mr. Brady also noted that this may take a couple of sessions to get passed. General Counsel, Mark Roberts indicated that legally this is not a constitutional question.

Commissioner Hanberg stated that resources to work on this issue could distract staff from advocating for other items on the agenda.

Being no additional comments the question was called and the resolution passed on a vote of 4-1 (Commissioner Hanberg voting no).

**SECOND READINGS RESOLUTIONS**

**RESOLUTION NO. RR101-17: AMENDING DISTRICT SICK LEAVE AND ACCRUAL POLICY**

This resolution was moved and seconded at the November 27<sup>th</sup> Regular Board meeting.

Being no additional comment the question was called passed on a vote of 5-0

**FIRST READING RESOLUTIONS** None

**UNFINISHED BUSINESS** None

**NEW BUSINESS** None

**BOARD COMMENTS:**

Commissioner Reid wished staff and board members happy holidays.

President Smith recognized Shon Sylvia on his 20 years of service anniversary with the District.

**ADJOURN:**

Being no further business, the meeting was adjourned at 6:45p.m.

**APPROVED:**

\_\_\_\_\_  
President

\_\_\_\_\_  
Clerk

Submitted by: Jennifer Bowman, Board Secretary



**METROPOLITAN PARK DISTRICT OF TACOMA**

**RESOLUTION NO. C1-18**

**APPROVAL OF WARRANTS CLAIM FUND FOR DECEMBER 2017**

WHEREAS, the Board of Park Commissioners approved, appropriated and adopted the 2017-2018 Biennial Budget in Resolution No. RR115-16, dated December 12, 2016 to meet public expenses, bond retirement, interest and operational expenses for the biennium ending December 31, 2018; and

WHEREAS, the Board of Park Commissioners has authorized the Executive Director to establish procedures to meet the fiscal year public debt, to maintain accountable records of all transactions, and to provide certification that labor and debt claims have been met; now, therefore, be it

RESOLVED by the Board of Park Commissioners of the Metropolitan Park District of Tacoma that the warrants issued to meet obligations in the Warrants Claim Fund and the Disbursements by Funds in the amounts and for the period indicated on Attachment "A" have been audited and certified by the auditing officer as required by RCW.42.24.080 and those expense reimbursement claims certified as required by RCW 42.24.090, be approved for payment.

The foregoing resolution was adopted by the Board of Park Commissioners of the Metropolitan Park District of Tacoma at a regular meeting held on \_\_\_\_\_, 2018.

ATTEST:

\_\_\_\_\_  
President

\_\_\_\_\_  
Secretary

\_\_\_\_\_  
Clerk

BLANKET CERTIFICATION AND WARRANT APPROVAL FORM

AUDITOR'S CERTIFICATION

I, the undersigned, do hereby certify under penalty of perjury, that the materials have been furnished, the services rendered or the labor performed as described herein, and that the claim is a just, due and unpaid obligation against the Metropolitan Park District of Tacoma, and that I am authorized to authenticate and certify to said claim.

FOR THE PERIOD STARTING DECEMBER 1, 2017 AND ENDING DECEMBER 31, 2017.

WARRANTS CLAIM FUND

ACCOUNTS PAYABLE CLAIMS FUND:

Warrant Serial Numbers 321332 to 321717 AMOUNT: \$9,846,523.90

PAYROLL CLAIMS FUND:

Warrant Serial Numbers 045528 to 045696 AMOUNT: \$42,579.92

(Most employees receive payment through direct deposit advices, which are paid to the bank through the Accounts Payable Claims Fund.)

TOTAL \$9,889,103.82

---

Finance and Accounting Auditing Officer  
Metropolitan Park District of Tacoma

- Warrant summary reports are available with the board secretary.
- Detail reports and claim vouchers are available in the Finance and Administrative Services Office.



**MEMORANDUM**

TO: Board of Park Commissioners  
THROUGH: Shon Sylvia, Executive Director *Sylvia*  
FROM: Alan Varsik, Director of Zoological & Environmental Education  
SUBJECT: **Purchasing Resolution**  
DATE: January 3, 2018

**EXECUTIVE SUMMARY:** The attached Purchasing Resolution seeks Board approval to enable 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 proposed for purchase and/or acquisition:

**ITEM No. 1**

- **VENDOR** Pisces Seafood
- **GOODS OR SERVICE** Various Seafood (animal food)
- **PRICE** \$84,402.66 Base bid including WSST
- **SOURCE OF FUNDING** 2018 ZEED Zoological Operating Budget
- **CONTACT** Alan Varsik 253.404.3634

**BACKGROUND:** Point Defiance Zoo & Aquarium supports a variety of fish eating species in the Rocky Shores exhibit area and the North and South Pacific Aquariums. The species exhibited are fed a variety of raw and blanched fresh and frozen seafood totaling over 148,985 pounds per year.

We received bids from six (6) seafood vendors for forty-eight types of seafood. Pisces Seafood was the vendor that submitted the lowest bid for fifteen types of seafood for a total of 96,560 lbs. that met the stated guidelines. We are recommending the purchase 96,560 lbs. of seafood for animal consumption from Pisces Seafood for a total of \$84,402.66 including Washington State Sales Tax.

**ITEM NO. 2**

- **VENDOR** Atlantic Pacific Seafood
- **GOODS OR SERVICE** Various Seafood (animal food)
- **PRICE** \$68,332.41 Base bid including WSST
- **SOURCE OF FUNDING** 2018 ZEED Zoological Operating Budget
- **CONTACT** Alan Varsik 253.404.3634

**BACKGROUND:** Point Defiance Zoo & Aquarium supports a variety of fish eating species in the Rocky Shores exhibit area and the North and South Pacific Aquariums. The species exhibited are fed a variety of raw and blanched fresh and frozen seafood totaling over 148,985 pounds per year.

We received bids from six (6) seafood vendors for forty-eight types of seafood. Pisces Seafood was the vendor that submitted the lowest bid for six of seafood for a total of 20,550 lbs. that met the stated guidelines. We are recommending the purchase 20,550 lbs. of seafood for animal consumption from Atlantic Pacific Seafood for a total of \$68,332.41 including Washington State Sales Tax.

**FISCAL IMPACT:** Funds will come from department operating budgets.

**ADDITIONAL INFORMATION:** For additional information please contact Alan Varsik, Director of Zoological & Environmental Education at 253-404-3634.



