

**METROPOLITAN PARK DISTRICT
OF TACOMA**



AGENDA

**JULY 27, 2020
6:00 P.M.
REMOTE MEETING**

Via Telephone
Dial: 253-215-8782
Enter Meeting ID: 983 0620 0164#
Participant ID: no ID needed just press #
or

Listen and view presentations of the
Regular Park Board Meeting via the Zoom link:

Join Zoom Meeting
<https://zoom.us/j/98306200164>

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

COMMISSIONERS

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

5:30 P.M. **STUDY SESSION** BUDGET UPDATE

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

ROLL CALL

SPECIAL PRESENTATIONS

PRESIDENT'S REPORT

STANDING COMMITTEE & COMMISSION REPORTS

EXECUTIVE DIRECTOR'S REPORT

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



REGULAR MEETING

COMMUNITY COMMENTS

Community comment is encouraged to be submitted in advance of the meeting in written form. Please submit written comments to the Board by 5pm on July 27, 2020 by e-mailing them to Jennifer Bowman at jenniferb@tacomaparks.com Comments will be compiled and sent to Board members in advance of the meeting. Comments may also be left on voicemail at 253-305-1091 by 5pm on July 27, 2020. Verbal comments will also be allowed during the meeting. To request to speak during community comments, please press the Raise Hand button near the bottom of your Zoom window or *9 on your phone. All speakers will have up to three minutes to speak.

MINUTES

(5-8) MINUTES OF THE JULY 13, 2020 REGULAR BOARD MEETING

CONSENT AGENDA

REGULAR AGENDA

PURCHASING RESOLUTIONS

(Requiring one reading for adoption)

PUBLIC WORKS PURCHASING RESOLUTIONS

(Requiring one reading for adoption)

(9-12) **RESOLUTION NO. PW33-20**: PDZA MECHANICAL UPGRADES TMEC, LLC
CONTRACT CHANGE ORDER NO. 4
(Contact: Debbie Terwilleger, Director of Planning Development)

SINGLE READING RESOLUTIONS

(Requiring one reading for adoption)

SECOND READING RESOLUTIONS

(Requiring two readings for adoption)

FIRST READINGS:

(Requiring two readings for adoption)

UNFINISHED BUSINESS CAPITAL PROJECT UPDATE

NEW BUSINESS

BOARD COMMENTS

EXECUTIVE SESSION LABOR AGREEMENT

ADJOURNMENT

UPCOMING BOARD MEETINGS

July 29, 2020	Capital Improvement Committee	5:00 PM	Remote Meeting
August 7, 2020	Board Mid-Year Retreat	8:30 AM	Remote Meeting
August 10, 2020	Regular Park Board Meeting	6:00 PM	Remote Meeting
August 12, 2020	Capital Improvement Committee	5:00 PM	Remote Meeting

*Remote meeting details can be found on the Metro Parks Website www.metroparkstacoma.org
*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
July 13, 2020**

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

IN THE CHAIR: Tim Reid

PLACE: Remote call in meeting

REGULAR MEETING

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

SPECIAL PRESENTATIONS

PARKS AND RECREATION MONTH PROCLAMATION

Marina Becker introduced the resolution noting that July is National Park and Recreation Month. President Reid read a proclamation designating July as Parks and Recreation Month in the City of Tacoma.

PRESIDENTS REPORT

President Reid urged the community to continue wearing masks and practicing social distancing.

STANDING COMMITTEE AND COUNCIL REPORTS

Nature & Environment Advisory Council

Commissioner Hanberg noted that the Nature & Environment Advisory Council met last week. The council discussed the state of natural areas in the District as well as the status of some of the District's capital planning efforts.

