

**METROPOLITAN PARK DISTRICT  
OF TACOMA**



**AMENDED AGENDA**

**February 27, 2023  
6:00 P.M.  
Metro Parks Headquarters  
4702 S 19<sup>th</sup> St.  
Tacoma, WA 98405**

Or  
Join Remotely  
Via Telephone: 1-253-215-8782  
Enter Meeting ID: 864 9541 3228  
Participant ID: no ID needed just press #  
Join Zoom Meeting  
<https://us06web.zoom.us/j/86495413228>  
MEETINGS ARE RECORDED  
AND MAY BE HEARD UPON REQUEST

**COMMISSIONERS**

**ANDREA SMITH, PRESIDENT  
AARON POINTER, CLERK  
TIM REID  
ROSIE AYALA  
MICHAEL LIANG**

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

**ROLL CALL**

**FLAG SALUTE**

**SPECIAL PRESENTATIONS**

**PRESIDENT'S REPORT**

**STANDING COMMITTEE & COMMISSION REPORTS**

**EXECUTIVE DIRECTOR'S REPORT**

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"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 4 p.m. on February 27, 2023 by e-mailing them to Jennifer Bowman at [jenniferb@tacomaparks.com](mailto: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 4 p.m. on February 27, 2023. Verbal comments will also be allowed during the meeting both in-person and remotely. 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**

(5-10) MINUTES OF THE FEBRUARY 13, 2023 REGULAR BOARD MEETING

**CONSENT AGENDA**

**REGULAR AGENDA**

(11-16) **RESOLUTION NO. C17-23:** APPOINTING MEMBERS TO THE ARTS & HERITAGE ADVISORY COUNCIL  
(Contact: Mark Knowlden, Interim Director of Parks & Recreation)

**PURCHASING RESOLUTIONS**

*(Requiring one reading for adoption)*

(17-20) **RESOLUTION NO. P18-23:** AUTHORIZING PURCHASE OF GOODS AND SERVICES FOR METRO PARKS TACOMA

1. LAMAR ADVERTISING FOR BILLBOARD ADVERTISING IN THE AMOUNT OF \$135,000 FOR 2023  
(Contact: Alan Varsik, Director of Zoological & Environmental Education)

**PUBLIC WORKS PURCHASING RESOLUTIONS**

*(Requiring one reading for adoption)*

(21-24) **RESOLUTION NO. PW19-23:** POINT DEFIANCE ZOO & AQUARIUM SOUTH PACIFIC AQUARIUM EXHIBIT IMPROVEMENTS CHANGE ORDER NO. 5 CONTRACT 2022103J PEASE CONSTRUCTION, INC. BID NO. J2022-14  
(Contact: Debbie Russell, Director of Business Administration & Planning)

**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**

**NEW BUSINESS**

**BOARD COMMENTS**

**EXECUTIVE SESSION** PERSONNEL- PERFORMANCE EVALUATION OF PUBLIC EMPLOYEE

**ADJOURNMENT**

**UPCOMING BOARD MEETINGS**

March 1, 2023	Capital Improvement Committee	5:00 PM	District Headquarters
March 13, 2023	Regular Park Board Meeting	6:00 PM	District Headquarters
March 15, 2023	Capital Improvement Committee	5:00 PM	District headquarters

\*Remote Option meeting details can be found on the Metro Parks Website [www.metroparkstacoma.org](http://www.metroparkstacoma.org)

\*Committee Meetings are subject to change - please check the Metro Parks Website, [www.metroparkstacoma.org](http://www.metroparkstacoma.org) for the most up to date meeting schedules.





**MINUTES OF REGULAR MEETING  
BOARD OF PARK COMMISSIONERS  
FEBRUARY 13, 2023**

PRESENT: Andrea Smith, President  
Aaron Pointer, Clerk  
Tim Reid  
Michael Liang  
Rosie Ayala

IN THE CHAIR: Andrea Smith

PLACE: MPT Headquarters, 4702 S. 19th St. Tacoma, WA

**STUDY SESSION ASIA PACIFIC CULTURAL CENTER UPDATE**

Joel Ing was introduced. Mr. Ing indicated that fundraising for the new Asia Pacific Cultural Center is going well noting just a small gap remains to be raised. Mr. Ing commented that the project's schematic design has now been finalized and Korsmo Construction has been selected for the project. The Board was shown several slides that included renderings of the floor plans for the building. Mr. Ing also showed slides highlighting the landscaping concepts for the building, noting the Gary Oakes will not be disturbed.

