

**Capital Improvement Committee Meeting (CIC)  
Agenda & Meeting Materials  
December 13, 2023 - 5:00 PM**

Metro Parks Headquarters  
4702 S 19th St.  
Tacoma, WA 98405



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This Capital Improvement Committee Meeting (CIC) will be held at Metro Parks Headquarters, 4702 S 19th St., Tacoma, WA 98405. You can also join the meeting remotely by following the instructions below: (either by online link or by phone)

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

**Time: December 13, 2023 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>
<b>Enter Meeting ID:</b>	<b>950 4153 1173</b>
<b>Password:</b>	<b>039699</b>
<b>Participant ID:</b>	<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**

**Wednesday, December 13, 2023  
5:00 PM**

**MINUTES FROM NOVEMBER 15, 2023**

**PROJECT STATUS REPORT**

**DISCUSSION ITEMS**

- N/A

**ACTION ITEMS**

- Titlow Park Lagoon Culvert Removal & Railroad Trestle Bridge Project, Contract Amendment to Anchor QEA

**FUTURE AGENDA TOPICS**

**ADJOURNMENT**



## BOARD OF PARK COMMISSIONERS CAPITAL IMPROVEMENT COMMITTEE

**November 15, 2023  
5:00 PM  
MINUTES**

**Attendees:** Commissioner Pointer, Commissioner Reid

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

**Acceptance of Minutes:** Minutes from the October 11, 2023, meeting were approved as written.

### Discussion Item

#### **Titlow Park Stormwater and Lagoon Improvements Analysis, Planning & Preliminary Design Phase Project MOU**

- Marty provided an overview of a draft resolution that would allow Metro Parks to work collaboratively with the City of Tacoma (COT) on the analysis, planning and preliminary design of stormwater utility improvements connected to Titlow Park and its inter-tidal lagoon.
- Marty explained that Metro Parks is partnering with COT who was awarded a grant to improve water quality in the Titlow Lagoon (and Puget Sound) through design of a regional water quality treatment system that addresses runoff. A Memo of Understanding (MOU) agreement is being crafted to document partnership intent during the design phase since some elements will be built on Metro Park's property (ditches, water treatment systems, etc.). He added that future phases will each have separate agreements.
- Commissioner Reid said this sounds redundant, having a MOU to announce we are going to have MOUs. Marty reported it's to define partnership roles and open the door to dialogue. It also provides collaboration evidence as we explore additional funding opportunities (grants) for the currently unfunded construction phase. He added that as each phase comes live, new agreements will be set up to outline steps.
- Marty continued the discussion with an aerial image of Metro Park's Master Plan for the park and lagoon that includes an enlarged lagoon, walking trails and trestle relocation. He also presented an illustration of COT's stormwater improvements that fall in their right of way and also on park property. It documents improved stormwater flow, a new plaza with learning opportunities. He added that parking for this park is of a premium and won't likely be reduced in count, but configuration will be improved.

## **Action Items**

### **Peck Community Sports Park Master Plan – Final Acceptance**

- Kristi reported this resolution authorizes the acceptance of the 2023 Peck Community Sports Park Master Plan. She explained that Metro Parks is working in partnership with Tacoma Public Schools (TPS) on this project that provides the community with an all-season multi-use sport field. This long-range plan provides for potential improvement phases as funding is made available. She explained earlier plans at Stanley Park were moved to Peck because of a noted “better fit.” Commissioner Pointer added that he heard positive community comments about the plans presented at the recent November 8<sup>th</sup> open house.
- As background, the site was originally completed in 1907 and was home to Tacoma’s first baseball stadium. It served briefly as a racetrack for midget autos and was ultimately transferred to Metro Parks in 1956 as a traditional four field natural grass ballfield complex.
- Kristi reported the consulting team of Walker/Macy developed the master plan through an extensive public process that included numerous public meetings, surveys, and other community touchpoints. Attendees at a recent open house when asked if the plans represented their needs responding enthusiastically yes. It was noted that after this meeting staff received off leash and skate park requests. Kristi responded that this space isn’t large enough for everything and other sites were more appropriate.
- The presented master plan designs detailed how activity zones across the site move from passive to active (trails, community gardens, playground, sport fields). Kristi mentioned there will be plenty of walking trails. The ball fields will be fenced but not the entire park, leaving a lot of open areas. Marty added that batting cages are also being included that can be used by students and possibly the public if they can be managed and maintained for that use.
- The budget lists full project buildout between \$10M - \$12M. Kristi will need to find out if this includes TPS funding. The project will take place over a couple years and will aggressively rely on grant funding.
- Marty added that Metro Park’s efforts help to keep the complimentary TPS City Street Initiative project on track, noting it’s currently out for bid.
- Commissioner Pointer asked if any new foliage is planned next to the ball field. Kristi said yes. In addition, COT is expanding crosswalks at the intersection of State and 15<sup>th</sup> Street. Marty noted this is a good example of multi-agency project collaboration.
- Commissioner Pointer reported this is good use of the fields but is concerned with parking off 14<sup>th</sup> Street. Kristi noted staff will continue to work with local business owners and installation of proper signage to help keep parking open to the public. He also asked if synthetic turf is being used for the athletic fields. She said yes, noting future lighting is being designed for future grand funding opportunity.
- This item was accepted for moving forward to the full Board with a recommendation of approval.

