



Peninsula Metropolitan Park District

PO Box 425 – Gig Harbor, WA 98335
 253-858-3400 – info@penmetparks.org
www.penmetparks.org

SPECIAL MEETING AGENDA: Tuesday, February 26, 2019, 7:00pm

Sehmel Homestead Park **Maintenance Building** (10123 78th Ave NW, Gig Harbor, WA 98332)

Call to Order ___:___

Commissioner Roll Call:

	Present	Excused	Comment
Maryellen (Missy) Hill			
Amanda Babich			
Todd Iverson			
Kurt Grimmer			
Steve Nixon			

ITEM 1 Approval of Agenda

ITEM 2 Commissioner Study Session

2.a PEG Grant Review (pages 2-7)

2.b Architectural and Engineering Contract Review (pages 8-15)

2.c Community Recreation Center Planning pages (pages 16-31)

ITEM 3 Adjournment ___:___

AGENDA POLICY

- No comments or discussion will be allowed on consent items.
- Public comment will be allowed on each Regular Agenda Action Item. Each speaker will be limited to a three (3) minute time limit and may only speak once with a total of 15 minutes per side. Comments will be included as part of the official record of the meeting.
- Citizen Comments: Citizens are afforded an opportunity at each regular and special meeting of the Board of Park Commissioners to offer their comments to the Board. Citizens are limited to a three (3) minute time limit and may only speak once during the Citizen Comment period at each meeting. Comments will be included as part of the official record of the meeting.
- Individuals requesting an item to be placed on the agenda must submit a request by 12 noon on the Tuesday preceding the Monday meeting date.
- Individuals wishing to submit materials or written testimony to the Board at the meeting must provide ten (10) copies at least 15 minutes prior to the start of the meeting.



Park Enhancement Grant Program



INFORMATION SHEET

IMPORTANT DATES

Applications Available:	January 1
Applications Accepted Starting:	February 1
Awards Announced:	Within 60 Days from Receipt
Projects Commence (notify PMP):	After Award
Awards Distributed:	At 50% and 100% of Completion
Projects End:	Within 24 months
Final Project Reports Due:	Required for final reimbursement

WHAT ARE PARK ENHANCEMENT GRANTS?

The Park Enhancement Grant Program was established in 2007 to help community groups improve park and recreation opportunities through smaller capital improvement projects.

Annually, there is approximately \$65,000 available in two pools, with \$10,000 available in \$1,000 grants, and the remaining \$55,000 available for one or more, larger grant projects.

The types of projects supported by Park Enhancement Grants are:

- physical improvement projects,
- park maintenance, but not to include payment for labor,
- creating and maintaining a database for park maintenance jobs and park volunteers,
- startup funding for on-going recreation activities.

In order to qualify, community groups must match the District's contribution with volunteer time, in-kind donations of goods and services, and/or financial contributions.

Applications will be evaluated on:

- the quality and scope of the proposed project,
- the level of community participation in the project,
- the demonstrated need for the project,
- the nature of the 50% matching contribution, and
- the proposed maintenance program, if applicable.

The Park Enhancement Grants are awarded on the basis of merit.

Partnerships with local businesses, religious institutions, social service agencies and other community resources are encouraged. These partnerships allow the community access to a wider range of goods, services, and financial resources.

WHO MAY APPLY?

Individuals, single businesses, non-profit organizations, social services, school groups, fraternal and religious groups, political groups and public agencies are eligible as applicants. Organizations are encouraged to form partnerships to plan and implement projects. One organization must be the lead applicant and have the primary role in the partnership.

WHAT KIND OF PROJECTS ARE ELIGIBLE?

To be eligible, projects must:

- take place within the boundaries of the Gig Harbor Peninsula,
- have approval of property owner,
- provide a general public benefit to the community,
- be accessible to the general public,
- have goals which can be accomplished in 24 months or less, unless arranged with PenMet Parks,
- not be planning projects.

Some examples of possible projects are:

Physical Improvement Projects: Playground, playground equipment, minor park improvements; landscaping or plantings, educational brochures; all of which must meet the specifications of the District

Park Maintenance Projects: Trail maintenance, trash pickup, invasive plant control, etc. but not to include payment for labor.

Recreation Projects: Funding to help start a recreation program or event which will be self-sustaining and on-going.

Misc Projects: Creating and/or maintaining park job list, or volunteer data base.

Commission reserves final decision.

WHAT IS THE TYPICAL GRANT PROCESS?

- Applications available
- Pre-Application conference (optional, but recommended)
- Submit application
- Applications reviewed and grants awarded
- Grant project contract signed
- Project begins (notify PMP of schedule prior to activity)
- 50% reimbursement requested, reviewed, distributed
- Project completes
- Final report submitted
- Final reimbursement distributed after final report accepted

Park Enhancement Grant Program — INFORMATION SHEET

THE COMMUNITY MATCH

For every dollar requested from the Matching Grant Program, the applicant must identify match items that add up to equal (or exceeding) the value of the amount requested. So, if \$1,000 is requested, then at least \$1,000 of match must be proposed (and provided for reimbursement to be made).