A financial table highlighting the funding sources for the project was briefly reviewed.

Mr. Ing indicated that next steps include development of an MOU, construction permitting, updating a new lease agreement for the temporary use of Portland Avenue Community Center. Lua Pritchard commented that ground breaking is scheduled for July. She thanked the District and Board for their continued support and relationship.

**REGULAR MEETING**

The regular meeting of the Metropolitan Park District Board of Park Commissioners was called to order by President Smith at 6:00p.m. President Smith read a land acknowledgement.

**SPECIAL PRESENTATIONS BLACK HISTORY MONTH PROCLAMATION**

Commissioner Pointer read a proclamation celebrating Black History Month into the record.

Tacoma teen Kendra Massey performed a praise dance.

**PRESIDENT'S REPORT**

President Smith commented that she and the other commissioners recently attended the Zoo's annual volunteer recognition event.

## **STANDING COMMITTEE AND COUNCIL REPORTS**

### **Active Lifestyle & Community Wellness Advisory Council**

Commissioner Pointer stated the committee met on January 23<sup>rd</sup>. The agenda included an update on the Parks Rx bill in Olympia. The committee also welcomed new members.

### **Joint Municipal Action Committee**

Commissioner Ayala commented that the committee met last Friday. She noted the committee focused on items being discussed at the legislative session in Olympia. She noted that youth violence was also discussed.

### **Arts & Heritage Advisory Council**

Commissioner Liang commented that the committee meets later this week.

### **Nature & Environment Advisory Council**

Commissioner Ayala commented that new members were welcomed at the meeting. The committee also discussed their priorities for 2023.

## **EXECUTIVE DIRECTOR'S REPORT**

Executive Director, Shon Sylvia commented on the following:

- Fort Nisqually Living History Museum received a Special Programs Award from the Heritage League of Pierce County for special collaboration in hosting The Association for Living History, Farm and Agricultural Museums Annual Meeting and Conference in June 2022.
- Golf Range Association of America Top 50 Ranges Public Facilities Award has been awarded to Meadow Park Golf Course. This national award is awarded to public facilities that introduce the game of golf to a variety of new golfers every day, while retaining and inspiring their core group of die-hard golfers.
- Meadow Park Golf Course has been awarded the 2022 PGA Junior League Game Changer Award. This was awarded for being one of the top 25 programs in the country and one of the largest programs in the Pacific Northwest section for player engagement.
- The advisory councils' annual meeting is scheduled for February 21<sup>st</sup>, 5:30pm at Titlow Lodge.

## **COMMUNITY COMMENTS**

Curt Mehlhaff commented on his concerns about youth violence and safety in the community including areas around the Eastside Community Center.

## **MINUTES OF THE JANUARY 23, 2023 REGULAR BOARD MEETING**

A correction was made to the minutes noting that the Nature & Advisory Council will be meeting on the 4<sup>th</sup> Tuesday of each month.

Commissioner Pointer moved to adopt the minutes as corrected; seconded by Commissioner Ayala and passed on a vote of 5-0.

**CONSENT AGENDA**

**RESOLUTION NO. C13-23:** APPROVAL OF WARRANTS CLAIM FUND FOR JANUARY 2023

**RESOLUTION NO. C14-23:** APPOINTING MEMBERS TO THE ARTS & HERITAGE ADVISORY COUNCIL

**RESOLUTION NO. C15-23:** APPOINTING MEMBERS TO THE ACTIVE LIFESTYLES AND COMMUNITY WELLNESS ADVISORY COUNCIL

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

New Advisory Council members present at the meeting were welcomed by Board members.

