

**Proposed Agenda & Meeting Materials**  
**December 15, 2021 - 5:00 PM**  
Capital Improvement Committee Meeting (CIC)  
Remote Meeting

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This Capital Improvement Committee Meeting (CIC) will be held remotely. You can listen to the meeting online by following the instructions below: (either by online link or by phone)

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

Time: **December 15, 2021 5:00 PM Pacific Time (US and Canada)**

Join Zoom Meeting Online by clicking the link below:

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

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

**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**

**December 15, 2021  
5:00 PM**

**MINUTES FROM November 10, 2021**

**PROJECT STATUS REPORT**

**DISCUSSION ITEMS**

- Owen Beach Entrance Improvement Project – SEPA Determination

**ACTION ITEMS**

- PDZA SPA Exhibit Repairs & Improvements Amendment No 2 to Schemata Workshop

**FUTURE AGENDA TOPICS**

**ADJOURNMENT**



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

**November 10, 2021  
5:00 PM  
MINUTES**

**Attendees:** Commissioner Pointer, Commissioner Baines  
**Staff Support:** **Marty Stump**, Deputy Director - Planning and Development; **Kristi Evans**, Capital Program Manager, Community & Neighborhood Parks; **Fred Ramey**, ZEED Asset and Facilities Services Manager; **Mary Kay Henley**, Planning Administration

**Acceptance of Minutes:** Minutes from the October 13, 2021 meeting were approved as written.

**Discussion Items**

**Action Items**

**City Of Tacoma Funding Acceptance and Agreement - Gas Station Park**

- This resolution accepts and appropriates \$320,000 in funding from the City of Tacoma for Gas Station Park, and authorizes the Executive Director to enter into an agreement with the City of Tacoma for the transfer of ownership and management of the property. Kristi noted a quick claim deed will be used for the property transfer and that no funds will be involved.
- As background, Gas Station Park is a city of Tacoma owned park that is in need of upgrading. The City asked that Metro Parks provide a design process, construction of improvements and take ownership of the park.
- Kristi reported improvements will include improved access, signage, new children's play equipment, walking paths, play lawn and general landscape improvements. The proposed improvements were decided on from feedback received from the community during the schematic design phase of the project.
- Commissioner Pointer asked if the existing play equipment will stay and if not, will it be repurposed. Kristi reported it will be removed. She explained that aged equipment is typically not repurposed due to new regulations. She mentioned that the City of Tacoma originally purchased the equipment and she hasn't heard if they want it back.
- Marty added this park fills an identified service gap per our Strategic Master Plan.
- Although there have been discussions about renaming the park, Kristi reported the public likes the name because of its references to its past as a gas station. It was added that the City of Tacoma has done remedial work at the site, capping the gas tank.

- Commissioner Pointer asked if there was additional funding for the project. Kristi said yes. We have been awarded a \$500,000 Washington State Commerce Grant. However, she pointed out, we need to be owners of the property before we can receive in the funds.
- This item was accepted for moving forward to the full Board with a recommendation of approval.

### **ZEED Capital Facilities Plan - Contract Award**

- This resolution authorizes the contract award for the ZEED Capital Facilities Plan contract to SH|R Studios in the amount of \$ 162,000.
- The Capital Facilities Plan will provide an overarching long-term look at capital improvements for both PDZA and NW Trek over the next 10 years. The plan will provide a first look at the anticipated scope of future development including cost estimates, permitting considerations, and concept sketches which can be used to begin more detailed physical planning, engineering, design, and permitting for future projects.
- This project includes the facilitation of workshops and site planning discussions with ZEED staff and other stakeholders in order to develop a Capital Facilities Plan for both the PDZA and NW Trek.
- Fred reported we received 5 responses to the RFQ. A review panel selected the firm of SH|R Studios as the most qualified to perform this work. He explained they are a relatively local firm we have worked with and has experience doing this sort of planning with other zoological organizations.
- Kick off will happen in January of next year and the project should take approximately 180 days to complete. Fred reported they are currently in the process of selecting steering committee members, noting they are wanting input from a large number of staff and outside organizations in discussions.
- He noted that the final finding split might be different. Right now it just shows a 50/50 between PDZA and NW Trek.
- Commissioner Pointer wanted confirmation we have worked with them past. Fred said yes, as the earlier branded Studio Hanson and also individual members when they worked for other firms. One member in particular designed the existing Polar Bear exhibit. Fred concluded by saying they have a very experienced team, noting they seem to be aligning more with strategic and capital planning over individual projects.
- This item was accepted for moving forward to the full Board with a recommendation of approval.