Match items can be donated professional services, donated materials or supplies, volunteer labor, or cash. Following are some basic requirements for developing a match package:

- The value of the match must equal or exceed the amount requested from the Grant Program.
- The amount and type of match must be appropriate to the needs of the project.
- Proposed match must be expended during the life of the grant—neither prior to an award nor after the project's contract has ended.
- Assistance from District staff or funds from elsewhere in the District budget cannot be counted as match.
- Time spent preparing the grant application or fundraising cannot be counted as match.
- All volunteer labor is valued at the most recent Washington State hourly rate specified at: www.independentsector.org/volunteer_line
- Note: Reimbursement for paid labor is not permitted. Payment for labor can be counted as part of the match, however.
- Professional services, if needed for the project, are valued at the "reasonable and customary rate."
- Cash contributions to the District maintenance endowment can be used as a match item.
- The match must be not only pledged, but also *secured*. *Secured* means that the contribution has specifically been described and the project coordinator has signed the Match Pledged/Secured Form (attached to the application) to confirm the match commitment.
- Reimbursements will be available at 50% and 100% of project completion.

CONTACTS AT PenMet Parks

Richard Fink II, Executive Director (253) 858-3408
Eric Guenther, PEG Program Coordinator (253) 858-3400 x1222

Remember to notify PenMet Parks of construction schedule prior to commencement of construction activity.

HOW TO APPLY

Community groups interested in participating in the Park Enhancement Grant program must fill out and submit an application to PenMet Parks, 10123 – 78th Ave NW, Gig Harbor, WA 98332. Applications can be emailed to Info@PenMetParks.org but the original with the signatures must be mailed or delivered.

Application forms can be obtained at the PenMet Parks office, via the web at www.PenMetParks.org, or requested by email from Info@PenMetParks.org

Pre-Application Conferences:

- May be requested (recommended) at any time during the application period, pending availability of staff.

Applications are due:

- According to the table on page 1.

Number of Copies Required:

- One original signed application & at least one electronic copy.

Attachments Required:

- As identified in application forms and questions.

Applications will be reviewed promptly and award notices will be announced at the following PenMet Commission meeting. Applicants should be prepared to start their projects immediately upon receiving notification of the award.

REIMBURSEMENT PROCEDURES

Upon awarding of the grant, PenMet Parks and the applicant organization will enter into an agreement for services described in the application. Matching grant funds will be released to the applicant organization on a reimbursement basis at 50% and 100% of project completion. Funds are typically dispersed within two weeks of invoice receipt. These funds may only be used to support the activities described in your proposed work plan and budget. Significant changes in your program or budget must be approved by the District before funds are expended.

Under special, pre-approved circumstances, applicants may request that the District utilize its purchasing capabilities to order certain equipment or materials as part of the project. The District could fund the purchase up front with its share of the PEG Grant, and all other aspects of the project would follow according to these policies.

IMPORTANT NOTES:

The project must be achievable within 24 months of award.

Applicant should notify the District with construction schedule.

A final project report must be submitted to the District to receive the final 100% reimbursement. The final report must include verification of your match and volunteer labor verification as well as the accounting for each project on the proposed work plan. Organizations that fail to submit a final report will be ineligible for future grants until a final report is submitted and accepted.

Grant recipients are responsible for any taxes which may be owed on grant awards.

Park Enhancement Grant Program — INFORMATION SHEET

PROCESSING THE CONTRACT

Each grant recipient will receive two original copies of their contract from PenMet Parks outlining the scope of work, funding, and reporting requirements under this grant program. The contract will be drafted to reflect the recipient's proposed work plan and budget included in their grant application. The contract should be reviewed by your organization and signed by an official representative of the organization. Each original should then be returned to the District for signature by the Executive Director. The District will send one original back to the grant recipient.

COMPLETING THE FINAL REPORT

The Purpose of the Final Report: The final report has several purposes. First, the report should document that all elements of the contract between the District and the grant recipient have been fulfilled. This documentation should include proof that District funds were used responsibly and as intended. Another purpose of the final report is to highlight the achievements realized through the grant. The District will use the information included in the final report to inform the Board of Park Commissioners, the media, and interested citizens about the grant program. This is also an opportunity for grant recipients to let the District know how the program might be improved.