**PURCHASING RESOLUTIONS**

**RESOLUTION NO. P16-23:** AUTHORIZING PURCHASE OF GOODS AND SERVICES FOR METRO PARKS TACOMA

1. MERLINO MEDIA GROUP FOR MEDIA BUYING SERVICES IN THE AMOUNT OF \$895,000
2. PISCES SEAFOOD FOR VARIOUS SEAFOOD (ANIMAL FOOD) IN THE AMOUNT OF \$127,045.35 (INCLUDING WSST)
3. MCROBERTS SEAFOOD FOR VARIOUS SEAFOOD (ANIMAL FOOD) IN THE AMOUNT OR \$72,775.66 (INCLUDING WSST)
4. ATLANTIC PACIFIC SEAFOOD FOR VARIOUS SEAFOOD (ANIMAL FOOD) IN THE AMOUNT OF \$137,833.20 (INCLUDING WSST)
5. SIMON & COMPANY FOR FEDERAL LOBBYING SERVICES CONTRACT AMENDMENT IN THE AMOUNT FOR \$50,000 FOR 2023-2024
6. TK BENTLER PUBLIC AND GOVERNMENT AFFAIRS CONTRACT AMENDMENT FOR \$100,000 FOR 2023-2024
7. KING COUNTY DIRECTOR'S ASSOCIATION FOR JANITORIAL AND OFFICE SUPPLIES IN THE AMOUNT OF \$65,000 (INCLUDING WSST)
8. TE WALRATH TRUCKING FOR EQUIPMENT AND GROUND SUPPLIES FOR \$65,000 (INCLUDING WSST)

9. GUNARAMA WHOLESALE FOR RESALE MERCHANDISE IN THE AMOUNT OF \$60,000 (INCLUDING WSST)

10. WILSON SPORTING GOODS FOR RESALE GOLF MERCHANDISE IN THE AMOUNT OF \$80,000 (INCLUDING WSST)

Commissioner Pointer moved to adopt the resolution; seconded by Commissioner Ayala.

Alan Varsik commented that items 1-4 are for seafood for the Zoo & Aquarium.

Hunter George commented that items 5-6 are for contract extensions for the District's federal and state lobbyist.

Mark Knowlden commented King County Directors' Association (KCDA) is a purchasing cooperative owned by Washington's public school districts. He noted that item 7 is for janitorial and office supplies.

Mr. Knowlden then commented that item 8 is for gravel and rental equipment for the golf course.

Mr. Knowlden noted that item 9 is for fishing and boating resale merchandise for the Point Defiance Marina Boathouse.

Mr. Knowlden stated that item 10 is for golf balls and others supplies for the golf course.

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

**SINGLE READING RESOLUTIONS** None

**PUBLIC WORKS PURCHASING RESOLUTIONS**

**SUBSTITUTE RESOLUTION NO. SPW5-23: POINT DEFIANCE ZOO & AQUARIUM PACIFIC SEAS AQUARIUM BAJA BAY EXHIBIT REPAIRS AWARD TO PEASE CONSTRUCTION**

Commissioner Pointer moved to adopt the resolution; seconded by Commissioner Ayala.

Debbie Russell commented that this resolution was first reviewed by the Capital Improvement Committee at their meeting on Wednesday December 14, 2022, and forwarded on to the full Board with a recommendation for approval. She further noted that the Board approved the resolution for \$392,792.00; however, the total did not include Sales tax as indicated. This is a substitute resolution that includes Washington State Sales Tax (WSST) in the contract award, amending the amount to \$433,249.58.

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**

President Smith commented that the Board held its retreat on February 3<sup>rd</sup>. The agenda included a professional development topic, policy review and district planning review.

**EXECUTIVE SESSION**

In accordance with RCW 42.30.110 the Board recessed into an executive session to discuss the performance evaluation of a public employee

**ADJOURN**

Being no further business, the meeting was adjourned at 8:15 p.m.

