

Proposed Agenda & Meeting Materials
August 12, 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: August 12, 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**

**August 12, 2020
5:00 PM**

MINUTES FROM July 29, 2020

PROJECT STATUS REPORT

DISCUSSION ITEMS

- **Asia Pacific Cultural Center lease extension**

ACTION ITEMS

- **MPT Headquarters Facility Improvements – Contract Award**
- **56th Street Sidewalk Project with the City of Tacoma Streets Initiative Package #33 for Interlocal Cooperation Agreement**

FUTURE AGENDA TOPICS

ADJOURNMENT



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

**July 29, 2020
5:00 PM
MINUTES**

Attendees: Commissioner Pointer, Commissioner Baines

Staff Support: **Debbie Terwilleger**, Planning Director; **Marty Stump**, Planning Deputy Director - Planning & Development Department; **Kristi Evans**, Capital Program Manager – Community & Neighborhood Parks; **Claire Keller-Scholz**, Art, Culture, & Heritage Administrator; **Mary Kay Henley**, Planning Administration

Acceptance of Minutes: Minutes from the July 15, 2020 meeting were approved as written.

Project Status

- It was reported artwork at Point Defiance's waterfront was vandalized. Conversations are taking place to have them recreated by the artist. Marty added we are seeing more vandalism as we open more locations, noting it is hard to keep up with a reduced maintenance staff.
- Commissioner Pointer asked if we know when the micro-housing project located at 8th & MLK in Tacoma will be moved to its new location at 60th & Portland. It was reported we don't know the exact schedule.
- Commissioner Pointer asked the status of Eastside Community Center's reopening, noting numerous children were recently hanging out by the front door.
 - The center remains closed, with its opening tied to the Governor's orders.
 - The center's new outdoor community space (sponsored by TPL) will be completed by fall, but not occupied immediately because of the Governor's orders. Both commissioners agreed this is a nice addition to the center.
 - Commissioner Pointer added there were a lot of children hanging out by the Pipeline Trail located by the center. It was noted the City of Tacoma just completed work on the trail, including paving and signage.

Public Art Reaching Community (PARC) Discussion (PARC)

- Kristi led a discussion of Metro Park's PARC program, explaining it is an artist in training program being run in conjunction with the City of Tacoma (COT). This program will give local artists the opportunity to learn the application process. Debbie explained Metro Park's hired COT to assist because they ran a similar program that was very successful. Numerous artists selected for Metro Parks projects have graduated from COT's training program.
- The artist cohort consists of 12 students, with training carried out online. First they will create a temporary art piece (1-2 week display time). Next they will be given the opportunity to compete for five actual Metro Park's art contracts.

- Kristi shared with the commissioners a sampling of the students/artist ideas for the temporary art pieces. .Four will start work the end of August, with the others soon after. Each piece will be on display for 1 to 2 weeks. She explained not all art pieces will be located on our property.
 - Commissioner Pointer asked who has final approval, Metro Parks or COT? Metro Parks will, with COT assisting as our contractor. Formal approval will be vetted through CPG and our Safety Officer.
 - Pieces will have a connection to what’s happening in the world today. Metro Parks is assisting with choosing the best locations for these pieces. Projects mentioned included: art class to make flower or vegetable packets (bombs), sculpture with outstretched hand saying “I’m here for you”, multi-prayer flags and kits, flag parade, paper mache mega phone saying “I miss all of you”, 30 minute film of 2020; wood column with LED lights, letters inserted into fence with “We will heal Tacoma” and 500 multi-media magazines.
 - Debbie added that we should start seeing the pieces over the next couple months. Metro Park’s will be promoting the pieces.
- Both commissioners were complimentary of the program, noting it will build on the creative culture in Tacoma.

Dawson Park Right-of-Way and Real Property Matters

- Debbie explained that Pierce County Parks was working on a grant-funded project at Dawson Park and realized the park is actually owned by Metro Parks. For their project to continue, this land issue must be cleared up. Metro Parks is considering a possible land swap that would require an inter-governmental property transfer. Conversations are continuing and should be wrapped up by the end of this year.
- In the meantime, two site specific actions need to take place since we are the property owners.
 - Pierce County waste water project
 - To enable a residential sewer line extension, Metro Parks will need to “quick claim deed” a strip of property.
 - Metro Park’s policy dictates this be presented to the Board as land surplusing and be approved by a 5-0 vote.
 - Both commissioners agreed to move forward with this, noting it doesn’t hurt the park and helps the neighborhood.
 - Pierce County Parks Right-of Way transfer to Metro Parks
 - Pierce County Parks owns a small right-away within the park that needs to be vacated, or transferred back to Metro Parks. This will make the property whole and will reduce our liability.
 - Debbie explained we hope to present to the Board one transfer agreement that authorizes both items, however it might have to be two separate actions because we are dealing with two agencies. She added this an urgent request and it could be presented as early as the next Board meeting.
- Both Commissioners approved of moving this forward to the Board recommending that the most appropriate action be taken to expedite transfers.

Additional Questions

- Commissioner Pointer noted he was approached by a Tacoma group regarding Metro Park's property near Cheney Stadium. They want to lease the land for a sports museum. Debbie agreed to respond to their request.

Meeting Adjourned



MEMORANDUM

TO: Board of Park Commissioners

THROUGH: Shon Sylvia, Executive Director

FROM: Debbie Terwilleger, Director of Planning & Development

SUBJECT: Contract Award to XXXXXX

DATE: 08/19/2020

EXECUTIVE SUMMARY: This resolution authorizes the contract award to XXXXXX for Headquarters Facility Improvements in the amount not to exceed \$XXXXXXX, including Washington State Sales Tax.

