



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

**December 16, 2020
5:00 PM
MINUTES**

Attendees: Commissioner Pointer, Commissioner Baines
Staff Support: **Marty Stump**, Planning Deputy Director - Planning & Development Department; **Kristi Evans**, Capital Program Manager – Community & Neighborhood Parks; **Roger Stanton**, Capital Program Manager – Regional Parks & ZEED; **Mary Kay Henley**, Planning Administration

Acceptance of Minutes: Minutes from the November 24, 2020 meeting were approved as written.

Project Status Report

- Commissioner Baines asked for an overview of the adopted 2021-22 CIP projects. Marty will add this as a future CIC discussion item. Commissioner Pointer added he is looking forward to getting started with these projects.
- Commissioner Baines asked status of the MWBE annual report, noting one hasn't been presented in 3 years. Marty will check on the status of this report and noted that it has been the topic of recent discussion internally.

Discussion Items

N/A

Action Item

Contract Award for Owen Beach Park Improvements

- This resolution authorizes the contract award to Colvos Construction for Owen Beach Park Improvements in the amount not to exceed \$4,705,540.
- Kristi reported we received seven responsive bids and Colvos Construction, a Tacoma-based company was the low bidder. Along with the base bid, three alternatives are being included: 1- bathhouse adaption for kayaks, 2 – additional park furniture, and 3-round wood plinths for seating/gathering.
 - Commissioner Pointer asked if the plinths are good during wet weather. Kristi said yes, adding they are designed to hold up well in wet environments.
- It was mentioned that bidding deadline was extended to provide vendor's additional time as we want accurate bids. And because of this, bids were opened yesterday. The review process is still taking place, with initial review showing Colvos is responsible bidder.

- Commission Baines and Pointer both asked to see the bid tab. Marty brought up on screen. Kristi pointed out that the bids were well within the project's projected funding range.
- Commissioner Pointer asked if Colvos has worked with Metro Parks before. Kristi reported no. Commissioner Baines noted their commercial remodels, but questioned their landscaping and/or sigte work experience. It was also added they haven't done alot of work over \$1.6M, however they do have alot of building experience. Kristi noted these concerns will be addressed during the review process and reference checks.
- Both commissioners recommended a conditional approval of this resolutions but request answers to their concerns prior to the next Board meeting. Marty agreed to communicate answers either through a special CIC meeting, or an email correspondence before the January Board meeting.
- Kristi asked if the commissioners for the 2021 CIC panel have been announced. It was reported they haven't, but will be announced after the first meeting of 2021. Both Commissioners Pointer and Baines will be present at the January 13, 2021 CIC meeting.

Conversion of Street Right of Way into Real Property at Swan Creek Park

- This resolution allows Metro Parks to enter into the necessary agreements for conversion of remnant street rights of way into real property, within the boundaries of Swan Creek Park, where the design of Phase II improvements is currently underway. The conversion process is dictated by RCW 35.79.030 and Tacoma Municipal Code 9.22. In addition staff requests that the Board of Park Commissioners authorize the purchase of the land from City of Tacoma for \$2,590.80.
- Kristi noted this is similar to a previous conversion. She noted this is a small piece of land, only 45 square feet by the Swan Creek Park's Lister Uplands. This action cleans up property boundaries and exempts Metro Parks from standard City of Tacoma (COT) roadway design and construction standards for this short stretch of park road.
- Marty noted that even through this is a modest transaction, any acquisition need to be presented to the Board. He added that pedestrian connectivity through this area will not be compromised.
- Commissioner Pointer asked if not requiring curbs will impact safety. Marty reported no, pointing out the pedestrian walkway will be separated from the roadway edge according to design. Regarding ADA access, this entrance is designed for drive-in ADA parking. Another ADA pedestrian entrance is planned off of Roosevelt, by the neighboring housing development.
- This item was accepted for moving forward to the full Board with a recommendation of approval.

MPT Headquarters Facility Improvements Pioneer Human Services -Change Order No. 4

- This resolution authorizes Change Order No. 4 to Pioneer Human Services for MPT Headquarters Facility Improvements in the amount not to exceed \$29,429.65
- Roger explained during construction it was discovered that additional work would be necessary to adequately complete this project. He explained that at the start of the project, we didn't know what we would find in a 30 year old building. Additional work mentioned included revised entrance doors for security and staff access, ceiling painting, and new carpet adhesion material and method. He pointed out no additional funds are being added to the project under this action. All work is being paid out of the contingency fund with more funds remaining.

- Before and after pictures of the Headquarters facility were shown to the commissioners. All areas feature carpet tiles except the staff breakroom, mail & file rooms that feature laminate. The Board room floor is now level. It can accommodate more activities besides just Board meetings and chairs can be spread out to accommodate COVID19 safety requirements. Commissioner Baines mentioned TV glare and asked if this can be fixed. Roger reported this is an easy fix, mentioning possible blind installation.
- Roger concluded that the facility is being updated in a very cost-effective way and wisely utilized the staffing down time of COVID19. He added the contractor and supervisors have been wonderful to work with, noting they employ formerly incarcerated people.
- Commissioner Pointer said the remodel looks good and can't wait to get into the building again.
- This item was accepted for moving forward to the full Board with a recommendation of approval.

NW Trek Tram Station Design Review

- Roger showed commissioners renderings of the new NW Trek tram station. The new station provides more room and includes electrical charging to accommodate the new electric trams. There is a new pedestrian path from the entrance to the station. People will embark the tram on the right side of the building and disembark on the left. Roger noted this is an unheated space and will include additional storage space. If permitting allows, construction is targeted to start spring of 2021.
- Commissioner Pointer asked about including vehicle electric charging stations at NW Trek, noting inclusion at our community centers. Marty noted our district design and construction 'best-practices' support electric car charging opportunities. He noted this is worthy of continued conversation, however noting differing power supplies and providers at different sites, especially those that are located beyond Tacoma city limits.

Additional Topic

- Commissioner Pointer asked if Metro Parks is moving towards a cashless organization. Commissioner Baines advised caution, noting this may be an equity issue. He pointed out that some low income families don't have bank accounts, noting 36% of African Americans don't have a bank account. The only way for them to make a payment is through cash.

Meeting Adjourned