\_\_\_\_\_  
President

\_\_\_\_\_  
Clerk

Submitted by: Jennifer Bowman, Board Secretary





**MEMORANDUM**

TO: Board of Park Commissioners

THROUGH: Commissioner Liang, Advisory Council Liaison

FROM: Curtis Ashby, AHAC Vice Chair

SUBJECT: **Appointing New Members to the Arts & Heritage Advisory Council (AHAC)**

DATE: February 21, 2023

**EXECUTIVE SUMMARY:** The members of the Arts & Heritage Advisory Council recommend that the Board of Park Commissioners approve this resolution to appoint Jessica Lanzillo and Amanda Gerber to a first term on the Arts & Heritage Advisory Council. A copy of these candidates' application is attached.

**BACKGROUND:** The Board of Park Commissioners adopted RR20-14 to redefine citizen advisory councils roles to be better align with the District's four mission-driven areas. The Arts & Heritage Advisory Council consists of a maximum of thirteen members and assists in recommendations to the Board concerning Cultural Arts & Living History Programming, Heritage, inclusive of interpretive signage/content, and Public Art for the Metropolitan Park District of Tacoma. Recruitment occurs through direct contact, news releases and on Metro Parks Tacoma's website and social media.

During their first term on the Council, new members Jessica Lanzillo and Amanda Gerber will demonstrate:

1. Knowledge, interest and skills related to the Advisory Council Charter.
2. Interest related to parks, programs, and facilities operated by Metro Parks Tacoma.
3. That they will be good additions to the existing composition of the Council.
4. That they are willing and able to commit to the charter, schedule and goals of the Council.

This appointment will put the council at eight members. The board and staff liaisons to the Arts & Heritage Advisory Council, as well as the entire council membership, support their appointment.

**FISCAL IMPACT:** None.

**ADDITIONAL INFORMATION:** For additional information, contact Mark Knowlden, Interim Director, Parks & Recreation Department, (253) 305-1067 or [mark.knowlden@tacomaparks.com](mailto:mark.knowlden@tacomaparks.com).

**METROPOLITAN PARK DISTRICT OF TACOMA**

**RESOLUTION NO. C17-23**

**APPOINTING MEMBERS TO THE ARTS & HERITAGE ADVISORY COUNCIL**

WHEREAS, the Metropolitan Park District of Tacoma created the Arts & Heritage Advisory Council to assist in recommendations to the Board concerning Cultural Arts & Living History Programming, Heritage, inclusive of interpretive signage/content, and Public Art for the Metropolitan Park District of Tacoma; and

WHEREAS, Jessica Lanzillo and Amanda Gerber have applied to serve on the Council; and

WHEREAS, the board and staff liaison to the Arts & Heritage Advisory Council, as well as the entire council membership, support these appointments; now, therefore, be it

RESOLVED by the Board of Park Commissioners of the Metropolitan Park District of Tacoma to appoint the following community members to serve on the Arts and Heritage Advisory Council:

Jessica Lanzillo, first term expires in March 2026.

Amanda Gerber, first term expires in March 2026.

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

ATTEST:

\_\_\_\_\_  
President

\_\_\_\_\_  
Secretary

\_\_\_\_\_  
Clerk

# Amanda Gerber

## Dashboard



Contact Information  
Name: Amanda Gerber  
Mobile:

History  
This Year 0.00 Hours  
Lifetime 0.00 Hours  
Last Login Tuesday, January 10, 2023

## Contact Information

Name Amanda Gerber  
Username  
Email Address  
Cell Phone  
Phone Preference  
Date of Birth  
Region  
Address



## General Availability

	Mornings	Afternoons	Evenings	Nights
Monday	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Tuesday	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Wednesday	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Thursday	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Friday	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Saturday	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sunday	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

## Custom Fields

Custom Field	Value
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### Agreements and Acknowledgements

I agree to the Volunteer Release and Waiver of Liability found in the information box to the right of this field.