Joint Municipal Action Committee

Commissioner Smith commented that the JMAC met last Friday with agency CEOs in attendance. Each agency reported on the actions they have taken since last month's meeting. Metro Parks reported that they have prepared an anti-racism resolution for board consideration. Pierce County reported on distribution of CARES funds they have received. Tacoma Pierce County Health Department reported out on contact tracing efforts and PPE distribution. Representatives from the City of Tacoma reported out on the status of their budget process. Tacoma Public schools commented on the hybrid learning approach proposed to take place this fall, which was influenced by community survey feedback and outreach. The Port of Tacoma reported out on the economic impact being felt at the port along with how community input is being gathered for their strategic plan. Commissioner Smith reported the next meeting is scheduled for August 14th.

EXECUTIVE DIRECTOR’S REPORT

Shon Sylvia introduced Alan Varsik, Director of Zoological & Environmental Education. Mr. Varsik commented on the steady attendance at the Zoo and NW Trek, as it is currently open for 25% occupancy. Mr. Varsik commented that the zipline at Trek is not operating and will likely be closed for the season. He noted that operations at both facilities are going well and for the most part guests are complying with the mask order as given by the governor.

Marina Becker, Director of Parks & Recreation was then introduced. Ms. Becker reported that the golf course and marina are continuing to see really great attendance. She commented that a number of camps started last week as well as the opening of most parking lots, a number of restrooms, and park amenities like playgrounds. In addition, Ms. Becker commented that the summer lunch program is operational although numbers are lower than past years; staff will continue to increase outreach and marketing of that free program to the community. Staff noted that volunteers are coming back in small groups and a park ambassador program is being stood up to assist with educating and reminding visitors about recreating responsibilities during this time of a pandemic. Ms. Becker also commented that drive in movies are being planned for August.

Board members inquired about restroom cleaning schedules and water fountains. Ms. Becker commented that open restrooms are cleaned and serviced three times per day. She also noted that drinking fountains are not operational but bottle filling station can be used.

Joe Brady, Chief Strategy Officer commented on the status of COVID aid funding. He commented that District will receive \$675,000 from the County CARES allocation for COVID related expenses including reimbursement first responder’s day camp and unemployment taxes. He commented that FEMA funding is continuing to be monitored.

COMMUNITY COMMENTS

Curt Anderson submitted a written comment addressing his concerns with the current exclusion of vehicles in areas of Point Defiance Park as it excludes community members who might be unable to walk, hike or bike. *(Full written comment kept in meeting file).*

Gregg Gagliardi submitted written comments addressing his support for keeping Point Defiance Park free of vehicles for the purpose of non-motorized recreation and to encourage social distancing. *(Full written comment kept in meeting file).*

Dillon Wiggins inquired as to why there are currently no camps or lunch programs being made available in the Hilltop neighborhood at this time.

Trevor Kagochi read a statement on behalf of the Hilltop Equity Access Committee in support of Resolution No. R32-20. Mr. Kagochi commented that the committee is available to help the District with the work to achieve the goals and objectives in the resolution related to equitable practices for youth in the Hilltop. *(Full written comment in meeting file).*

Sally Perkins commented in support of Resolution No. R32-20 noting that it provides hope to the community. She asked that Metro Parks engage in listening to people in the community that normally don’t participate to achieve the goals expressed in the resolution.

Jennifer Wiggins commented in support of Resolution No. R32-20. Mrs. Wiggins expressed her passion for serving children in the community and noted her commitment to the partner with the District to meet the goals of the resolution.

MINUTES OF THE JUNE 22, 2020 REGULAR BOARD MEETING

One correction was made to the minutes related to the seconding of the June 8th minutes. Commissioner Hanberg moved to adopt the minutes as corrected presented; seconded by Commissioner Pointer and passed on a vote of 5-0.

CONSENT AGENDA

RESOLUTION NO. P31-20: APPROVAL OF WARRANTS CLAIM FUND FO JUNE 2020

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

PURCHASING RESOLUTIONS

RESOLUTION NO. P31-20: AUTHORIZING PURCHASE OF GOODS AND SERVICES FOR METRO PARKS TACOMA

1. MERLINO MEDIA GROUP FOR CREATIVE SERVICES/ADVERTISING IN AN AMOUNT NOT TO EXCEED \$400,000 FOR 2020

Commissioner Pointer moved adoption of the resolution; seconded by Commissioner Hanberg.