Final Report Due Date: See dates on page 1

Number of Copies Required: One original, plus one electronic: Word doc plus spreadsheet budget

Send Final Reports to: PEG Program Coordinator
10123 78th Ave NW
Gig Harbor, WA 98332

Final Report Elements Required:

1. A narrative of the project (from question #1a) and pictures to tell the story (Power Point encouraged).
 2. An updated copy of the Application with final answers and numbers for project, including:
 - Question 4, Workplan
 - Question 5, Project Budget
 - Question 6, Donation-Volunteer Form, documenting donated materials and labor.
- Receipts, including those documenting matching funds.
 - Signed Owner Project Acceptance form
 - Payee information for grant check (application page 1).
 - Photographs illustrating the work achieved under the grant.
 - As Built drawings.
 - Photographs documenting acknowledging signage for the project (may be documented for later completion).
 - Any promotional materials created during the project.
 - Copies of any media coverage.
 - Any other materials that expresses the activities and success of the project.

ADDITIONAL QUESTIONS

What happens if we fail to submit this report?

Failure to submit the final report delays approval of final 100% reimbursement, and disqualifies your organization from receiving grant funds from the District until the report has been received and accepted by the District.

What happens if the District does not accept our final report?

Reports may not be accepted if documents are outstanding or questions are unresolved. Until documentation or acceptable responses are received and the report is accepted, your organization will be ineligible for final reimbursement or future grant funds.

What happens if we get less than a 50/50 match with District funds?

Grant funds should be matched, dollar for dollar, with donated professional services, materials, volunteer labor, and/or cash. Any grant funds awarded that do not have a documented match will not be reimbursed. The final report will not be accepted until documentation of a full match is received.

What documentation is needed to verify that we have fulfilled the match requirement?

The match should be documented using the attached Secured Match Log. The log may be used throughout the grant period to document services rendered or materials and cash donated. The project coordinator should sign the log, and all receipts should be attached when the final report is submitted.

What happens if the project takes longer than 24 months?

A grant applicant may request an extension from the District by communicating in writing the reasons and expected duration for the extension. Final reimbursement is still dependent on acceptance of the final report.

What acknowledging signage is required for the project completion?

All projects must include approved signage or labeling with references to PenMet Parks acknowledging the PEG Grant Program and receive prior approval from PenMet Parks.

What if the project includes promotional materials?

All promotional materials related to the project must include appropriate references to PenMet Parks acknowledging the PEG Grant Program and receive prior approval from PenMet Parks.