CAPITAL IMPROVEMENT COMMITTEE RECOMMENDATION:

BACKGROUND:

The bid opening was held on August, 12, 2020. XXX (XX) bids were received and XXX(XX) considered responsive.

Please refer to the attached bid tabulation for the list of contractors and bid amounts. XXXX submitted low Base Bid in the amount of \$XXXX (not including WSST). Reference checks by staff have confirmed that XXXXX is a responsible contractor and performs quality work.

Staff is recommending award of the Base Bid for a total amount of \$XXXXXXXXX (including Washington State Sales Tax).

Work under this contract will generally consist of replacement of carpet, interior painting, replacement of failed window glazing, replacement of failed doors, building entry vestibule improvements and renovations to the board room.

The construction is anticipated to take 90 calendar days to complete after issuance of a Notice to Proceed. Roger Stanton will be project manager for this project.

FISCAL IMPACT: The funds for this project are from 14UTGO, 2014 Park Bond (Small Caps) Neighborhood Parks & Recreational small caps.

Funding:

2014 Park Bond, Neighborhood Parks & Rec (small caps)	\$ 853,688.00
1% for Art	\$ (6,371.00)
Total	\$847.317.00

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. PWXX-XX

**HEADQUARTERS FACILITY IMPROVEMENTS BID#: J2020-04
CONTRACT AWARD TO XXXXXX**

WHEREAS, the Board of Park Commissioners of the Metropolitan Park District of Tacoma desires to make upgrades to MPT Headquarters Facility; and;

WHEREAS, funds for the project consist of 2014 Park Bond, 2014 Park Bond (Small Caps) Neighborhood Parks & Recreational small caps; and

WHEREAS; XXX (XX) bids (Bid#: J2020-04) were received with XXX (XX) being considered responsive; and

WHEREAS, the low Base Bid was submitted by XXXXXXXX, in the amount of \$XXXXXXX, has been reviewed by contract compliance and is considered a responsive bid; and

WHEREAS, Metro Parks staff has checked the references of XXXXXXXX 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 XXXXXXXX, in the amount of \$XXXXXXX (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



MEMORANDUM

TO: Board of Park Commissioners

THROUGH: Shon Sylvia, Executive Director

FROM: Debbie Terwillegger, Director of Planning & Development

SUBJECT: 56th Street Sidewalk Project with the City of Tacoma Streets Initiative Package #33 for Interlocal Cooperation Agreement

DATE: August 19, 2020

EXECUTIVE SUMMARY: This resolution authorizes the appropriation of up to \$80,800.00 from the 2014 UTGO Bond Funds Trails and Open Space for construction of a sidewalk from First Creek Middle School (Pipeline Trail) to the Swan Creek 56th street entrance. This resolution would also authorize the Executive Director to enter into the necessary agreements with the City of Tacoma.

BACKGROUND: The City’s Streets Initiative Package #33 project will include Metro Park’s 56th Street sidewalk improvements (see Exhibit A) which may include any or all of the following: demolition, excavation, construction of concrete sidewalk with curb and gutter of 700’ long and 10’ wide, landscaping, and signage, from the Pipeline Trail to the 56th street entry of Swan Creek. The City has agreed to manage and administer this Project, including providing public notifications, design and engineering, permitting, bidding, and construction, and providing for equitable allocation of costs to Metro Parks. Metro Parks has agreed to reimburse the City for such equitable allocation. This project provides a critical bicycle and pedestrian connection between Eastside Community Center and the 56th entrance to Swan Creek Park. Pedestrian safety will be enhanced there is currently an undeveloped, earthen path where this new sidewalk is proposed.

FISCAL IMPACT: The \$80,000.00 contribution will support our 56th street sidewalk project. An additional \$800.00 will be transferred into the MPT District Art Fund in accordance with the MPT 1% for the Arts Policy.

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

METROPOLITAN PARK DISTRICT OF TACOMA

RESOLUTION NO. R-16

**56TH STREET SIDEWALK PROJECT WIT THE CITY OF TACOMA STREET INIATIVE
PACAKGE #33 FOR INTEROCAL COOPERATION AGREEMENT**

WHEREAS,; the Board of Park Commissioners of the Metropolitan Park District of Tacoma wishes to enter into a Interlocal Cooperation Agreement with the City of Tacoma for the 56th street sidewalk extension, and

WHEREAS, the City has planned street improvements within the 56th street area, and

WHEREAS; Metro Parks has planned sidewalk and curb improvements to provide safer access to the 56th entance to Swan Creek Park from First Creek Middle School, the Pipline Trail and the Eastside Community Center, and

WHEREAS, Metro Parks and the City have determined that there would be mutual benefit by combining the Metro Parks 56th Street sidewalk improvements with the City's Streets Initiative Package #33 through a single public work project managed and administered by the City of Tacoma, and

WHEREAS, the Board of Parks Commissioners wishes to allocate funds in order to participate in this partnership;

Now, therefore, be it

RESOLVED by the Board of Park Commissioners of the Metropolitan Park District of Tacoma that: a maximum contribution of \$80,800 (with the contribution to the 1% MPT Art Fund) is granted from the 2014 Capital bond Funds to build the new sidewalk on 56th street to the Swan Creek entrance and give authorization to the Executive Director to sign the Interlocal Cooperation Agreement with the City of Tacoma.

The forgoing 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

