

Proposed Agenda & Meeting Materials
July 15, 2020 - 5:00 PM
Capital Improvement Committee Meeting (CIC)
Telephonic Meeting



ATTENTION:

Protecting the public, our partners, and our staff are of the utmost importance.

Due to recent health concerns with the novel coronavirus and in compliance with the Governor's Executive Order 20-28.2 (amending 20-05, 20-28, 20-28.1 , 20-28.2, 20-28.3, 20-28.4 & 20-28. 7), this meeting will be held remotely.

The public is encouraged to participate via telephone or Zoom and will be given opportunities to comment, as noted below.

You can listen to the Capital Improvement Committee Meeting (CIC) online by following the instructions below: (either by online link or by phone)

Topic: Metro Parks Tacoma Capital Improvement Committee (CIC) Meeting

Time: July 15, 2020 05:00 PM Pacific Time (US and Canada)

Join Zoom Meeting Online by clicking the link below:

<https://zoom.us/j/95041531173?pwd=ZUsvRmRLOUpNTWdZdGFxM085Zz09>

Or Dial:	(253) 215-8782
Enter Meeting ID:	950 4153 1173
Password:	039699
Participant ID:	No ID needed, just press #

Order of Presentation: In general, each agenda item will include a short staff presentation, followed by board discussion. Public Comment is not taken at this committee meeting.



**BOARD OF PARK COMMISSIONERS
CAPITAL IMPROVEMENT COMMITTEE
AGENDA**

**July 15, 2020
5:00 PM**

MINUTES FROM June 24, 2020

PROJECT STATUS REPORT

DISCUSSION ITEMS

- **City of Tacoma Railroad Safety Project at Titlow Park & 6th Avenue**

ACTION ITEMS

- **PDZA Mechanical Upgrades - TMEC, LLC Contract Change Order No 4**

FUTURE AGENDA TOPICS

ADJOURNMENT



**BOARD OF PARK COMMISSIONERS
CAPITAL IMPROVEMENT COMMITTEE
(VIRTUAL MEETING)**

**June 24, 2020
5:00 PM
MINUTES**

Attendees: Commissioner Pointer, Commissioner Baines (absent)

Staff Support: **Marty Stump**, Deputy Director - Planning & Development Department; **Mary Kay Henley**, Planning Administration

Acceptance of Minutes: Minutes from the May 13, 2020 meeting were approved as written

Project Status

N/A

Discussion Items

Capital Program – 2020 and 2021 Project Scheduling

- Marty led a discussion on our capital projects schedule over the next few years. He explained there is an overall slowdown due to COVID 19 leading to staffing reductions.
- Projects were selected based on seven criteria. Marty detailed this process by reviewing a previous presentation to the Board. He followed this with a new mapping presentation that highlighted the distribution of upcoming projects, noting equitable distribution across Metro Park's boundaries.
 - The first map provided a snapshot of projects currently under construction and those intended for bidding between now and the end of this year. Marty explained that critical infrastructure needs were focused on, mentioning Pt. Defiance Park's Marina Boathouse, Owen Beach, Dickman Mill Headsaw, Swan Creek and Meadow Park Golf Course Bridge.
 - The following map presented projects in the design and planning stages through the end of this year. It was pointed out that a lot of work goes into the design and planning process before a project actually moves into construction. Projects mentioned included Gas Station Park and Titlow Park Master Plan
 - Commissioner Pointer asked the status of the Gas Station Park project now that the City of Tacoma has withdrawn their monetary contribution. Marty reported Metro Parks will continue moving the project forward through the conceptual drawings and public engagement phase.
 - The third slide mapped projects in construction and bidding during 2021-2026. Marty noted critical infrastructure were still the focus, highlighting project construction starts for Pt Defiance Park Sanitary Sewer Lift Station and Swan Creek Phase II. Projects mentioned entering bidding during 2021 were Browns Point Park improvements (including tennis courts), Melanie's Park, Pt. Defiance Park Loop Trail, Portland Ave. Park, STAR Center Playground Safety Surface and Tacoma

Nature Center's renovation. He noted the parking lot expansion project at PDZA hasn't been decided on yet.

- The last map features a number of projects being considered for the 2021-2026 CIP currently being developed. Marty reported we are being mindful of all collaborative agency efforts during this selection phase. Projects mentioned included Heidelberg Sports Village and Lincoln Park Phase II.
- Marty concluded by asking for Board feedback on this initial prioritization. Commissioner Pointer suggested forwarding this mapping information to the Board. Marty will coordinate this and ask that any questions be directed to him.