Park Enhancement Grant History

<u>Within City</u>		<u>Grant Request</u>	<u>Project Total</u>	<u>Donated</u>	<u>Purchased</u>
\$ 80,436.87	Cumulative	\$ 287,493.61	\$ 1,389,327.30	\$ 758,129.32	\$ 423,233.93
			\$ 1,101,833.69	<= Community Contribution	
			3.83		
	2007 Rotary-Rosedale	\$ 15,600.00	\$ 31,200.00	\$ 5,600.00	\$ 10,000.00
	2008	\$ 47,804.00	\$ 298,367.00		
\$ 19,450.00	GH Sand Volleyball Courts	\$ 19,450.00	\$ 38,937.00	\$ 19,450.00	\$ 19,487.00
\$ 5,854.00	GHHS Tennis Bleachers Wall	\$ 5,854.00	\$ 4,430.00	\$ 1,854.00	\$ 2,576.00
	Boundless Playground	\$ 20,000.00	\$ 250,000.00	\$ 200,000.00	\$ 50,000.00
	Master Gardeners (delayed)				
	HH Running Track	\$ 2,500.00	\$ 5,000.00	\$ 2,500.00	\$ 2,500.00
	2009	\$ 10,601.71	\$ 23,161.94		
\$ 7,708.97	GH Sand Volleyball Courts	\$ 7,708.97	\$ 16,866.00	\$ 7,712.00	\$ 9,154.00
\$ 2,892.74	GH Sand Volleyball Courts	\$ 2,892.74	\$ 6,295.94	\$ 3,158.20	\$ 3,137.74
	2010	\$ 47,184.00	\$ 117,245.83		
	Master Gardeners Demonstration Gard	\$ 26,674.00	\$ 63,999.00	\$ 27,325.00	\$ 36,674.00
	Healthy Communities of PC	\$ 3,510.00	\$ 18,313.00	\$ 3,940.00	\$ 7,450.00
	EnviroCorps	\$ 1,000.00	\$ 2,933.83	\$ 1,000.00	\$ 1,933.83
	Kopachuck Sport Court	\$ 16,000.00	\$ 32,000.00	\$ 16,000.00	\$ 32,000.00
	2011	\$ 67,888.68	\$ 406,474.16		
	Master Gardeners Amended*	\$ 11,352.56	\$ 63,999.00	\$ 27,325.00	\$ 36,674.00
	FICRA Playground	\$ 1,200.00	\$ 2,832.96	\$ 1,200.00	\$ 1,632.96
\$ 1,554.96	BSA Wilkinson Bridge	\$ 1,554.96	\$ 3,016.00	\$ 1,580.00	\$ 1,436.00 Eagle
	Stingray Mounds	\$ 720.82	\$ 1,441.64	\$ 720.82	\$ 720.82
	2012 (Year 6)	\$ 53,060.34	\$ 335,184.56		
\$ 1,000.00	Rotary Greenhouse	\$ 1,000.00	\$ 63,999.00	\$ 27,325.00	\$ 36,674.00
	KGHP Equipment	\$ 2,500.00	\$ 2,832.96	\$ 1,200.00	\$ 1,632.96
	The Herd at SHP	\$ 1,840.00	\$ 11,840.00	\$ 10,000.00	\$ 1,840.00
	Greenhouse Tables	\$ 480.00	\$ 1,682.68	\$ 1,202.68	\$ 480.00 Eagle
\$ 20,000.00	Maritime Playzone	\$ 20,000.00	\$ 200,000.00	\$ 100,000.00	
	Rotary Picnic Shelter	\$ 18,971.74	\$ 38,129.06	\$ 19,157.32	\$ 18,971.74
	Rotary Toilet Sheds	\$ 8,018.60	\$ 16,062.86	\$ 8,044.26	\$ 8,018.60
\$ 250.00	Crescent Creek Tree Fence	\$ 250.00	\$ 638.00	\$ 388.00	\$ 350.00 Eagle
	2013 (Year 7)	\$ 4,784.56	\$ 15,369.36		
	Master Gardeners Kiosks	\$ 4,030.00	\$ 11,840.00	\$ 10,000.00	\$ 1,840.00
	EnviroCorps Hedge Trimmer	\$ 529.36	\$ 2,691.36	\$ 2,162.00	\$ 529.36
\$ 225.20	Crescent Creek Fence - Eagle	\$ 225.20	\$ 838.00	\$ 488.00	\$ 350.00 Eagle
	Picnic Tables (Thomas I.)			Completely	Eagle
	2014 (Year 8)	\$ 22,431.19	\$ 162,567.15		
	Heritage Garden Benches - S. Smidt	\$ 554.80	\$ 1,152.06	\$ 597.26	\$ 554.80 Eagle
	BPG Trees - Ben Long	\$ 1,510.00	\$ 3,130.00	\$ 1,620.00	\$ 1,510.00 Eagle
	WA Water Trails Kayak Rack	\$ 366.39	\$ 1,123.09	\$ 756.70	\$ 366.39
\$ 20,000.00	GHLL Restroom	\$ 20,000.00	\$ 157,162.00	\$ 109,162.00	\$ 48,000.00
	2015 (Year 9)	\$ 5,129.21	\$ 16,395.81		
	RBP Kiosk - Brabham	\$ 1,265.15	\$ 2,800.15	\$ 1,535.00	\$ 1,265.15 GScout
	RBP Shelter - Thompson	\$ 2,768.66	\$ 7,134.06	\$ 4,365.40	\$ 2,768.66 Eagle
	McCormick Bridge-Langheltm	\$ 514.98	\$ 3,198.08	\$ 2,683.10	\$ 514.98 Eagle
	McCormick Bridge-Batanian	\$ 580.42	\$ 3,263.52	\$ 2,683.10	\$ 580.42 Eagle
	2016 (Year 10)	\$ 23,674.63	\$ 115,953.27		
	Artondale Playground	\$ 10,000.00	\$ 59,319.27	\$ 49,319.27	\$ 10,000.00
	Rotary Fitness Equipment	\$ 10,000.00	\$ 53,632.00	\$ 10,000.00	\$ 43,632.00
\$ 1,501.00	PAA BGC Floor Refinish & Motor	\$ 1,501.00	\$ 3,002.00	\$ 1,501.00	\$ 1,501.00
	Lind Table	\$ 497.24	\$ 1,130.66	\$ 633.42	\$ 497.24 Eagle
	Waltz Table	\$ 505.82	\$ 1,056.62	\$ 550.80	\$ 505.82 Eagle
	Serock Dragon Boat Float	\$ 600.00	\$ 1,876.86	\$ 638.43	\$ 1,238.43
	Tubby's Bridge - Pederson	\$ 227.47	\$ 948.91	\$ 721.44	\$ 227.47 Eagle
	Fishing Line Recycling - Smidt	\$ 343.10	\$ 1,428.67	\$ 1,085.57	\$ 343.10 Eagle
	2017 (Year 11)	\$ 15,692.20	\$ -		
	Rain Garden	\$ 1,687.94	\$ 25,474.36	\$ 23,786.42	\$ 1,687.94
	Trail Culverts - Gough	\$ 1,516.40	\$ 6,718.32	\$ 5,201.92	\$ 1,516.40 Eagle
	Wollochet Carport	\$ 8,807.58	\$ 17,699.42	\$ 8,891.84	\$ 8,807.58
	Tubby's Trail Fence	\$ 2,254.68	\$ 15,456.68	\$ 13,202.00	\$ 2,254.68
	RBP Trail Markers - Tylosky	\$ 474.50	\$ 2,807.41	\$ 2,332.91	\$ 474.50 Eagle
	Tubby's Trail Selter - Dooley	\$ 951.10	\$ 6,758.50	\$ 5,807.40	\$ 951.10 Eagle
	2018 (Year 12)	\$ 7,973.26			
	SHP Portable Pitching Mound	\$ 4,483.28	\$ 9,596.56	\$ 5,113.28	\$ 4,483.28
	Tennis Benches & Trails RP	\$ 1,063.28	\$ 2,251.22	\$ 1,187.94	\$ 1,063.28 Eagle
	Tennis Benches & Trails HPP	\$ 1,063.28	\$ 2,342.60	\$ 1,279.32	\$ 1,063.28 Eagle
	DeMolay Trail	\$ 1,127.43	\$ 2,925.83	\$ 1,798.40	\$ 1,127.43 Eagle
	Trail Culverts Fencing	\$ 108.21	\$ 1,550.13	\$ 1,441.92	\$ 108.21 Eagle
	RBP Trail Bridge	\$ 127.78	\$ 1,178.25	\$ 901.20	\$ 127.78 Eagle