Current:  
Pending: 1. I agree

### Additional Questions

I wish to serve on the following Advisory Council	Arts & Heritage
Why do you want to be part of this council?	I would like to be more involved in my community and to be able to contribute in a positive way.
Occupation (If retired, please indicate former occupation)	Administrative Coordinator
Current Employer (or state Retired)	Franciscan Health
Education (Name of high school; college/university; year graduated/degree)	BA - Art History, Western Washington University, 1991
Please describe your interests and qualifications as related to this position	I have a love for the arts and respect for heritage and feel it needs to be accessible to all. I feel it should breathe inspiration, wonder, education, curiosity and beauty to the community.
Please list any involvement in professional/community activities, including any current/past involvement with MPT programs	N/A
References (Name/Address/Phone)	Megan Gandt - Kate Bond -
Resume (Please upload your resume if available)	

Custom Field	Value
What unique qualities or point of view can you bring to the council?	I am open minded and a team player. I want what would be beneficial for the community. I am eager to participate and contribute where needed.

### Qualifications

No qualifications specified.

### Background Checks

There are no background checks to display.

### General Interests

No general interests selected.

### Committees

Not a member of any committees.

### Classifications

None Specified

### Reports

### Summary

**Lifetime Hours** 0.00

**2023 Hours** 0.00

**First volunteered in 2023**

### Miscellaneous

**Database User ID** 8227477

**Last Login Date** Tuesday, January 10, 2023

**Group** This profile represents an individual.

**Status** Applicant (Last Changed 1/10/2023)

**Date Joined** 1/10/2023 (Less than 1 year)

**Application Form** 1

**Log Hours Permission** Organization Default (Can log hours without approval)

**Timeclock Permission** Organization Default (Cannot log hours)

### Communications

#### Personal Message

There is no personal message.

#### Email History

Showing the 1 most recent of 1 email records.

Date	Subject	From
1/10/2023	Advisory Councils - Welcome Message	Better Impact System

#### Note Log

No note log history to show

# Jessica Lanzillo

## Dashboard



Contact Information  
Name: Jessica Lanzillo  
Mobile  
Home:  
Email:

History  
This Year 0.00 Hours  
Lifetime 0.00 Hours  
Last Login Wednesday, January 04, 2023

## Contact Information

Name Jessica Lanzillo  
Username  
Email Address  
Secondary Email Address  
Mobile Email  
Home Phone  
Cell Phone  
Phone Preference  
Linkedin Profile URL  
Date of Birth Friday, March 31, 1978 (44 years old)  
Region English (USA)  
Address 1310 North 5th Street  
Tacoma WA 98403  
USA



## General Availability

	Mornings	Afternoons	Evenings	Nights
Monday	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Tuesday	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Wednesday	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Thursday	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Friday	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Saturday	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sunday	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

## Custom Fields

Custom Field	Value
About You	
Pronouns	She / Her

## Agreements and Acknowledgements

I agree to the Volunteer Release and Waiver of Liability found in the information box to the right of this field. Current:  
Pending: 1. I agree

## Additional Questions

I wish to serve on the following Advisory Council	Arts & Heritage
Why do you want to be part of this council?	I am passionate about Tacoma, art, and representing the diverse lived experiences of our creative community! I am a highly experienced Creative Director with a primary orientation as an art buyer passionate for helping to find, coach, curate artists from diverse backgrounds. In the executive era of my career, I am seeking to both give back to my community through my areas of expertise as well as to keep grounded with evolving public art expressions.
Occupation (If retired, please indicate former occupation)	Chief of Staff (former Exec Creative Director for Magic: the Gathering)

Custom Field	Value
Current Employer (or state Retired)	Wizards of the Coast
Education (Name of high school; college/university; year graduated/degree)	The Evergreen State College, 2001, Liberal Arts
Please describe your interests and qualifications as related to this position	I have a deep understanding of visual arts and have spent my career as an art buyer / producer / art director. I have an strong methodology for building criteria to eliminate unconscious bias from the creative process for others.
Please list any involvement in professional/community activities, including any current/past involvement with MPT programs	This is my first foray into community advisory work, although I am a professional advisor to several private art schools (unaccredited) and was involved for multiple years with marketing and production support for a non profit women's music festival.
References (Name/Address/Phone)	Let me know what you are looking for here - I can give a work reference, community reference, etc - just want to make sure I'm meeting your expectations!
Resume (Please upload your resume if available)	
What unique qualities or point of view can you bring to the council?	The most unique part of my experience is my in depth knowledge of fantasy art and world building principles! I suppose it's also unique that I balance those with a pretty robust business acumen, with experience in financial reporting, compliance, manufacturing, and board-level strategic storytelling.