### **General Comments/Questions**

- Commissioner Pointer commented on the new 5-month old moose at PDZA and noted it was pretty good size for such a young animal.
- Commissioner Pointer asked if we lost any trees during the recent storm. Both Marty and Fred reported they haven't hear of tree down that impacted operations. Kristi noted the rain is impact some of her project's construction.

### **Meeting Adjourned**



**MEMORANDUM**

TO: Board of Park Commissioners

THROUGH: Shon Sylvia, Executive Director

FROM: Debbie Terwilleger, Director of Business Administration and Planning

**SUBJECT: PDZA SPA Exhibit Repairs & Improvements RFQ #J2021-03  
Amendment No 2 to Schemata Workshop**

DATE: December 6, 2021

**EXECUTIVE SUMMARY:** This resolution authorizes Schemata Workshop Amendment No 2 for the Point Defiance Zoo & Aquarium SPA Exhibit Repair & Improvements in the amount of \$52,285.00 (Including WA State Sales Tax) for a total contract amount of \$ 691,058.00

**BACKGROUND:** Metro Parks continues to advance the design of the South Pacific Aquarium's main exhibit improvements. At 35% Schematic Design, it was discussed to bring the project scope and cost estimate into alignment. Funding decisions were required to either add money or reduce scope. PDZA chose to do both and split the difference in order to preserve key goals of the project. Additional funds are needed for design and engineering the shell & core of the New Coral Tank Exhibit in the amount of \$ 52,285.00

The required renovations are routine in the aquarium industry and due mostly to the age of the 32-year-old aquarium and its continual operating use over that time. This work will increase the lifespan of the exhibit itself and ensure that it is a safe home for the animals in the collection for years to come.

Work to be performed includes –

- Concrete crack repair and repair of concrete spalling above and below the water line
- Repair of concrete walkways and pathways around the pool edge and under the edge
- Resealing and repairing the interior seals on the exhibit windows
- Remove and replace seal at mastic joint at bottom of exhibit
- Rockwork and exhibit aesthetic improvements
- Mandatory Life Support Systems Improvements as called for by LSS Staff and the TJP LSS Evaluation dated June 7<sup>th</sup> 2013 that can only be done in a dry environment
- Limited visitor side improvements related to graphics, paint, and other aesthetic enhancements
- The South Pacific Aquarium's roof is at end of life and a new roof will be included in this project

**FISCAL IMPACT:** A scope of services has been negotiated with Schemata Workshop in the amount of \$561,409.49 with additions of \$129,327.00 and \$52,285.00 for a total contract amount \$ 691,058.00. The funds allocated to this project in the amount of \$3,369,7034 are from the 2014 UTGO Capital Improvement Bond and Zeed Operating Funds.

**PDZA SPA Exhibit Repairs & Improvements:**

2014 UTGO Bond, Point Defiance Zoo & Aquarium	\$ 3,522,034.00
ZEED Operating Funds	\$ 1,455,000.00
1% for Art	\$ (30,226.44)
<b>Total Budget</b>	<b>\$4,946,807.56</b>

**Project Funding:**

Planning & Design	\$ 691,058.00
Building Construction (includes WSST)	\$ 2,478,525.96
Owner Cost	\$ 11,549.00
Contingency	\$ 1,765,674.60
<b>Total</b>	<b>\$4,946,807.56</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. PWXX-XX  
PDZA SPA Tank Repairs & Improvements RFQ #J2021-03  
Schemata Workshop Amendment No 2.**

WHEREAS, the Board of Park Commissioners of the Metropolitan Park District of Tacoma desires to renovate the South Pacific Aquarium; and

WHEREAS, Schemata Workshop was selected to through the RFQ(J2021-03) process and was awarded the contract on May 10<sup>th</sup>, 2021 by Resolution #:PW36-21 \$ 561,409.49; and

WHEREAS, a scope of services was developed with Schemata Workshop to provide design services, permitting, construction documents and construction review for PDZA SPA Tank Repairs & Improvements in the amount of \$ 509,446.00; and

WHEREAS: Additional scope elements were added and updated in the amount of \$ 129,327.00 for a total of \$ 638,77300 with only \$77,363.51 needing approval by staff; and

WHEREAS: Additional design and engineering services are needed for the Shell & Core of the new Coral Tank Exhibit in the amount of \$ 52,285.00

WHEREAS, funds for the project are provided in the full amount of \$691,058.00; UTGO Bond Funds, Point Defiance Zoo & Aquarium and ZEED Operating; 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 Services to Schemata Workshop in the amount of \$691,058.00

The forgoing resolution was adopted by the Board of Park Commissioners of the Metropolitan Park District of Tacoma at a regular meeting held on \_\_\_\_\_ 2021.

\_\_\_\_\_  
President

ATTEST:

\_\_\_\_\_  
Secretary

\_\_\_\_\_  
Clerk