PenMet Parks Maintenance or Volunteer Projects

(working document)

Park	Priority	Project	Notes	Completed		
				Date	People/Hrs	Who
McCormick Forest Park						
	1	Stair-Steps along H-16	U-stair boxes filled with gravel Drainage ditch along fence? Gravel pad to west for horses and gator Harbor Covenant start Aug-30 Chapel Hill finish Sep-6			*
	2	J-K Alternative to steep	Switchback as alternate route to steep			Eagle Jonathon
	2	Cross valley trail from I-J to R-V	Primitive trail extension tying two trails together. Suggested idea. Really? Similar in construction to all previous trail. Really?			
Joel:		I-U shoring	Trail getting too narrow and roots uphill prevent more cut. Need to pound posts and wall	2013		Eagle Josh
		I-U Trim	Trim to widen, closer to U			
		O-Q	Trim to widen Near V, tree across trail			
		R-V	Trim wider near R			
Jan		H	Muddy spot, dig out low edge, fill to high, gravel"			
Jan		E	Muddy spot, dig out low edge, fill to high, gravel"			
Jan		L	Muddy spot, dig out low edge, fill to high, gravel"			
Jan		O-Q	Muddy spot, dig out low edge, fill to high, gravel"			
			"Need to work with staff for gravel projects			
Alexa		O-P P-T	Drainage issues			
Alexa			Trees across trail somewhere?			
		U-T	McC-Bridge	2015		Done Devri-Eagle
		U-T	Drainage-Bridge	2015		Max-Eagle
		X1-X2	Bypass Steep at bridges (Max's)	2017		Eagle Tony Schmidt
			Blocks on steep			
			Repair/Repair Trail Markers			Eagle
			Install trail map on sign posts			Eagle
Wollochet Estuary Park						
	1	continued Ivy pulling	Continue to remove ivy from: Prop#1, Prop#2, Prop#4, H2-by shop (and maintain as necessary)			
	2	Carport	Rebuild with pitched roof			Rotary
Sehmel Homestead Park						
	1	Brush clearing around pond area #3	Basic invasive blackberry removal near pond area			
	2	RE-plant pond area #3	re-plant pond area with native plant material supplied by district			
	3	Brush clearing at Heritage Garden area	black berry removal at lower house area maintained by Master Gardeners			
	4	Continued trail work	Continue to expand trail system as needed Continued trail clean-up as needed			
	5	D-Q Trail		2014		Jonathan Nilsen
	6	Cross wetland bridges	North, South, East crossings ~4000' and \$50K			
	6.5	Trail rock	Beyond SE bridge, 1.5 minus rock then 1/4 minus			Staff
	7	Replant around Sehmel pond				
	8	Entry landscaping	clean up, move nandina (purple)			
	9	Picnic Shelter	Construct picnic shelter @ Meadow			Rotary
	10	Water crossings	Construct water crossing ramps			
	11	Weeding	Fields, beds			
	12	Perk Holes	Fill them as found (mark them)			
	13	Pond overflow drainage		2017		Eagle, Ian
	14	Holly removal	Cut and paint stump			
	15	Fence around Maple		2016		Eagle Anders Carlson
	16	Fitness Equipment		2016 10/20		Rotary
	17	Large Picnic Shelter (Area #5)	Need water and electricity? Elec after parking lights			Rotary
	18	Renovate Rain Garden	Remove inappropriate plants, replace appropriately			Master Gardeners
	19	Fence at culverts				Eagle Bryce
	20	Heritage Garden Signs for MG				Eagle Bryce
	21	Large Picnic Shelter (Meadow)	Need water and electricity? Conduit there			Rotary
Rotary Bark Park						
	1	Continued trail work	Continue to groom trail system as needed Continued trail clean-up as needed			
		Fix water spots	as needed			