### Qualifications

No qualifications specified.

### Background Checks

There are no background checks to display.

### General Interests

No general interests selected.

### Committees

Not a member of any committees.

### Classifications

None Specified

### Reports

#### Summary

**Lifetime Hours** 0.00

**2023 Hours** 0.00

**First volunteered in 2023**

### Miscellaneous

**Database User ID**

8209471

**Last Login Date**

Wednesday, January 04, 2023

**Group**

This profile represents an individual.

**Status**

Applicant (Last Changed 1/4/2023)

**Date Joined**

1/4/2023 (Less than 1 year)

**Application Form**

1

**Log Hours Permission**

Organization Default (Can log hours without approval)

**Timeclock Permission**

Organization Default (Cannot log hours)

### Communications

#### Personal Message

There is no personal message.

#### Email History

Showing the 1 most recent of 1 email records.

Date	Subject	From
1/4/2023	Advisory Councils - Welcome Message	Better Impact System

#### Note Log





**MEMORANDUM**

TO: Board of Park Commissioners

THROUGH: Shon Sylvia, Executive Director

FROM: Alan Varsik, Director of Zoological & Environmental Education

**SUBJECT: Purchasing Resolution**

DATE: February 21, 2023

**EXECUTIVE SUMMARY:** The attached Purchasing Resolution seeks Board approval to enable the Executive Director to enter into the necessary agreements for the purchase and acquisition of the goods and services detailed in Exhibit A to the Resolution and in the supporting information below.

Proposed goods and services proposed for purchase and/or acquisition:

<b><u>Item Number</u></b>	<b><u>Proposed Vendor</u></b>	<b><u>Proposed Purchase</u></b>	<b><u>Price</u></b>
1	Lamar Advertising	Billboard Advertising	\$135,000 for 2023

**ITEM NO. 1**

- **VENDOR** Lamar Advertising
- **GOODS OR SERVICE** Billboard Advertising
- **PRICE** \$135,000 (ZEED) for 2023
- **SOURCE OF FUNDING** ZEED Marketing Budget
- **CONTACT** Alan Varsik, (253) 404-3634

**BACKGROUND:** District staff negotiate billboard advertising in-house to secure the best rates and placements for the Point Defiance Zoo & Aquarium and Northwest Trek advertising campaigns. Lamar has the largest inventory of billboards in the South Sound area. The \$135,000 price translates into nearly 5.2 million weekly impressions for May-December 2023.

**FISCAL IMPACT:** This expense is included in the ZEED department budgets.

**ADDITIONAL INFORMATION:** For additional information, contact Alan Varsik, Director of Zoological & Environmental Education at 253-404-3634 or [alan.varsik@PDZA.org](mailto:alan.varsik@PDZA.org)

**METROPOLITAN PARK DISTRICT OF TACOMA**

**PURCHASING RESOLUTION NO. P18-23**

**AUTHORIZING PURCHASE OF  
GOODS AND SERVICES FOR METRO PARKS TACOMA**

WHEREAS, the Board of Park Commissioners have established policies governing the purchase of goods and services for Metro Parks Tacoma through the adoption of Resolution No. RR22-15, Authorizing Amendment of the Purchasing Policy for the Metropolitan Park District of Tacoma; and

WHEREAS, the Board of Park Commissioners through the adoption of Resolution No. R51-02, Adopting Board Policies and Procedures, authorized the use of a Purchasing Resolution for consolidation of all purchases seeking approval by the Board of Park Commissioners; and

WHEREAS, Metro Parks staff recommends the Board of Park Commissioners authorize the purchase of goods and services detailed below; now, therefore, be it

RESOLVED by the Board of Park Commissioners of the Metropolitan Park District of Tacoma to authorize the Executive Director to enter into the necessary agreements to purchase or acquire the following goods and services as detailed in Exhibit A to this resolution.

The foregoing resolution was adopted by the Board of Park Commissioners of the Metropolitan Park District of Tacoma at a meeting held on \_\_\_\_\_, 2023.