**METROPOLITAN PARK DISTRICT OF TACOMA**

**PURCHASING RESOLUTION NO. P2-18**

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

WHEREAS, the Board of Park Commissioners have established policies governing the purchase of goods and services for Metro Parks Tacoma through the adoption of Resolution No. RR21-15, Authorizing Amendment of the Purchasing Policy for the Metropolitan Park 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 Park Commissioners of the Metropolitan Park District of Tacoma at a meeting held on \_\_\_\_\_, 2018.

ATTEST:

\_\_\_\_\_  
President

\_\_\_\_\_  
Secretary

\_\_\_\_\_  
Clerk

**Exhibit A**  
**to**  
**Purchasing Resolution No. P2-18**

**ITEM No. 1**

- **VENDOR** Pisces Seafood
- **GOODS OR SERVICE** Various Seafood (animal food)
- **PRICE** \$84,402.66 Base bid including WSST
- **SOURCE OF FUNDING** 2018 ZEED Zoological Operating Budget
- **CONTACT** Alan Varsik 253.404.3634

**ITEM No. 2**

- **VENDOR** Atlantic Pacific Seafood
- **GOODS OR SERVICE** Various Seafood (animal food)
- **PRICE** \$68,332.41 Base bid including WSST
- **SOURCE OF FUNDING** 2018 ZEED Zoological Operating Budget
- **CONTACT** Alan Varsik 253.404.3634



**MEMORANDUM**

TO: Board of Park Commissioners

THROUGH: Shon Sylvia, Executive Director *Sylvia*

FROM: Debbie Terwilliger, Director of Planning & Development

**SUBJECT: Point Defiance Waterfront Phase 1**  
OAC Services, Inc. Contract Amendment No. 4

DATE: January 3, 2018

**EXECUTIVE SUMMARY:** This resolution authorizes contract Amendment No.4 to OAC Services, Inc. for the Point Defiance Waterfront Phase 1 Project in the amount of \$209,895.57, bringing the contract total to an amount not to exceed \$944,587.57.

**CAPITAL IMPROVEMENT COMMITTEE RECOMMENDATION:** The Capital Improvement Committee reviewed this resolution at their meeting on December 13, 2017 and approved forwarding this item on to the full Board with a recommendation for approval.

**BACKGROUND:** Metro Parks continues to advance the improvements to the Waterfront Phase I project at Point Defiance that includes the Trail & Bridge, Boat Trailer Parking, Park on the Peninsula, and all associated utility and site improvements. Waterfront Phase I includes a complex set of projects balancing a contaminated site that will continue to be used for public park purposes and needs to be completed within a very specific schedule driven by fish windows.

OAC Services, Inc. was selected from the Metro Parks A&E roster. Firms were contacted to determine qualifications and availability and OAC was selected as being the best qualified to provide the proposed professional services. OAC Services, Inc. has been providing project management support services to assist with the GC/CM delivery method and application for project approval from the State of Washington Capital Projects Advisory Review Board (CPARB). OAC Services, Inc. has participated in the selection of the general contractor, subcontractor procurement; facilitation of value engineering efforts, negotiation of contract guaranteed maximum prices and GC/CM, MPT, and design team integration.

Due to the complexity of this project, and working closely with EPA, additional oversight support is required to carry us through project closeout.

The contract was approved by the Board of Park Commissioners on July 13, 2015 with Resolution # PW46-15 in the amount of \$600,000.00 for GC/CM Project Management Support. The Contract was written in the amount of \$530,579.00 and Amendment No. 1 added additional

on-sight project manager support in the amount of \$64,215.00 which brought the total to \$594,794.00.

Amendment # 2 was approved by the Board of Park Commissioners on February 27, 2017 with Resolution #: PW21-17 in the amount of \$105,898.00 for a total contract amount not to exceed \$700,692.00 for additional project manager support.

Amendment # 3 was approved by staff on December 8, 2017, in the amount of \$34,000.00 for a total contract amount not to exceed \$734,692.00 for additional project manager support attributed specifically to review of Atkinson Construction's claim related to construction delays.

Staff is requesting approval for Amendment No. 4 for OAC Services, Inc. in the amount of \$209,895.57 for a total contract amount not to exceed \$944,587.57. The project is extended beyond the estimated completion date and additional GC/CM management support is needed.

Resolution & Date	Action	Amount Approved	Amount Executed	Total	Reason
PW46-15 7/13/15	Contract#201530J	\$ 600,000.00	\$ 530,579.00	\$ 530,579.00	GC/CM Project MGMT
7/7/2016	Amendment # 1		\$ 64,215.00	\$ 594,794.00	Add'l MGMT Services
PW21-17 2/27/17	Amendment # 2	\$ 105,898.00	\$ 105,898.00	\$ 700,692.00	Add'l MGMT Services
12/8/2017	Amendment # 3	\$ 34,000.00	\$ 34,000.00	\$ 734,692.00	Add'l MGMT Services
PW	Amendment # 4	\$ 209,895.57			Add'l MGMT Services
Totals		\$ 949,793.57	\$ 734,692.00		

**FISCAL IMPACT:** The costs for Point Defiance Park Waterfront Phase I will be accounted for in multiple funds from multiple funding sources including the Metro Parks Tacoma 2014 UTGO Capital Improvement Bond Fund, Department of Ecology, Recreation Conservation Office Grants, the Environmental Protection Agency, and Department of Transportation.

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

**METROPOLITAN PARK DISTRICT OF TACOMA**

**RESOLUTION NO. PW3-18**

**POINT DEFIANCE WATERFRONT PHASE 1  
MANAGEMENT SUPPORT SERVICES CONTRACT  
AMENDMENT NO. 4 FOR OAC SERVICES, INC.**

WHEREAS, the Board of Park Commissioners of the Metropolitan Park District of Tacoma desires to move forward with Project Management Support Services with OAC Inc., for Point Defiance Waterfront Phase 1; and

WHEREAS, OAC Services, Inc. was selected from an interview of eleven (11) qualified architect / engineer / landscape architect teams listed on the Metro Parks Architects & Engineer roster; and

WHEREAS, OAC Services, Inc. was selected to provide Project Management Support Services to assist with General Contractor/Construction Manager (GC/CM) delivery method for the Point Defiance Waterfront Phase 1 on July 13, 2015 by Resolution # PW46-15 for approved amount of \$600,000.00 after further negotiations the contract was executed for \$ 530,579.00; and

WHEREAS, staff approved Amendment No. 1 in the amount of \$64,215.00 for a total contract amount of \$ 594,794.00; and

WHEREAS, the Board of Park Commissioners of the Metropolitan Park District of Tacoma approved Amendment No.2 for an amount not to exceed \$ 105,898.00 for additional GC/CM project management support services by resolution PW21-17; and

WHEREAS, staff approved Amendment No. 3 in the amount of \$34,000.00 for a total contract amount of \$ 734,692.00; and

WHEREAS, funds for the project are provided from the Metro Parks Tacoma 2014 UTGO Capital Improvement Bond Fund; Now, therefore, be it

RESOLVED by the Board of Park Commissioners of the Metropolitan Park District of Tacoma to approve Amendment No. 4 for OAC Services, Inc. for an amount not to exceed \$ 209,895.57 for a total contract amount not to exceed \$ 944,587.57,

The foregoing resolution was adopted by the Board of Commissioners of the Metropolitan Park District of Tacoma at a regular meeting held on \_\_\_\_\_, 2018.