	Gravel inside	could use more in spots		
	New gate latches	Try them		
	Trail Markers	Similar to McC or ?		Eagle Daniel Tylosky
	Picnic Shelter	Construct picnic shelter	2015	Eagle Joel Thompson
	Bridge on J-K	Plus trail repair/trim		Eagle Jonathon
	Trail Map	For A-Z sign posts		Eagle
Harbor Family Park				Jim Dumont
1	Continued trail work	Continue to groom trail system as needed		
		Continued trail clean-up as needed		
2	Trash pickup & fill hole	Campsite area beyond big tree		Scouts
3	Demolish Shack	Load into truck (coordinate)		Done?
	New Rules Sign	Sticker over SHP		
	Kiosk	Sign board		Eagle
DeMolay Sandspit Park				
1	Brush removal	Invasive weed removal		
2	Tables at Picnic	Construct picnic tables	2012	Eagle Godfrey?
3	Benches at grass	Construct benches	2012	Eagle Will Degennaro
4	Trails	Construct trail to WWT Campsite	2014	Eagle Matthew
5	Tables at WWT	Construct picnic tables (and clear)	2014	Eagle Jarret
6	Trails	Construct trail from Parking	2014	Eagle Ian
7	Remove shack	Load into truck for dump		DeMolay
8	Picnic Shelter	Construct picnic shelter		Rotary
9	Deck	Construct house desk		Rotary
	Tree and signs Priv/Park			Staff
	Bridge @ picnic drainage	Down by bulkheads		Eagle
	Bridge across ditch	Inside fence, bottom of switchback.	2018	Eagle DJ
Cushman Trail				
1	Trail Markings/Map	Ben Haffly, Eagle Scout?		
		City to stripe and markers		
		Continued dumping cleanup		
		Who's trimming edge?		TPU
Rosedale				
1	Paint Inside			PMP
2	Paint Outside			Rotary
	Sanican 4x4's			PMP
Hales Pass				
1	Trail Development	Perimeter trail and across forest quarter.		
2	Paint Outside	Cub Scout Pack #282?	2016	Daniel Cole, Eagle
	Ceiling			Rotary
	Trim			
	Roof	Building & Shelter - Grants		
Narrows				Bob
1	Remove invasives	Berries, etc. inside rails and hilside		
	Table @ Narrows?		2016 10/36	Eagle Nate Waltz
	Table @ Narrows?		2015	Eagle Jost
	Concrete Pads for tables		2016	Eagle Morgan Clarkson
	Paint Humps, etc			
	Fencing at Parking			
Sunrise				
1	Picnic Shelter	Construct picnic shelter		Rotary
	Pads for Tables?			
	Trim Trees above			
	Trim Trees below			
	Water for public			
Tubby's				
1	Table at Tubbys		2016	Eagle Lind
2	Bridge over rip rap		2016	Eagle Joey Pederson
3	Picnic Shelter	Construct picnic shelter	2017	Eagle Kelson Dooley
	Small Dog Shelter?			
	Steps at Upper?			
FIFP				
	Stairs at FIFP			Rotary/Eagle?
	Concrete Pads for Picnic Tables			Eagle?
HP & RP				
	Benches w/ back at tennis courts		2018	Eagle Timothy Rochette
	Benches w/ back at tennis courts		2018	Eagle David Talmadge
	Table			Eagle?
DeM, FIFP, FILaunch, Narrows, Sunrise				
		Fishing Line Receptacles	2016	Eagle Solomon "Sollie" Smidt



Peninsula Metropolitan Park District

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To: Peninsula Metropolitan Park District Board of Commissioners
From: Ed Lewis, Construction Project Manager
CC: Richard Fink II, Executive Director
Date: February 7, 2019
Subject: **A&E Agreement (Community Recreation Center)**

In consideration of the new Community Recreation Center, an RFQ was issued for an Architectural and Engineering Firm. A timeline for the RFQ process is listed below:

- 11/20/2018 Date Issued
- 12/03/2018 Deadline for Clarifications
- 12/07/2018 Proposals Accepted Until 4pm
- 12/07/2018 7 Proposal Received
- 12/8-12/12/2018 Selecting Period

The following firms responded to the RFQ:

- Casey & DeChant
- Helix Design Group
- Snodgrass Freeman Architect
- James Guerrero Architect
- Innova Architect
- ARC Architect
- SHKS Architect

Proposals were evaluated using a factored scoring methodology. Items considered included: Project Approach/Methodology, Project Management, Proposer Experience Level, Outcomes and Performance Measurements, and Office Location. Scoring was issued as 1 through 5, with 1 being the least and 5 being the highest.