## **Point Defiance Zoo & Aquarium South Pacific Aquarium (SPA) Exhibit Improvements Phase II – Contract Award to Pease Construction**

- Fred reported this resolution authorizes a construction contract with Pease Construction for the Phase II building improvements at Point Defiance Zoo & Aquarium's South Pacific Aquarium Exhibit Improvements in the amount of \$1,258,346.52.
- Phase II is being treated as a separate project with staff recently going out for bid and receiving 3 bids. Pease Construction, also the contractor for Phase 1, was ultimately selected as the low bidder. Fred explained that Phase II will include mostly visitor-side improvements not afforded during Phase I and include improvements to the coral, lagoon space, and accessibility and safety of steps.
- Marty explained PDZA Operating Funds and a donation for the Zoo Society are funding this phase of the project. It is targeted to be complete by Spring Break next year, however Fred expects early summer is a more realistic goal.
- It was explained that this is the final phase for SPA. Improvements should last another 25 years, followed by the entire aquarium being replaced.
- Fred reported on Phase I work noting the main exhibit has been filled back with water and some animals are being reintroduced. He added there will be another 4 -5 rounds of animal reintroductions back into the exhibit.
- Commissioner Pointer asked if the interior lighting is being improved. Fred reported yes with LED lights. He added that once the entry stairs have been redone, track lighting will be added underneath for safety.
- This item was accepted for moving forward to the full Board with a recommendation of approval.

## **Meeting Adjourned**



## **MEMORANDUM**

TO: Board of Park Commissioners

THROUGH: Shon Sylvia, Executive Director

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

SUBJECT: **Titlow Park Lagoon Culvert Removal & Railroad Trestle Bridge Project, Contract Amendment to Anchor QEA**

DATE: January 3, 2024

**EXECUTIVE SUMMARY:** This resolution authorizes a contract amendment to Anchor QEA to provide additional (Phase II) Architectural and Engineering services for Titlow Park's Lagoon Culvert Removal & Railroad Design & Permitting Scope Phase 2A in the amount of \$636,518.00

**BACKGROUND:** Overall, this project will provide for the design, permitting and construction for the new BNSF Railroad Trestle as a replacement for the existing culvert pipes that currently restrict the hydraulic connectivity of Titlow Lagoon from Puget Sound. Additionally, this scope will identify the impact of the removal, and subsequent restoration needed for the lagoon, and ultimately the estuarian habitat.

On January 11, 2022, Metro Parks advertised RFQ J2022-01 with posting on the Metro Parks website. By the deadline of January 28, 2022, four (4) firms submitted their statements of qualifications. Staff ranked the submittals and selected to interview three (3) firms. The interview committee selected Anchor QEA as the most qualified for the project.

Phase 1 of the initial Architectural and Engineering (A/E) Services Agreement accounted for Preliminary Design (Schematic) and Preliminary BNSF Permitting. Work performed under this phase generally included Project Management, Predesign Outreach, Grant Coordination, Background Information Gathering and Basemap, and Preliminary Schematic Design for Railroad Trestle and Lagoon Alterations.

The scope of Phase 1 – Preliminary Design was based upon a set of assumptions that were subject to change as more was learned through further site and program evaluation and engineering analysis. Upon completion of the preliminary design phase, a subsequent contract amendment was said to follow. That work is now being proposed under Phase 2A as described herein and accounted for under this proposed Amendment 3 to the original contract.

Original Phase 1 – Preliminary Design contract: \$236,912.00 for Preliminary Design (Schematic) and Preliminary BNSF Permitting

Amendment 1:\$16,799.20 and time extension temporary entry permit and survey fees for BNSF railway.

Amendment 2: \$19,078.00 and time extension for public outreach with additional design work.

**Amendment 3 – Phase 2A: \$636,518.00 for advancing railroad trestle design to 30% design & support services for data & investigation for permit documentation.**

Total A/E contract amount upon execution of Amendment 3: \$909,307.20

**FISCAL IMPACTS:** A scope of services has been negotiated with Anchor QEA in the total amount of \$909,307.20. The project is to be funded through a Washington State Department of Transportation grant.

**FUNDING**

WSDOT Grant	\$990,000
<b>TOTAL</b>	<b>\$990,000</b>

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

**METROPOLITAN PARK DISTRICT OF TACOMA**

**RESOLUTION NO.**

**TITLOW PARK LAGOON CULVERT REMOVAL & RAILROAD TRESTLE BRIDGE PROJECT, CONTRACT AMENDMENT FOR ANCHOR QEA**

WHEREAS, the Board of Park Commissioners of the Metropolitan Park District of Tacoma desires to provide updates to Titlow Park; and

WHEREAS, Anchor QEA was selected to provide design, permitting and construction services from a review of four (4) Statements of Qualifications (SOQs) that were obtained from qualified architect / engineer / landscape architect teams in response to Metro Parks public solicitation, with three (3) teams being interviewed; and

WHEREAS, this scope of services was developed with Anchor QEA to provide project management, design & outreach meetings, data and investigation to support design, hydrologic and hydraulic modeling to support phase 2A design, and railroad trestle design development and review to 30% construction documents for Titlow Park’s Lagoon Culvert Removal & Railroad Trestle Bridge with the ability to provide future design plans, permitting, environmental, construction documents and construction review; and

WHEREAS, funds for the project are provided from a Washington State Department of Transportation grant; Now, therefore, be it

RESOLVED by the Board of Park Commissioners of the Metropolitan Park District of Tacoma to grant the contract amendment for Architectural and Engineering Services to Anchor QEA in the amount of not to exceed \$636,518.00;

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