Alan Varsik commented that media coverage has been very good but there is a need to use advertising and paid marketing to continue to promote the Zoo and Trek. Mr. Varsik commented that in light of current uncertainties surrounding the governor's safe start plan in the county, staff will proceed cautiously and only be purchasing media one month at a time and will delay Zoolights media purchase until late fall.

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

PUBLIC WORKS PURCHASING RESOLUTIONS None

SINGLE READING RESOLUTIONS

RESOLUTION NO. R32-20: A RESOLUTION OF THE BOARD OF PARK COMMISSIONERS OF METRO PARKS TACOMA, PIERCE COUNTY, WASHINGTON, ACKNOWLEDGING RACISM WITHIN PUBLIC PARKS AND RECREATION AND DIRECTING THE AGENCY TO TAKE SPECIFIC ACTIONS

Commissioner Pointer moved adoption of the resolution; seconded by Commissioner Hanberg.

Commissioner Smith commented that through discussion at the JMAC, agencies in the county are taking action to address the systematic racism present in the community including parks and recreation. Commissioner Smith noted the resolution outlines strategies highlighting the District's commitment to reform these inequities and seek opportunities buy working with the community and partners.

Commissioner Baines commented that this adopting this resolution is a great first step and encouraged the District to reflect this work in the budget.

Commissioner Hanberg commented that in addition to the budget there are many things the District can do to support this work.

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

SECOND READINGS RESOLUTIONS None

FIRST READING RESOLUTIONS None

UNFINISHED BUSINESS None

NEW BUSINESS None

BOARD COMMENTS

Commissioner Hanberg stated that in light of all the comments being received about vehicle access in Point Defiance Park, he requested that staff develop a plan for moving forward.

Commissioner Baines commented about his concern about the safety issues related to high park usage during COVID. Board discussion ensued regarding the continued encouragement of social distancing in parks. Commissioner Hanberg encouraged staff to put in place a plan for moving openings backwards if COVID numbers continue to rise.

Commissioner Pointer commented on the current action by agencies and organizations including the NFL to change team names. He noted that there is interest in Tacoma for the School District to consider renaming Wilson High School. He suggested that the District may want to consider renaming Franklin Park to honor Senator Rosa Franklin who was from Tacoma rather than Benjamin Franklin.

ADJOURN:

Being no further business, the meeting was adjourned at 6:50 p.m.

APPROVED:

President

Clerk

Submitted by: Jennifer Bowman, Board Secretary



MEMORANDUM

TO: Board of Park Commissioners

THROUGH: Shon Sylvia, Executive Director

FROM: Debbie Terwillegger, 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: This resolution was reviewed by the Capital Improvement Committee at their meeting on Wednesday, July 15, 2020 with a recommendation to forward the action on to the full Board for approval.

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. These additional safety requirements were not a condition of the original project but are now required for the health of the animals, PDZA staff and the contractor due to the increased air quality requirements triggered by the tuberculosis diagnoses at this facility. These safety enhancements are now included in the permanent air handling and filtration systems being installed and are reflected in the upgraded requirements for personal protective gear required of the contractor to perform this work.

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

Funding:

2014 Park Bond (PDZA, Misc. Capital Improvements)	\$828,388
F349 TMEC, LLC ATP Fee	\$741
1% for Art	\$ (8,291.00)
Total	\$820,838.00

Budget:

Planning & Design	\$68,800.00
Tmec LLC (includes tax)	\$472,200.22
Tmec LLC Change Order 4 (includes tax)	\$178,275.57
Northwest Aire Services	\$17,298.91
Other Costs	\$7,424.05
Contingency	\$76,839.25
Total	\$820,838.00

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. PW33-20

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