ATTEST:

\_\_\_\_\_  
President

\_\_\_\_\_  
Secretary

\_\_\_\_\_  
Clerk





**MEMORANDUM**

TO: Board of Park Commissioners

THROUGH: Shon Sylvia, Executive Director *Shon Sylvia*

FROM: Debbie Terwilleger, Director, Planning Design & Development

**SUBJECT: Contract Amendment #6 for A&E Services with Site Workshop for the Pt. Defiance Park Waterfront Phase I**

DATE: January 3, 2018

**EXECUTIVE SUMMARY:** This resolution authorizes the Executive Director to execute a contract amendment #6 with Site Workshop in an amount not to exceed \$ 1,036,613.00 for additional A & E services related to the Point Defiance Park Waterfront Phase 1 Project.

**CAPITAL IMPROVEMENT COMMITTEE RECOMMENDATION:** The Capital Improvement Committee reviewed this resolution at their meeting on December 13, 2017 and approved forwarding this item on to the full Board with a recommendation for approval.

**BACKGROUND:** In November 2013, the Board of Park Commissioners approved a \$300,000 contract hiring of Site Workshop to do the 10% design efforts to define Waterfront Phase 1. Completion of this study led to the approval in 2014 by the Board of Park Commissioners of an A&E contract with Site Workshop to lead the completion of the Waterfront Phase 1 design. Four contract amendments were subsequently executed, as listed below.

November 2013	R80-13 Board Approved \$300,000.00	10% Design Study
October 2014	PW70-14 Board Approved \$2,694,000.00	100% Design Study
January 2015	Amendment # 1—Admin. approved \$1,000.00	Addition error
December 2015	Amendment #2- PW85-15 Board Approved \$ 925,000.00	Additional Scope added
July 2016	Amendment #3 – PW69-16 Board Approved \$ 791,868.00	Additional Scope Added
August 2016	Amendment # 4 – Approved by Brett Freshwaters \$ 69, 660.00	EPA requested additional Geotechnical inspections
March 2017	Amendment # 5 - PW24-17 Board Approved \$490,896.00	Additional Scope added for Signage at Roundabout, utilities, and geo-technical inspections

The project scope for the contract with amendments includes:

**Primary Projects:**

1. **Triangle Development & Parking** – Irrigation planning & design, adding fill and soil erosion control, lighting and utility coordination, creation of wall and slope stabilization and providing an expanded overflow parking.
2. **Trial, Bridge & Parking** – Build an 18-20’ wide bridge to continue the trail over the boat launch parking and the WSDOT highway leading to the ferry terminal. Anticipated bridge length is 550’.
3. **Park on the Peninsula** – EPA is reimbursing MPT for the costs to cap and armor the shoreline of the Peninsula. Once completed, MPT will then finish the park area at the Peninsula by providing parking, irrigation, a public restroom and power stubs for events.
4. **Pearl Street Roundabout** -- Provide design coordination and permitting with the City of Tacoma and Washington Department of Transportation on the proposed roundabout at the entry to Point Defiance Park.

Since the last Waterfront Phase 1 contract board approval, the project has increased in size and scope resulting in requiring additional design services. The additional scope included in Amendment #6 is listed below:

**Additional Project Scope:**

1. Provide additional Geo-technical inspection services for activities specific to the Remedial Act.
2. City of Tacoma Permitting for Peninsula, Triangle and the Roundabout.
3. Scope adjustments including; Design for Tacoma Yacht Club, Expanded Construction Administration for Peninsula and Trail & Bridge.
4. Design revisions attributed to the elimination of ramp and stair dock access and replacement with gangway and ramp access.
5. Scope adjustments to develop entry signage for the roundabout that also required structural engineer services.
6. Re-design of Roundabout Plans and Specifications from GC/CM to Design, Bid, Build.
7. MACC increase from \$30,000,000 to more than \$46,000,000.00

Staff reviewed a proposal from Site Workshop and recommends the Board approve a contract amendment with Site Workshop in the amount of \$1,036,613 for a total contract amount of not-to-exceed \$6,009,044.00.

**FISCAL IMPACT:** A scope of services has been negotiated with Site Workshop LLC in the amount of \$6,009,044.00. The amount of project funds that have been allocated to the Pt Defiance Waterfront Phase 1 project from the Metro Parks Tacoma 2014 UTGO Bond is \$16,125,000.00. EPA will be reimbursing Metro Parks the amount of \$ 234,367.00 for this amendment.