ATTEST:

\_\_\_\_\_  
President

\_\_\_\_\_  
Secretary

\_\_\_\_\_  
Clerk

**Exhibit A**  
**to**  
**Purchasing Resolution No. P18-23**

ITEM 1

- **VENDOR** Lamar Advertising
- **GOODS OR SERVICE** Billboard Advertising
- **PRICE** \$135,000 (ZEED) for 2023
- **SOURCE OF FUNDING** ZEED Marketing Budget
- **CONTACT** Alan Varsik, (253) 404-3634



## **MEMORANDUM**

TO: Board of Park Commissioners

THROUGH: Shon Sylvia, Executive Director

FROM: Debbie Russell, Director of Business, Administration & Planning

SUBJECT: **PDZA SPA Exhibit Improvements – Change Order No. 5 to Pease Construction Inc. Construction Contract**

DATE: February 22, 2023

**EXECUTIVE SUMMARY:** This resolution authorizes Change Order No. 5 to Pease Construction, Inc. contract for the PDZA SPA Exhibit Improvements Project in the amount of \$52,089.19, bringing the contract total to an amount not-to-exceed \$4,081,857.54 (includes Washington State Sales Tax).

**CAPITAL IMPROVEMENT COMMITTEE RECOMMENDATION:** This resolution was reviewed by the Capital Improvement Committee at their meeting on Wednesday, February 15, 2023, and forwarded on to the full Board with a recommendation for approval.

**BACKGROUND:** A Scope Definition for PDZA SPA Exhibit Improvements was initially approved by the Capital Projects Group on March 2<sup>nd</sup>, 2018, with a total project budget of \$183,500 to begin pre-design studies with cost estimates for the South Pacific Aquarium.

In February of 2021, the design firm of Schemata Workshop was selected through a Request for Proposal (RFP) Process to further design the improvements to the 32-year-old salt-water South Pacific Aquarium at the Point Defiance Zoo & Aquarium. A competitive bid announcement was run in April 2022. The lowest responsive bidder was Pease Construction, Inc. and staff recommended award of the contract to Pease Construction, Inc., in the amount of \$3,736,964.00 including tax.

The following are specific improvements to be implemented under this project:

- Structural repairs of failing concrete throughout the back of house, visitor side, and in the 32-year-old exhibit.
- Modern controls of Life Support Systems including remote monitoring capability.
- Replacement of failed valves allowing independent control of different exhibits again.

- Repair of failed or failing seals on the acrylic viewing windows.
- Construction of a new Coral Exhibit with Jewel Tanks.
- Structurally shoring up the building where rot was discovered under the deck.
- New waterproofing exhibit liner system.
- Hidden walkways into exhibits allowing for better staff safety during animal care and maintenance.
- New skylight roofing system to replace the failed 21-year-old existing system.
- New epoxy flooring system around the pool edge to prevent future damage to concrete walkways.
- Improved design of the public shark dive experience.
- New artwork through the MPT 1% for the Arts Public Art Program
- Repair of failed louvers and replacement of fans to prevent future problems related to humidity.
- Replacement of 32-year-old elevator.

As the work has progressed, change orders were approved administratively for the following:

- **Change Order No. 1:** in the amount of \$23,006.14, was for the change in additional concrete removal and replacement beyond what was expected, extending epoxy flooring to this space and an extension of time to the contract of 56 days due to long lead items.
- **Change Order No. 2:** in the amount of, \$141,761.97, was for additional concrete fill, additional administrative costs, replacement of existing gutter which was damaged beyond reinstallation ability, and cost increases and time extension associated with additional cure times of required materials.
- **Change Order No. 3:** in the amount of \$82,740.45, was for discovery of additional concrete spalling and damage as well as shoring within the Ozone Tank beyond what was expected and rot in the wooden purlins discovered during the installation of the new skylight.
- **Change Order No. 4:** in the amount of \$45,295.81, was for changes to the skimmer located in the shark dive experience to resolve a conflict with the dive cage, discovery of stucco wall and the removal of this in the coral area, and other discrepancies in that area between the original as-builts and the existing state.