All respondents who submitted a proposal and were not selected for the contract award were offered an opportunity to request a debriefing. None did.

The firm of Snodgrass Freeman Architects were selected due to scoring the highest, a diverse background in in development and design, a past relationship with PenMet Parks, a local office, and they were the only firm with a background in large recreation projects.

The scoring sheet is attached with this memo.

A resolution in support of the A&E Agreement is attached.

PenMet Parks Board of Commissioners

Maryellen "Missy" Hill
President

Amanda Babich
Clerk of the Board

Todd Iverson
Commissioner

Kurt Grimmer
Commissioner

Steve Nixon
Commissioner

Peninsula Metropolitan Park District



PROFESSIONAL SERVICES AGREEMENT For New CRC and Building Renovation Project

THIS AGREEMENT is made and entered into this 31st day of January 2019, by and between The PENINSULA METROPOLITAN PARK DISTRICT, a municipal corporation, hereinafter referred to as the "District", and Snodgrass Freeman Associates, Architect, whose address is 7195 Wagner Way NW, Gig Harbor, WA, 98335, hereinafter referred to as the "Consultant".

WITNESSETH:

WHEREAS, the Consultant represents it is qualified to perform services described in paragraph 2 herein and holds all necessary licenses and government permits therefore;

WHEREAS, the District desires to meet more fully the needs of citizens residing within its district for participation in and enjoyment of recreational and cultural programs which beneficially contribute to the well-being of its citizens;

NOW, THEREFORE, in consideration of the mutual promises and covenants herein contained, it is hereby agreed as follows:

1. Independent Consultant Status. The Consultant is considered an independent Consultant who shall at all times perform its duties and responsibilities and carry out all services as an independent Consultant and shall never represent or construe its status to be that of an agent or employee of the District, nor shall it be eligible for any employee benefits.
 - A. The Consultant represents and warrants that any and all federal, state, and local mandatory deductions or other charges and taxes imposed by law and/or regulation upon the Consultant are current. The Consultant acknowledges that all such deductions, charges and taxes shall be the sole responsibility of the Consultant. If the District is assessed, liable or responsible in any manner for those deductions, charges or taxes, the Consultant agrees to indemnify and hold the District harmless from those costs, including attorney's fees.
 - B. The Consultant shall provide at its sole expense all materials, office space, telephone and utility services, and other necessities to perform fully and timely its duties and services under this Agreement, unless otherwise specified in writing.
 - C. The Consultant shall comply with all applicable federal, state and local laws, ordinances, rules and regulations, and shall assist the District in complying will all conditions concerning grants and other federal assistance under the laws of the County of Pierce, the State of Washington, the United States of America, or such other laws as are applicable.

2. Compensation and Method of Payment.

- A. In consideration of the services to be provided by SFA & all Consultant Services, the District will pay a not to exceed: \$1,267,551.36 unless increases or decreases to the contract amount should occur, due to final project construction costs. In the event that the Consultant fails to pay any assessed mandatory deductions including, but not limited to, industrial insurance, FICA, Employment Security, and federal withholding the Consultant authorizes the District to deduct and withhold or pay over to the appropriate governmental agencies those unpaid amounts upon request and direction by the appropriate governmental agency. Any such payment will be deducted from the Consultant's total compensation. If the Consultant fails to provide copies of the licenses or tax certificates specified in Section 1.C or insurance certificate specified in Paragraph 7, the District shall not be required to make any payment for the work performed until such time as the Consultant provides copies of such licenses or certificates.
- B. Payment to the Consultant will be made only upon receipt of the Consultant's original written invoice following performance of the services provided herein (or for the percentage completed) and during the District's ordinary billing cycle. The District's ordinary billing cycle is once per month.
- C. Final payment will not be made until all services and work have been completed to the full satisfaction of and accepted by the District, which may include acceptance by the Board of Park Commissioners.
- D. All payments shall be subject to adjustment for any amounts, upon audit or otherwise, to have been improperly invoiced. In no event shall the total of the District's payment pursuant hereto exceed the contract price set forth in Paragraph 2A above. Any request for payment in excess of the contract amount shall automatically be rejected unless, prior to performing the work or service, the Consultant has obtained express written approval from the District for such work or services and written approval of the additional cost.

3. Publications. The Consultant shall obtain the District's approval prior to the publication of any of the results of services performed or to be performed pursuant hereto. Any publications that may be authorized shall acknowledge that the District provided financial support pursuant to this agreement as follows:

"FUNDED BY THE PENINSULA METROPOLITAN PARK DISTRICT "

4. Reporting. The Consultant, at such time and in such form as the District may require, shall furnish the District with periodic reports pertaining to the work and services undertaken pursuant to this Agreement. The Consultant will make available to the District all work-related accounts and records for auditing, monitoring, or evaluation during normal business hours.
5. Ownership of Work Product.
- A. Ownership of the originals of any reports, data, studies, surveys, charts, maps, drawings, specifications, figures, photographs, memoranda, and any other documents which are developed, compiled or produced as a result of this Agreement, whether or not completed, shall be vested in the District. Any reuse of these materials by the District for projects or purposes other than those which fall within the scope of this contract or the project to which it relates, without written concurrence by the Consultant will be at the sole risk of the District.