Waterfront Phase 1 - Amendment #6 Fee Summary

Fee Item	GeoEngineers	Parametrix	Michael Courtney Design	Subtotal	Markup (8%)	Site Workshop Fee	SW Total (Fee + Markup)	Total
<b>Roundabout</b>								
Task 5a: Roundabout Redesign		\$29,315		\$29,315	\$2,345	\$1,600	\$3,945	\$33,260
Task 5b: Rndbt SWPPP/NPDES		\$40,400		\$40,400	\$3,232		\$3,232	\$43,632
Task 5c: Rndbt Design Bid Build		\$54,950		\$54,950	\$4,396	\$4,600	\$8,996	\$63,946
Task 5d: Rndbt Geotechnical Services	\$45,000			\$45,000	\$3,600		\$3,600	\$48,600
Task 5e: Rndbt Environmentl. Services	\$20,000			\$20,000	\$1,600		\$1,600	\$21,600
Task 5f: Rndbt Construction Staking		52,400		\$52,400	\$4,192		\$4,192	\$56,592
							Task Total	\$267,630
<b>Construction Administration - Peninsula</b>								
Task 8a: Water/Power Easements	\$0	\$6,700		\$6,700	\$536		\$536	\$7,236
Task 8b: Geotechnical Services-EPA	\$75,000			\$75,000	\$6,000		\$6,000	\$81,000
Task 8c: Environmental Services-EPA	\$36,300			\$36,300	\$2,904		\$2,904	\$39,204
Task 8d: PCO#109 Evaluation						\$15,000	\$15,000	\$15,000
Task 8e: Schedule Extension						\$115,000	\$115,000	\$115,000
Task 8f: Habitat Basin Planting						\$5,000	\$5,000	\$5,000
							Task Total	\$262,440
<b>Construction Administration - Triangle</b>								
Task 9a: 36" & 54" Storm Realign		\$26,350		\$26,350	\$2,108	\$2,400	\$4,508	\$30,858
Task 9b: Drainage const. support		\$2,400		\$2,400	\$192		\$192	\$2,592
Task 9c: Geotechnical Services-MPT	\$142,000			\$142,000	\$11,360		\$11,360	\$153,360
Task 9d: Environmental Services-MPT	\$52,800			\$52,800	\$4,224		\$4,224	\$57,024
Task 9e: Schedule Extension						\$115,000	\$115,000	\$115,000
							Task Total	\$358,834
<b>Additional Services - Signage</b>								
AS-4a: Signage Vision/Concepts*			\$24,000	\$24,000	\$1,920	\$11,650	\$13,570	\$37,570
AS-4b: Temp Signs			\$6,610	\$6,610	\$529	\$2,000	\$2,529	\$9,139
AS-4c: DD / Fabrication Intent			\$52,300	\$52,300	\$4,184	\$15,360	\$19,544	\$71,844
AS-4d: Fabrication Bid Assist.			\$4,700	\$4,700	\$376	\$900	\$1,276	\$5,976
AS-4e: Construction Administration			\$18,500	\$18,500	\$1,480	\$3,200	\$4,680	\$23,180
							Task Total	\$147,709
* This fee does NOT include the kickoff workshop, which was billed seperately under "Design Additions"								
<b>Total</b>	<b>\$371,100</b>	<b>\$212,515</b>	<b>\$106,110</b>	<b>\$689,725</b>	<b>\$55,178</b>	<b>\$291,710</b>	<b>\$346,888</b>	<b>\$1,036,613</b>

**ADDITIONAL INFORMATION:** For additional information, please contact Debbie Terwilleger at 253-305-1086.

**METROPOLITAN PARK DISTRICT OF TACOMA**

**RESOLUTION NO. PW4-18**

**AUTHORIZING A CONTRACT AMENDMENT #6 FOR ARCHITECTURAL & ENGINEERING SERVICES WITH SITEWORKSHOP, LLC**

WHEREAS, Metro Parks desires to make improvements at the waterfront area of Point Defiance Park; and

WHEREAS, on October 27, 2014 the Board of Park Commissioners approved a \$2,694,000.00 contract with Site Workshop for Architectural & Engineering Services for the Waterfront Phase 1 project; and

WHEREAS, as a correction of scope subtotals staff approved contract Amendment No. 1 in the amount of \$1,000.00 on January 12, 2015; and

WHEREAS, on December 14, 2015 the Board of Park Commissioners approved Amendment No.2 in the amount of \$ 925,000.00 for additional A &E services ; and

WHEREAS, on July 25, 2016 the Board of Park Commissioners approved Amendment No.3 in the amount of \$ 791,868.00 for additional A &E services ; and

WHEREAS, on August 29 , 2016 the Chief Financial Officer approved Amendment No.4 in the amount of \$ 69,660.00 for additional A &E services requested by EPA; and

WHEREAS, on March 13, 2017 the Board of Park Commissioners approved Amendment No. 5 in the amount of \$ 490,896.00 for additional A &E services; and

WHEREAS, scope, design and permitting of the roundabout; schedule additions; the development of a cooperative agreement with EPA for reimbursable services; and the need for additional construction administration and geotechnical testing, have produced the need for additional architectural and engineering services; 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. 6 with Site Workshop in the amount of \$1,036,613.00 for a total contract amount of not-to-exceed \$6,009,037.00;

The foregoing resolution was adopted by the Board of Commissioners of the Metropolitan Park District of Tacoma at a regular meeting held on \_\_\_\_\_, 2018.

ATTEST:

\_\_\_\_\_  
President

\_\_\_\_\_  
Secretary

\_\_\_\_\_  
Clerk



**MEMORANDUM**

TO: Board of Park Commissioners

THROUGH: Shon Sylvia, Executive Director *S. Sylvia*

FROM: Debbie Terwilleger, Director of Planning & Development

SUBJECT: **Contract Award to Massana Construction, Inc. for NW Trek Bear Fence Installation**

DATE: January 3, 2018

**EXECUTIVE SUMMARY:** This resolution authorizes the contract award to Massana Construction, Inc. for NW Trek Bear Fence Installation in the amount not to exceed \$415,120.43 including Washington State Sales Tax.

**CAPITAL IMPROVEMENT COMMITTEE RECOMMENDATION:** The Capital Improvement Committee reviewed this resolution at their meeting on December 13, 2017 and approved forwarding this item on to the full Board with a recommendation for approval.

**BACKGROUND:** Metro Parks Operates NW Trek and needs to upgrade the fence at the grizzly bear exhibit to a more robust fence system to enhance meeting industry standards for containment. This project includes two phases of work. Phase 1 included the demolition, disposal of the existing exhibit fence, and digging of a barrier trench. This work has been completed under separate small works roster contract awarded to Lake Tapps Construction for \$48,377.52 (including WSST).

This contract for Phase 2 will include the installation of new fence components, posts, rails, gates and all other components construction of a 12-foot tall exhibit perimeter fence for the grizzly bear enclosure, which connects to the existing holding dens.

The bid opening was held on December 11, 2017. Five (5) bids were received with four (4) considered responsive. Please refer to the attached bid tabulation for the list of contractors and bid amounts. Massana Construction, Inc. submitted low Base Bid in the amount of \$433,447.00 (not including WSST). Reference checks by staff have confirmed that Massana Construction, Inc. is a responsible contractor and performs quality work.

Staff is recommending award of the Base Bid, with deduct alternate 1, to install the grizzly exhibit fence in the amount of \$415,120.43 (including Washington State Sales Tax).

The construction is anticipated to take 100 calendar days to complete after issuance of a Notice to Proceed. Dan Belting will be project manager for this project.

**FISCAL IMPACT:** The funds allocated for this project in the amount of \$550,000 are from Metro Parks Tacoma 2014 Park Bond, Northwest Trek Wildlife Park.

