

## BOARD OF PARK COMMISSIONERS CAPITAL IMPROVEMENT COMMITTEE

September 28, 2022  
5:00 PM  
MINUTES

**Attendees:** Commissioner Pointer, Commissioner Reid

**Staff Support:** **Marty Stump**, Deputy Director - Planning and Development; **Kristi Evans**, Capital Program Manager, Community & Neighborhood Parks; **Mary Kay Henley**, Planning Administration

**Acceptance of Minutes:** Minutes from the September 13, 2022, meeting were approved as written.

### Discussion Item

#### **Community School Yards (CSY) Design Development Update**

- Kristi presented commissioner with an update on the Community School Yards projects. It was explained the design and construction of new playgrounds/parks serves to close the 10-minute walking gap is being made possibly through a partnership between Metro Parks, Tacoma Public Schools (TPS) and Trust for Public Lands (TPL). The first two schools (Stafford and Reed) will be going out for bid in October. This presentation focused on the next three schools (Mann, Whitman, and Larchmont) that are in the preliminary design development stage. She added these budgets are somewhat less than the first two.
- Larchmont Elementary School
  - Kristi reported that public feedback and budget constraints have been reviewed and resulted in the presented schematic design. She reported some of the areas will remain same, noting the mini-pitch, playground with new equipment, community garden with new benches, tables. Additional green space will be added, along with swings, climbing elements and an amphitheater.
  - Commissioner Pointer asked about Metro Park's financial contribution. Kristi reported we have agreed to \$250,000 for each school site.
  - Commissioner Reid asked if this our maximum contribution level. It was reported yes.
  - Commissioner Pointer asked about new concrete areas. Kristi reported only the mini-pitch field and possibly the play area, noting they are considering rubber tiles or wood chips.
  - There was a discussion around overall cost of each school project. Although total costs weren't available at meeting time, Marty said that although costs will vary, they

are generally planned to be \$500k projects, with Metro Park's contribution under 50%.

- Mann Elementary School
  - Kristi reported that outreach comments and with budget parameters resulted in the presented schematic design. She highlighted the new soccer field, noting they are currently decided on turf or grass. The existing covered areas and swings will remain. New additions mentioned included mural art, greenery/mounds, benches, walking path/track, amphitheater, and garden.
- Whitman Elementary School
  - Kristi presented the schematic design for this school, noting various concept designs were considered because for the sloping area. It was determined an ADA path/ramp up to the playfield was critical, noting the lower area will remain unchanged noting its greenery.
  - Commissioner Pointer asked the location of this school. Kristi reported between 39<sup>th</sup> and 40<sup>th</sup> Streets and M Street.
- Marty reported the team has learned a lot from the first two sites, noting it continues to evolve - combination of green area and playgrounds.
- Kristi reported TPS has experienced problems securing health permits for equipment. She explained although Metro Parks has more flexibility, school districts are held to more stringent rules. As a result, both side having to make concessions.
- Commissioner Pointer asked if TPS has MWBE requirements for these projects. It was reported yes. Marty added that TPS is impressed with our outreach and engagement efforts that doesn't just look at dollars, but also educating contractors and making small businesses feel comfortable bidding on projects.
- Commissioner Reid suggested during Board presentations to inviting someone from TPL Kristi noted this is a good idea, however a Board approval won't be required because the dollars spent will be below the required threshold. It was agreed a check-in with Board would be advantageous and invite both TPS and TPL representatives will be invited to participate.
- Marty pointed out that these projects will be included in the draft 2023-24 CIP being presented to the Board in October.

### **Action Items**

#### **Wenaha Contract Extension**

- This resolution authorizes a contract extension and funding increase to an existing Master Agreement with Wenaha for Project Management Services in an amount not to exceed \$500,000.
- Marty explained we previously selected Wenaha through a competitive process to provide additional Project Management support for various MPT projects. They have assisted with the Browns Point Playfield, Portland Ave, and the Tacoma Nature Center building renovation. It was noted they are a local, Native American MWBE firm.
- This contract will continue their service over the next two year, helping Metro Parks move forward 6 – 10 capital projects.

- Commissioner Reid asked if the Board needs to approve dollars spent. It was reported no, however they will be assigned through contract supplements that will keep track of all spending. Commission Reid said this is great.
- Marty concluded that although their assignments haven't been determined yet, their expertise through design, bidding and construction supervision phases will be utilized in the most efficient way.
- This item was accepted for moving forward to the full Board with a recommendation of approval.

### **Parametric Contract Extension**

- This resolution authorizes a contract extension and funding increase to an existing Master Agreement with Parametrix for Project Management Services in an amount not to exceed \$500,000.
- Marty explained Parametrix was the second firm selected through a competitive process to provide additional Project Management support for various MPT projects. He reported they previously managed the GCCM process for the Eastside Community Center. Currently they are under contract to aid with the Titlow Park bridge replacement and railroad trestle & lagoon.
- Marty noted their transportation engineering experience and project management work with TPS on green school yards is an added benefit.
- Commissioner Reid asked if the public might perceive hiring just one company leaves out other companies. Marty explained this doesn't replace hiring design and engineering firms. It's just an extension of our internal project management team, helping us manage peaks and valley of our workflow, and that this contract will be re-competed next year.
- This item was accepted for moving forward to the full Board with a recommendation of approval.

### **Additional Items**

- Commissioner Pointer asked the status of the Meadow Park Golf Course bridge. Marty reported work has started but will take some time to complete.
- Commissioner Reid asked status of the remedial ramp work at the Tacoma Yacht Club (TYC). Marty reported we have funds earmarked to assist with the resolution and will reach out to staff for a status update and reasoning behind the delay, noting a recent TYC leadership and perhaps project management change.

### **Meeting Adjourned**