



BOARD OF PARK COMMISSIONERS CAPITAL IMPROVEMENT COMMITTEE

**April 10, 2019
5:00 PM
MINUTES**

Attendees: Commissioner Hanberg, Commissioner Baines

Staff Support: **Debbie Terwilleger**, Director of Planning & Development; **Marty Stump**, Design and Construction Manager; **Erwin Vidallon**, Chief Financial Officer; **Tyra Larson**, NW Trek Fund Development; **Mary Kay Henley**, Planning Administration

Acceptance of Minutes: Minutes from the March 27, 2019 meeting were approved as written.

Project Status

- Commissioner Hanberg introduced a discussion on current road conditions at Point Defiance Park. He noted a cyclist was recently injured on the road leading from the Point Defiance Zoo & Aquarium to the native plant gardens.
 - Marty reported the pothole has been patched. Staff do annual pothole checks with problematic areas being repaired periodically with pavement overlay. He noted that road sections at Point Defiance are part of planned future improvements and this particular section is a candidate for possible 2-way traffic conversion in the future.
 - Erwin added a new asset management system will include a robust road maintenance strategy. He added cautionary signage is currently under review, focusing more on enforcing the 20 mph speed limit. It was reported by police an increase in recent speeding by both cars and cyclists.
 - Debbie concluded road maintenance is a priority. Discussions will take place on the best option for maintenance and how to incorporate into the new asset management system.

Discussion Item

NW Trek Bald Eagle Public Art Scope

- Tyra presented a proposed art scope for the new Bald Eagle exhibit. It includes a new circular pathway, with a capital campaign donor area featuring bronze feathers.
 - Feathers will range from 8, 10, 12 inches based on donation and will be imbedded into concrete.
 - The donor walkway will be adjacent to the exhibit, not inside and will be the first thing people see.
 - The pathway will also feature a bronze eagle statue. It will stand 10 feet tall, with the base buried 3 feet below ground. A retaining wall will have slight angle and be 25 feet long. Landscape plantings would be native trees and understory.
 - Right now Tacoma foundries are being researched for the eagle statue.
 - Commissioner Hanberg asked if the eagle photograph used has been Ok'd with the photographer. Tyra explained it will be an interpretation of the picture, not exact.

- Both commissioners raised concerns this might be out of scale with other Metro Park's donation areas. It was noted they don't want to delay the project, but there needs to be more discussion on setting a standard for future projects.
 - Commissioner Hanberg said the square footage was quite large for the size of donations, comparing to the Eastside Community Center donors area that is above the slide. He suggested it might be used for all NW Trek donations.
- Commissioner Baines asked if the Puyallup Tribe was involved. Tyra reported yes, they donated, \$100,000.
- Tyra added that NW Trek is unique. Projects are less expensive and this was a way to encourage donations within a unique recognition area. Tyra explained they are targeting the exhibit to open the end of June/July. Time is of the essence to meet this goal, noting the lengthy time it takes for the foundry to create the statue. She added it won't obscure or take away from the exhibit. The retaining wall will only be 3 ft. tall, with only 20 donation feathers.
- This was agreed this will be added as a discussion item at the next Executive Committee meeting. It was noted there needs be equitable representation of donations district-wide, including a set of guidelines for future projects. Any outcomes will be reported back to this group for further discussion

Eastside Community Center – Change Order 5

- Marty lead a discussion of items listed on the Eastside Community Center's Change Order 5. He explained these are part of the center's final close out and driven by inspections and Tacoma Public Utilities approval. He noted we have temporary occupancy right now and working on final occupancy.
- A few of the larger items were highlighted:
 - Added DAS System for code compliance for internal staff communications.
 - Unsuitable soils and importing fill (weather compromised soil)
 - Fire line relocation,
 - Entry off of 56th Street replacement of driveway and sidewalk tied to final ADA compliance.
- Marty added later this summer we will be participating in a cost sharing pavement overlay on 56th street with the City of Tacoma and Tacoma Public Schools, with our costs totaling \$36,000.
- Commissioner asked where these funds are coming from.
 - Debbie added additional funds are available for majority of these items, noting fund shifts from other sub categories for any remaining.
- It was noted this won't close out the project. It is anticipated there will be one more change, with improved site signage mentioned. These items will be small dollar amounts and won't be at a threshold requiring CIC review.
- Commissioner Hanberg asked if this puts us above the project's contingency fund allotment. Debbie reported yes, noting contingency funds were set low at 4% instead of typical 10%. The lower rate was because of GCCM involvement and the original cost was \$31M. Total project cost now are \$33.6M which is approximately 8% higher.
- No action is required on this item.

Action Item

- The resolution for surveying and wetland delineation was brought to CIC at the last meeting. Commissioners questioning the use of only one vendor and how Metro Parks encourages Minority and Woman Owned Business Enterprise applicants.
- Marty explained the same resolution is being presented at tonight's meeting.

- Debbie reported there has been a lot of conversation on this over the past couple weeks, including with the Tacoma Public Schools.
 - It was explained Metro Park's has a Minority and Woman Owned Business Enterprises (MWBE) policy in place.
 - It is structured around construction, not professional services.
 - A goal of 8% has been set for construction projects above \$20,000.
 - Participation is tracked through vendor forms and we do annual reviews.
- As background, this resolution authorizes a professional services contract award to David Evans and Associates for Topographic Surveying and Wetlands/Stream Services for a number of Metro Parks capital projects throughout the District. This contract shall extend from April 2019 through March 2021 and may be extended, if necessary. The total contract expenditures will not exceed \$300,000.00. The District practice has been to issue stand-alone projects with these types of services integrated into the overall contract. But for smaller projects, we establish on-call for services with a master agreement in place.
- It was confirmed that since this is surveying work, it is a professional service not construction.
- Commissioner Hanberg suggested increasing review to semi-annually, noting it doesn't have to be a presentation just data.
- Erwin added we need to make sure any policy changes don't go against state law.
- Both commissioners approved moving this forward to the Board for continued discussion with the ability to amend or change the current policy.

Meeting Adjourned