Northwest Trek Bear Exhibit Fence Upgrades:

2014 UTGO Bond, Northwest Trek	\$ 550,000.00
1% for Art	-\$4,296.00
<b>Total</b>	<b>\$ 545,704.00</b>

Project Budget:

Bldg. Construction Ph-1 (completed)	\$48,377.52
Bldg. Construction Ph-2	\$415,120.43
Permits	\$ 2,000.00
Owner Cost	\$ 1,360.00
Contingency	\$ 78,846.05
<b>Total</b>	<b>\$ 545,704.00</b>

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



**METRO PARKS OF TACOMA  
NORTHWEST TREK - BEAR EXHIBIT FENCE UPGRADES  
PROJECT #T2017-04**

**BID RESULTS  
BIDS OPENED: December 11, 2017 @ 1:00 PM**

BIDDER NAME:	Construct Inc	Pease Construction	Massana Construction	Perimeter Security Group	Fence Specialist
Address	855 Trospen Rd. SW #108-345	3815 100th St SW #3A	4810 Pt. Fosdick Dr #237	N. 7488 Government Way	10708 Golden Given Rd. E
City, State Zip	Tumwater, WA 98512	Lakewood, WA 98499	Gig Harbor, WA 98335	Dalton Gardens, ID 83815	Tacoma, WA 98445
Contact	Andrew Christensen	Jordan Pease	Mark Massaman	Brenda Blood	Herman Hardtke
Telephone	360-236-8200	253-584-6606	253-250-9832	208-772-1700	253-531-5452
Fax	360-236-0285	253-581-7855	253-313-5462	208-762-8243	253-531-5457
Email	andrew@constructinc.biz	jordan@peaseinc.com	kesem@massanaconstruction.com	bids@perimetersecuritygroup.com	hermh@fencespecialist.com

**BID COMPLIANCE:**

Bidder's Proposal:	X	X	X	X	X
Responsible Bidder Requirements	X	X	X	X	X
Non-Collusion Affidavit:	X	X	X	X	X
Bid Bond/Money Order:	X	X	X	X	X
MWBE Form:	X	X	X	X	X
Certificate of Compliance:	X	X	X	X	X
Receipt of Addendum (3):	X	X	X	X	X

All bid amounts listed below do not include WST.

Base Bid Amount:	\$410,000.00	\$451,085.00	\$433,447.00	\$450,724.00	\$828,530.00
Alternate #01:	\$20,000.00	-\$19,799.00	-\$48,720.00	-\$19,400.00	-\$39,210.00

**METROPOLITAN PARK DISTRICT OF TACOMA**

**RESOLUTION NO. PW5-18**

**NW TREK BEAR FENCE INSTALLATION**

**BID#: T2017-04**

**CONTRACT AWARD TO MASSANA CONSTRUCTION INC.**

WHEREAS, the Board of Park Commissioners of the Metropolitan Park District of Tacoma desires to renovate NW Trek Bear Fencing; and;

WHEREAS, funds for the project consist of Northwest Trek Operating funds and Metro Parks Tacoma 2014 UTGO Bond ; and

WHEREAS; five (5) bids (Bid#: T2017-04) were received with four (4) being considered responsive; and

WHEREAS, the bid proposals included installation of the grizzly bear exhibit fence;

WHEREAS, the low Base Bid with Deduct Alternate 1 was submitted by Massana Construction, Inc., in the amount of \$415,120.43, has been reviewed by contract compliance and is considered a responsive bid; and

WHEREAS, Metro Parks staff has checked the references of Massana Construction, Inc. and find them to be responsible; Now, therefore, be it

RESOLVED by the Board of Park Commissioners of the Metropolitan Park District of Tacoma to award and execute the contract with Massana Construction, Inc., in the amount of \$415,120.43 (including WSST.)

The forgoing resolution was adopted by the Board of Park Commissioners of the Metropolitan Park District of Tacoma at a regular meeting held on \_\_\_\_\_ 2018.

\_\_\_\_\_  
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: **Point Defiance Zoo and Aquarium-Arctic Tundra Exhibit Renovations  
Contract Award to PGAV Destinations**

DATE: January 3, 2018

**EXECUTIVE SUMMARY:** This resolution authorizes contract award for PGAV Destinations to provide architectural and engineering services for the predesign study of the Arctic Tundra Exhibit Renovations; in the amount of \$120,000.00.

**CAPITAL IMPROVEMENT COMMITTEE RECOMMENDATION:** The Capital Improvement Committee reviewed this resolution at their meeting on December 13, 2017 and approved forwarding this item on to the full Board with a recommendation for approval.

**BACKGROUND:** Polar Bears have been a part of Tacoma's animal collection since 1938, and have become the signature animal for PDZA and its messages and programming around climate change. In 1982, the Zoo opened an Arctic Tundra exhibit featuring polar bears, which quickly earned National attention. It was awarded the title of 'Best New Exhibit' from the Association of Zoos & Aquariums. Three bears initially inhabited that new exhibit, and it rapidly became a popular Tacoma attraction.

Over the past thirty years, the Arctic Tundra exhibit has continued to be one of the star attractions at PDZA. While standards for animal care have changed, the exhibit still provides an inspiring view of these charismatic animals. Their image has been the zoo logo for the past 26 years and has been used repeatedly in graphics and promotions. Later, because of their excellent reputation, PDZA was selected to house two bears that were confiscated by the Fish and Wildlife Service from a Mexican circus that was touring Puerto Rico in 2002.

The size and design features of the existing Polar Bear exhibit must be modified to meet the recommendations in the Association of Zoos and Aquariums (AZA) Polar Bear Animal Care Manual (2009), which are based on the standards outlined in the Manitoba Polar Bear Protection Act (2002). Additional modifications include ADA modifications to the Public Viewing building, paving, roof repairs and landscaping.

The RFQ was issued for the procurement of these professional services and six (6) submittals were received. Two (2) finalists were interviewed with the evaluation panel selecting PGAV Destinations as the successful team.

PGAV Destinations is a St. Louis, Missouri based company and was selected based upon the team's similar experience with Polar Bear, Arctic Tundra, and other like exhibits. PGAV has been involved in some of the most acclaimed Polar Bear exhibits across the country in recent years.

The scope of service for PGAV Destinations will include, but not be limited to providing an in-depth predesign study and analysis for achieving professional management and breeding standards regarding Polar Bears, conceptual architectural site plans and perspective drawings, a project schedule, and formal presentations regarding the study. Based on the outcome of the predesign study and analysis, MPT may choose to move into full design via an amendment to this contract.