Action Items

Dawson Park - Property Ownership and ROW Vacation

- Although originally scheduled for review at today's meeting, this action item is being delayed until all necessary documents can be pulled together.
- As background, Marty explained we own the property at Dawson Park, highlighting its location using a new GIS mapping tool. He explained Pierce County was doing grant-driven improvements to the property, when it was discovered that some former street right-of-ways were never properly vacated. And since we own the land, we need to take the lead in correction this situation.
- Metro Parks is reviewing a number of options including deeding the property over to Pierce County or a possible land trade. County-owned property Metro Parks is considering is by Swan Creek and along Ruston Way.
- It was pointed out that Dawson Park currently falls outside Tacoma's city limits, however future annexation shows it falls within.
 - Commissioner Pointer asked if the people living around Dawson Park pay taxes to Metro Parks. Marty stated he doesn't believe so, and will check if the unincorporated area around Dawson Park pays taxes to Metro Parks.
- Marty concluded that this item will be back on the agenda at the next CIC meeting in two week.

Meeting Adjourned



MEMORANDUM

TO: Board of Park Commissioners

THROUGH: Shon Sylvia, Executive Director

FROM: Debbie Terwilleger, Director of Planning & Development

SUBJECT: **TMEC, LLC Contract Change Order No 4 for the PDZA Mechanical Upgrades**

DATE: 07/06/2020

EXECUTIVE SUMMARY: This resolution authorizes contract change order no. 4 for the PDZA Mechanical Upgrades in the amount not to exceed \$178,275.57, including Washington State Sales Tax.

CAPITAL IMPROVEMENT COMMITTEE RECOMMENDATION:

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BACKGROUND: The PDZA Mechanical Upgrades project will install new boilers located in the Elephant Barn and the South Pacific Aquarium, assess existing HVAC systems located in the Wild Wonders Outdoor Theatre, and complete upgrades based upon the assessment.

Utilizing competitive bidding procedures (J2019-17), TMEC, LLC was selected as the lowest responsive bidder with a bid in the amount of \$429,669.80, including Washington State Sales Tax.

The contract was approved by the Board of Park Commissioners on October 28, 2019 by Resolution# PW65-19 in the amount of \$429,669.80 for construction services. Change Order No. 1 was issued on 1/28/2020 in the amount of \$ 10,780.04 and was approved by Alan Varsik on 02/2/20. Change Order No 2 was issued and approved on March 17, 2020 in the amount of \$ 31,550.38 by Fred Ramey on behalf of Alan Varsik. Change Order No 3 was a time extension only due to COVID 19 shut down and was approved by Fred Ramey on 4/26/2020.

Staff is requesting approval for Change Order No 4 in the amount of \$ 178,275.57 for the needed safety requirements in the Elephant Barn recommended by CDC, NIOSH, and the Pierce County Health Department.

FISCAL IMPACT: The funds for this project are from 14UTGO PDZA, North Pacific Aquarium & Exhibits, and Miscellaneous Capital Improvements.

Funding:

2014 Park Bond (PDZA, Misc. Capital Improvements)	\$ 828,388
1% for Art	<u>\$(8283.88)</u>
Total	\$ 820,104.12

Budget:

Planning & Design	\$ 68,800.00
Tmec LLC (includes tax)	\$ 651,016.79
Northwest Aire Services	\$ 17,298.91
Owner Costs	\$ 7,424.05
Contingency	<u>\$ 65,101.68</u>
Total	\$ 809,641.43

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

METROPOLITAN PARK DISTRICT OF TACOMA

RESOLUTION NO. PWXX-XX

PDZA MECHANICAL UPGRADES TMEC, LLC CONTRACT CHANGE ORDER NO 4

WHEREAS, the Board of Park Commissioners of the Metropolitan Park District of Tacoma desires to make upgrades to PDZA Mechanical systems; and;

WHEREAS, funds for the project consist of 2014 Park Bond, North Pacific Aquarium & Exhibits, Miscellaneous Capital Improvements fund; and

WHEREAS, the low Base Bid was submitted by Tmec, LLC, in the amount of \$429,669.80, and was awarded by the Board of Directors on October 28, 2019, PW65-19; and

WHEREAS, staff approved Change Order No. 1 in the amount of \$ 10,780.04 for a total contract amount of \$440,449.84; and

WHEREAS; staff approved Change Order No 2 in the amount of \$ 31,550.38 for a total contract amount of \$ 472,000.22; and

WHEREAS, staff approved Change Order No.3 as a no cost change order for time extension only due to the COVID 19 shutdown; Now, therefore, be it

RESOLVED by the Board of Park Commissioners of the Metropolitan Park District of Tacoma to award and execute the contract change order no 4 with Tmec, LLC, in the amount of \$178,275.57 (including WSST.)

The foregoing resolution was adopted by the Board of Park Commissioners of the Metropolitan Park District of Tacoma at a regular meeting held on _____2020.

President

ATTEST:

Secretary

Clerk