**Change Order No. 5:** in the amount of \$52,089.19, will cover the expense of extending the epoxy flooring into the dive building to prevent further structural damage discovered by the contractor, and vacuuming out the feed line to the SPA which was unable to be inspected prior to construction but has visible debris throughout the line. Staff is requesting approval for Change Order No. 5 for Pease Construction, Inc. in the amount of \$52,089.19, for a total contract amount not to exceed \$4,081,857.54.

**FISCAL IMPACT:** The funds for this project are from the 2014 UTGO Bond Funds, PDZA Misc. Capital Improvements and PDZA Operating Funds.

Since the original construction contract award to Pease Construction, the total project budget has been adjusted upward through formal CPG (Capital Planning Group) action from \$4,916,808 to

\$6,277,034 as shown below to add PDZA Operating Funds for Phase II of the project, currently under design.

***PDZA SPA (South Pacific Aquarium) Improvements (5/2022 Funding Plan):***

<i>2014 UTGO Bond, PDZA; Misc. Capital Improvements</i>	<i>\$3,492,034</i>
<i>PDZA Operating Funds</i>	<i>\$1,455,000</i>
<i>1% for Art</i>	<i>-\$30,226</i>
<b><i>Total</i></b>	<b><i>\$ 4,916,808</i></b>

**PDZA SPA (South Pacific Aquarium) Improvements (Current Funding Plan):**

2014 UTGO Bond, PDZA; Misc. Capital Improvements	\$3,522,034
PDZA Operating Funds	\$2,755,000
Art Funds used in project	\$40,000
<b>Total</b>	<b>\$ 6,277,034.00</b>

**Project Budget:**

Planning & Design	\$820,355.00
Construction Phase 1 (Pease Construction)	\$4,081,857.54
Phase 2 Construction	\$730,140.40
Owner Cost- Equipment	\$150,000.00
Commissioning	\$40,000.00
Misc. Expenses (Permits, Rentals, Ads, inspections)	\$218,283.00
1% for Art	\$40,000.00
Contingency (Design and Construction)	\$196,398.06
<b>Total</b>	<b>\$6,277,034.00</b>

**ADDITIONAL INFORMATION:** For additional information, please contact Debbie Russell, Director of Planning and Development at 253-305-1086 or [debbie.russell@tacomaparks.com](mailto:debbie.russell@tacomaparks.com)

**METROPOLITAN PARK DISTRICT OF TACOMA**

**RESOLUTION NO. PW19-23**

**PDZA SPA EXHIBIT IMPROVEMENTS CHANGE ORDER NO. 5  
CONTRACT 2022103J PEASE CONSTRUCTION, INC.  
BID NO. J2022-14**

WHEREAS, the Board of Park Commissioners of the Metropolitan Park District of Tacoma desires to make improvements to the Point Defiance Zoo and South Pacific Aquarium; and

WHEREAS, funds for the project consist of Metro Parks Tacoma 2014 Bond: Point Defiance Zoo and Aquarium Misc. Capital Improvements and Point Defiance Zoo & Aquarium Operating Funds; and

WHEREAS, the advertisement for formal bids was used to solicit the bids required and one (1) bid was received with one (1) being considered responsive; and

WHEREAS, the low bid was submitted by Pease Construction, Inc. in the amount of \$3,736,964.00 (includes Washington State Sales Tax), was reviewed by contract compliance, was considered a responsive bid and awarded; and

WHEREAS, Change Orders No. 1, 2, 3, and 4 have been previously approved by staff for an aggregate amount of \$292,804.37; Now, therefore, be it

RESOLVED by the Board of Park Commissioners of the Metropolitan Park District of Tacoma to approve Change Order No. 5 to Pease Construction, Inc., in the amount of \$52,089.19 for total contract amount not to exceed \$4,081,857.54 (includes Washington State Sales Tax).

The foregoing resolution was adopted by the Board of Commissioners of the Metropolitan Park District of Tacoma at a regular meeting held on \_\_\_\_\_, 2023.

ATTEST:

\_\_\_\_\_  
President

\_\_\_\_\_  
Secretary

\_\_\_\_\_  
Clerk