**FISCAL IMPACT:** A scope of services has been negotiated with PGAV Destinations in the amount of \$120,000.00. The funds allocated to this project in the amount of \$10,000,000.00 are from the 2014 UTGO Park Bond Point Defiance Zoo & Aquarium; Polar Bear Exhibit.

**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. PW6-18**

**POINT DEFIANCE ZOO & AQUARIUM – ARCTIC TUNDRA EXHIBIT RENOVATIONS  
CONTRACT AWARD TO PGAV DESTINATIONS**

WHEREAS, the Board of Park Commissioners of the Metropolitan Park District of Tacoma desires to renovate the Point Defiance Zoo & Aquarium – Arctic Tundra; and

WHEREAS, PGAV Destinations was selected to provide predesign services from a review of six (6) Statements of Qualifications (SOQs) that were obtained from qualified architect / engineer / landscape architect teams in response to Metro Parks public solicitation, with two (2) teams being interviewed; and

WHEREAS, a scope of services was developed with PGAV Destinations to provide architectural and engineering predesign services for the Point Defiance Zoo & Aquarium – Arctic Tundra Exhibit Renovations; and

WHEREAS, funds for the project are provided by 2014 UTGO Park Bond Point Defiance Zoo & Aquarium; Polar Bear Exhibit, in the amount of \$10,000,000.00; 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 predesign services to PGAV Destinations in the amount of \$120,000.00.

The forgoing resolution was adopted by the Board of Park Commissioners of the Metropolitan Park District of Tacoma at a regular meeting held on \_\_\_\_\_ 2018.

\_\_\_\_\_  
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: Titlow Park Master Plan Update RFQ #J2017-13  
Contract Award to Site Workshop**

DATE: January 3, 2018

**EXECUTIVE SUMMARY:** This resolution authorizes A&E contract award for the Titlow Park Master Plan Update to Site Workshop in the amount of \$143,000.00.

**CAPITAL IMPROVEMENT COMMITTEE RECOMMENDATION:** The Capital Improvement Committee reviewed this resolution at their meeting on December 13, 2017 and approved forwarding this item on to the full Board with a recommendation for approval.

**BACKGROUND:** This project will involve master planning consulting services to help MPT determine the best use for the Hidden Beach area at Titlow Park.

In 2010 a master plan for Titlow Park was developed; however with the Tacoma Outboard Association (TOA) occupying the Hidden Beach area, no plans were developed for the TOA site. With recent financial restrictions on the TOA and the current lease expiring at the end of 2016, it is necessarily to update the master plan to determine the best public use of Hidden Beach.

The 2018 Titlow Park Master Plan Update will involve several public meetings to obtain visitor/public input and develop design recommendations for future capital work. The TOA-Hidden Beach area will be analyzed as well as the forest-trail area in the north portion of the park, and schematic design options will be vetted with MPT and the public to determine the proposed action. Adaptive re-use of existing facilities and infrastructure related to the former TOA site will be a consideration.

The RFQ was advertised in May of 2017. MPT received six (6) submittals, and out of the six (6) we selected three (3) firms to interview. Based on the interviews and submittals scoring, we selected Site Workshop.

Site Workshop is a Seattle-based company and was selected based upon the team's experience with master planning, local agency work, and public involvement. The scope of services for Site Workshop will include, but is not be limited to, leading public meetings, collaboration with Metro Parks, preparation of schematic design options for the Hidden Beach public-use, estimation of

probable construction costs for various options, collaboration with separate consultants & contractors addressing Phase 1 select demolition of former TOA facility infrastructure, and providing final graphics, drawings and narrative for the Master Plan Update.

**FISCAL IMPACT:** The funds for the Titlow Park Master Plan Update will be accounted for in the 2014 UTGO Capital Improvement Bond; Waterfront Parks and Facilities. For project implementation purposes the following is a breakdown of the funding sources and project budgets.

**Funding:**

2014 UTGO Bond Fund – Waterfront Parks and Facilities	\$ 150,000.00
<b>Total</b>	<b>\$ 150,000.00</b>

**Budget:**

Planning & Design	\$ 143,000.00
Owner Cost	\$ 6,000.00
Communication	\$ 1,000.00
<b>Total</b>	<b>\$ 150,000.00</b>

**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. PW7-18**

**TITLOW PARK MASTER PLAN UPDATE  
RFQ NO J2017-13  
CONTRACT AWARD TO SITE WORKSHOP**

WHEREAS, the Board of Park Commissioners of the Metropolitan Park District of Tacoma desires to update the 2010 Titlow Park Master Plan; and

WHEREAS, funds for the project consist of Metro Parks 2014 UTGO Capital Improvement Bonds; and

WHEREAS, Six (6) Statements of Qualifications (RFQ #J2017-13) were received with Six (6) being considered responsive; and

WHEREAS, the Statements of Qualifications addressed the requirements of the project and the experience of the firms; and

WHEREAS, a Selection Committee reviewed and scored Site Workshop as the most-qualified firm;

RESOLVED by the Board of Park Commissioners of the Metropolitan Park District of Tacoma to award the A&E contract to Site Workshop in the amount of \$143,000.00 (includes Washington State Sales Tax).

The forgoing resolution was adopted by the Board of Park Commissioners of the Metropolitan Park District of Tacoma at a regular meeting held on \_\_\_\_\_, 2018.

\_\_\_\_\_  
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: Point Defiance Park Waterfront Phase 1  
Accepting and Appropriating Additional Funding and Amending the  
Environmental Protection Agency Cooperative Agreement and the Capital  
Improvement Plan**

DATE: January 3, 2018

**EXECUTIVE SUMMARY:** The Cooperative Agreement is the inter-agency financial agreement that created a way for the EPA to reimburse Metro Parks for the cost of the environmental remediation included in the Waterfront Phase I project. This resolution authorizes the Executive Director to amend the Cooperative Agreement with the Environmental Protection Agency (EPA) and the 2017-2018 Capital Improvement Plan.

**CAPITAL IMPROVEMENT COMMITTEE RECOMMENDATION:** The Capital Improvement Committee reviewed this resolution at their meeting on December 13, 2017 and approved forwarding this item on to the full Board with a recommendation for approval.

**BACKGROUND:** Metro Parks continues to advance the improvements to the Waterfront at Point Defiance; including the Trail & Bridge, Boat Trailer Parking, Park on the Peninsula, and all associated utility and site improvements. Concurrently, the EPA is tasked with completing the remediation of the slag peninsula. To maximize efficiencies, the two agencies are combining both peninsula efforts into the Waterfront Phase I project.

Metro Parks will take on all project management responsibilities for this project; including public notifications, design, permitting, bidding, and construction. The EPA will only provide reimbursement for work related to the remedial action required to cap/armour the peninsula; including legal fees, construction, inspection fees, design, and construction administration.

**FISCAL IMPACT:** The EPA Cooperative Agreement was authorized by the Board of Commissioners on December 14, 2015, Resolution No. R87-15 and the reimbursement was estimated at \$16,000,000, but was based on the agreed upon scope stated in the Cooperative Agreement for \$16,037,930. A previous amendment was authorized by the Board of commissioners on April 24, 2017, Resolution No. R38-17 in the amount of \$ 4,859,297 which increased the Cooperative Agreement to a total of \$ 20,897,227. This amendment, by increasing the EPA funding commitment by \$4.5M will increase the Cooperative Agreement to the amount of \$ 25,397,227. The estimated amount will continue to fluctuate to match the actual cost of remediation upon

completion of the project. The Cooperative Agreement will also establish the process and requirements for all transactions and payments between the EPA and Metro Parks.

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



**METROPOLITAN PARK DISTRICT OF TACOMA**

**RESOLUTION NO. R8-18**

**POINT DEFIANCE WATERFRONT PHASE 1 PROJECT  
ACCEPTING AND APPROPRIATING ADDITIONAL FUNDING AND AMENDING THE  
ENVIRONMENTAL PROTECTION AGENCY COOPERATIVE AGREEMENT AND THE  
CAPITAL IMPROVEMENT PLAN**

WHEREAS, the 2006 Strategic Parks and Program Services Plan identifies several major goals: to provide public access to the Puget Sound for water-related recreation and trail uses; to provide more public access to waterfront and green spaces; and to continue to work with public and private partners to build and plan other public park spaces to create and integrated and connected esplanade for public enjoyment; and

WHEREAS, the 2006 Strategic Parks and Program Services Plan further identifies as a major strategy the need to support the efforts of partner agencies to preserve the environment through active participation and input in planning and regulatory processes such as Shoreline Master Plans; and

WHEREAS, the 2008 Point Defiance Concept Plan and the 2015-2021 Capital Improvement Plan identifies the enhancements of the Point Defiance Waterfront; and

WHEREAS, the Board of Park Commissioners of the Metropolitan Park District of Tacoma approved the Environmental Protection Agency Cooperative Agreement on December 14, 2015 through Resolution No. R87-15 for \$16,037,930; and

WHEREAS, the Board of Park Commissioners of the Metropolitan Park District of Tacoma approved additional funding by amending the Cooperative Agreement by \$4,859,297 on April 24, 2017 through Resolution#: R38-17; Now, therefore, be it

RESOLVED, by the Board of Park Commissioners to accept and appropriate an additional \$4,500,000 for a total of \$25,397,227 from The Environmental Protection Agency for the slag peninsula remediation and for the implementation of the Point Defiance Park Waterfront Phase I project; and

BE IT FURTHER RESOLVED, that the Executive Director be authorized to enter into amendments to the Cooperative Agreement with the Environmental Protection Agency and the 2017-2018 Capital Improvement Plan.

The foregoing resolution was adopted by the Board of Commissioners of the Metropolitan Park District of Tacoma at a regular meeting held on \_\_\_\_\_, 2018.

ATTEST:

\_\_\_\_\_  
President

\_\_\_\_\_  
Secretary

\_\_\_\_\_  
Clerk  
39





**MEMORANDUM**

TO: Board of Park Commissioners  
THROUGH: Shon Sylvia, Executive Director *Shon Sylvia*  
FROM: Debbie Terwilleger, Director of Planning & Development  
SUBJECT: **Naming the Peninsula and Trail at Point Defiance**  
DATE: January 2, 2018

**EXECUTIVE SUMMARY:** This resolution provides recommendations for the naming of two features that are part of the Waterfront Phase I project at Point Defiance Park: a new 11-acre waterfront development and pedestrian trail. After an extensive branding process, which incorporated analysis by a cross-departmental team of MPT employees and extensive public solicitation for names, staff is recommending that the 11 acre waterfront site shall be named: ***Dune Peninsula at Point Defiance Park***. A further recommendation is for the loop trail on the peninsula to be designated: ***Frank Herbert Trail***.

**BACKGROUND:** The Waterfront Phase I project features the environmental remediation and creation of a new 11-acre waterfront park on what was previously known as the “slag” peninsula—a man-made breakwater composed of by-products from the ASARCO copper smelter. The new waterfront recreation area will provide a unique experience on a site that has been transformed into a place for people to experience sweeping views and meandering trails on a scale much different than other parks in the MPT system. As the site is considered part of Point Defiance Park, its name will refer to the land as a peninsula, and not a separate park.

MPT Park Board Policy No 000.004—*Naming Parks, Recreation Areas, Facilities and Grounds* provides guidance and criteria for the naming of new parks and facilities. MPT uses this policy as the basis for naming decisions, and has the ability to augment the process to expand public input and consider branding implications for selected locations.

In addition to the criteria set forth in the policy, staff recommended that additional criteria be considered to address branding considerations, the site’s scale, and program-friendly amenities such as the event lawn, uniqueness and visibility. The criteria were published as part of a public survey in the summer of 2017, which resulted in over 500 names being submitted for the peninsula. Using the criteria, the cross departmental team narrowed down the list of names for the Executive Director’s consideration, noting the following key elements which proved to be deciding factors:

- The name should evoke the unique geography/landforms of this unusual landscape;
- “People” names should have a direct connection to Point Defiance Park. (Many submittals would honor individuals with significant contributions to Tacoma as a whole, but not specific to Point Defiance.)
- The name should be broad (and simple) enough to encompass specific features with the peninsula, which might have their own sponsored names.

The variety and creativity of the names proposed were impressive. Ultimately, the names most compelling to the team were those related to the work of Frank Herbert—author of the award-winning series of books (*Dune*.)

**RECOMMENDATION #1: *Dune Peninsula at Point Defiance Park***

Over 300 entries related to the book or the author were submitted for consideration. The recommendation provides a simple, evocative identifier that highlights the uniqueness of the peninsula remediation and new park features. On a literary level, it honors the name of the book series by Frank Herbert, a famous Tacoma author, which was inspired by the environmental history of Tacoma’s Asarco copper smelter site, directly adjacent to the peninsula. Further, from a branding perspective, the name’s simplicity offers many advantages in the future marketing of programs and activities at the site.

**RECOMMENDATION #2: “*Frank Herbert Trail*”**

In making this recommendation, staff considered that the author himself warranted recognition. Several nameable elements were also identified; of these, the trail—which meanders around the site with secondary side trails that climb to the top of the sail mounds for sweeping water views—offers that opportunity to further showcase the contribution that Frank Herbert has made to Tacoma. Future efforts could also include commissioning of artworks along the trail using the District’s 1% for the Arts program.

**FISCAL IMPACT:** The name of the peninsula will be an important element for the overall brand, which will in turn contribute to a sustainable revenue source to support ongoing programming, rentals and maintenance and operations at Point Defiance Park.

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

**METROPOLITAN PARK DISTRICT OF TACOMA**

**RESOLUTION NO. R9-18**

**NAMING THE PENINSULA AND TRAIL AT POINT DEFIANCE:  
“DUNE PENINSULA AT POINT DEFIANCE PARK”  
AND  
“FRANK HERBERT TRAIL”**

WHEREAS, the Waterfront Phase I project at Point Defiance Park features the environmental remediation and creation of a new 11-acre waterfront site on what was previously known as the “slag” peninsula—a man-made breakwater composed of by-products from the ASARCO copper smelter; and

WHEREAS, the new waterfront site will provide a unique experience on a site that has been transformed into a place for people to experience sweeping views and meandering trails; and

WHEREAS, per Board Policy No. 000.004 Naming Parks, Recreation Areas, Facilities and Grounds, the Board retains the authority to approve the naming or renaming of a park or facility; and now, therefore, be it

RESOLVED by the Board of Park Commissioners of the Metropolitan Park District of Tacoma that the new 11-acre waterfront site be hereby named Dune Peninsula at Point Defiance Park; and further, be it

RESOLVED by the Board of Park Commissioners of the Metropolitan Park District of Tacoma that the loop trail within the site be hereby named Frank Herbert Trail.

The forgoing resolution was adopted by the Board of Park Commissioners of the Metropolitan Park District of Tacoma at a regular meeting held on \_\_\_\_\_ 2018.

\_\_\_\_\_  
President

ATTEST:

\_\_\_\_\_  
Secretary

\_\_\_\_\_  
Clerk





**MEMORANDUM**

TO: Board of Park Commissioners

THROUGH: Shon Sylvia, Executive Director *Shon Sylvia*

FROM: Joe Brady, Chief Strategy Officer

SUBJECT: **Adoption of the District Strategic Master Plan**

DATE: January 2, 2018

**EXECUTIVE SUMMARY:** After a seven-month process including a review of all current and previous District-level strategic planning documents and their prescribed actions, key leadership interviews, an anecdotal web survey, numerous public & MPT Advisory Council meetings, staff meetings, a recommended Strategic Master Plan is being presented for a formal Board adoption.

The plan includes an Implementation Matrix with Strategies and Tactics that are designed to be integrated into the work plan and budgetary decisions of the agency over the next six years. Given high usage and satisfaction rates by residents, the vast majority of the solutions in the plan are shifts of degree and do not require major fundamental changes in how Metro Parks Tacoma programs and services are delivered to the community.

**BACKGROUND:** The MPT Strategic Master Plan is a planning document that requires updating every six years to provide the agency with broad policy level directions. The document affirms the agency's mission, vision and core values, as well as commitment to three mission led program areas – Active Lifestyle & Community Wellness, Culture & Heritage and Nature & Environment. In addition, the document provides a broad series of agency level performance measures, a comprehensive park classification system, and a broad target for the agency's level of service for parkland within the geography of the District.

In addition to accomplishing many of the requirements for CAPRA accreditation and ensure agency grant eligibility with the State of Washington, the project objectives included:

- Development of a document that is concise, user-friendly, and implementable with clear high level strategies for 6 years, effective in 2018.
- Review the agency's Mission, Vision, Values, Goals and Objectives regarding public expectations and performance evaluations.

- Draw upon data, findings and recommendations in Community Assessment and locally-adopted applicable Plans to update current agency and community needs.
- Evaluation and alignment of the agency's goals and objectives regarding community needs and opportunities.
- Development of policy recommendations of best practices in strategic planning for park systems, particularly in the area of performance measures and levels of service.
- Ensuring that a comprehensive suite of opportunities for park customers, elected and appointed officials, partner organizations, staff, and constituents of the District to provide feedback and direction in the development of the plan.

The MPT Strategic Action Plan serves as the top level planning document that forms the umbrella for all other MPT planning efforts. As discussed above, this plan meets several CAPRA requirements and informs the District's biennial budget development process.

In an effort to simplify the agency's planning framework, staff will combine this document with the Mission Led Comprehensive Program and the Parks and Facilities Level-of-Service Plans to form a singular MPT Comprehensive Master Plan in 2018.

**FISCAL IMPACT:** This Strategic Master Plan includes an Implementation Matrix with 48 tactical solution statements. These strategies will be enacted over the next six years. Many do not have budgetary implications. Those that do will be included in the budget proposals brought forth each biennium.

**ADDITIONAL INFORMATION:** For additional information, please contact Joe Brady, Chief Strategy Officer, at 253-305-1014.



**METROPOLITAN PARK DISTRICT OF TACOMA**

**RESOLUTION NO. RR10-18**

**ADOPTION OF THE DISTRICT STRATEGIC ACTION PLAN**

WHEREAS, Metro Parks Tacoma has committed to a system of planning that ensures that the agency continues to provide opportunities for residents to play, learn and grow; and

WHEREAS, CAPRA accreditation standards and guidelines from the Washington State Recreation and Conservation Office establish criteria for excellence in broad agency level planning that this plan satisfies; and

WHEREAS, Metro Parks Tacoma is committed to the constant and long term endeavor to improve and strengthen the purveyance of parks and recreation services to all District residents; and

WHEREAS, Metro Parks Tacoma is invested in making regular strategic direction as an accountable and responsive agency that contributes to a sustainable and livable city by providing a wide range of accessible, inclusive, affordable, convenient and safe opportunities to meet the diverse needs of the changing community; and

WHEREAS, the adoption of the Strategic Master Plan will advance the District's values of innovation, excellence, equity, inclusiveness, and accountability; therefore, be it

RESOLVED that the Board of Park Commissioners of the Metropolitan Park District of Tacoma adopts the Strategic Master Plan to guide decisions that advance program and service delivery to District residents.

The foregoing resolution was adopted by the Board of Commissioners of the Metropolitan Park District of Tacoma at a regular meeting held on \_\_\_\_\_ 2018.

ATTEST:

\_\_\_\_\_  
President

\_\_\_\_\_  
Secretary

\_\_\_\_\_  
Clerk