- B. The District acknowledges the Consultant's plans and specifications as instruments of professional service. Nevertheless, the plans and specifications prepared under this Agreement shall become the property of the District upon completion of the work. The District agrees to hold harmless and indemnify the Consultant against all claims made against the Consultant for damage or injury, including defense costs, arising out of any reuse of such plans and specifications by the District without the written authorization of the Consultant.
 - C. Methodology, materials, software, logic, and systems developed under this contract are the joint property of the Consultant and the District and may be used as either the Consultant or the District see fit, including the right to revise or publish the same without limitation.
6. Termination.
- A. The District may terminate the performance of services under this Agreement through written notice to the Consultant, in whole, or from time to time in part, whenever the Consultant fails to perform in a timely manner and fully, faithfully, and in a safe and responsible manner, the services required herein, or whenever the fulfillment or accomplishment of the purpose of this Agreement has in the judgment of the District become impossible or impractical for whatever reason.
 - (1) If the cause of termination is by reason of the breach of this Agreement by the Consultant, then termination shall not relieve the Consultant of liability to the District for damages sustained by the District, and the District may withhold any payments to the Consultant for the purpose of set-off until such time as the exact amount owing the Consultant is determined.
 - (2) If the cause of termination is not by reason of the breach of this Agreement by the Consultant, then the District shall be liable only for payment of work performed or furnished prior to the effective date of termination. The Consultant will be paid an amount which bears the same ratio to the total compensation as the services actually performed bear to the total services of the Consultant covered by this Agreement, less payments of compensation previously made.
 - (3) Any and all notices affecting or relative to this Agreement shall be effective if in writing and delivered or mailed, postage and fees prepaid, to the respective party being notified at the address listed with the signature of this Agreement. The parties' addresses may be changed by the same method of notice.
7. Indemnification and Insurance. The Consultant shall indemnify and hold harmless the District, its officials, officers, agents, employees, volunteers, and representatives, from, and shall process and defend at its sole expense, any and all claims, demands, damages, suits at law or at equity, liabilities, losses, judgments, liens, expenses, and costs to the extent arising out of or occasioned by the negligent and / or wrongful performance, acts, and/or omissions by the Consultant, its employees, agents, representatives or volunteers relative to any activity and/or services covered hereunder. In the event of recovery due to the aforementioned circumstances, the Contractor shall pay any judgment or lien arising therefrom, including any and all costs as part thereof.
8. Non-Discrimination. Except to the extent permitted by bona fide occupation qualification, the Consultant agrees as follows:

- A. The Consultant shall not discriminate against any employee or applicant for employment because of race, creed, color, national origin, marital status, sex, age, or the presence of any sensory, mental or physical handicap. The Consultant shall take affirmative action to ensure that applicants are employed and that employees are treated during employment without regard to their race, creed, color, national origin, marital status, sex, age, or the presence of any sensory, mental or physical handicap. Such action shall include, but not be limited to, the following: Recruitment, employment, upgrading, demotion or transfer, advertising, lay-off or termination, establishing rates of pay or other forms of compensation and selection for training.
 - B. The Consultant shall in all solicitation from employees or job orders for employees placed with any employment agency, union, or other firm or agency, state that all qualified applicants shall receive consideration for employment without regard to their race, creed, color, national origin, marital status, sex, age, or the presence of any sensory, mental or physical handicap. The words: "Equal Opportunity Employer" shall appear in all advertisements.
 - C. The Consultant shall include the intent of the foregoing provisions of the foregoing paragraphs (a) and (b) in every subcontract or purchase order for the goods or services which are subject matter of this Agreement.
 - D. In the event of noncompliance by the Consultant with any of the non-discrimination provisions of the Agreement, the District will have the right, at its option, to cancel the Agreement in whole or in part by written notice. If the Agreement is canceled after partial performance, the District will be obligated to pay only for that portion of the total work authorized under this Agreement that is satisfactorily completed.
9. Assignment and Subcontract. The independent Consultant shall not assign, subcontract, delegate, or transfer any interest or claim to or under this Agreement or for any of the compensation due it hereunder, in whole or in part, except as authorized in writing by the District.
10. Conflict of Interest. No officer, employee or agent of the District who exercises any function or responsibilities in connection with the planning and carrying out of the program to which this Agreement pertains shall have any personal financial interest, direct or indirect, in this Agreement. The Consultant shall comply with all federal, state and local conflict of interest laws, statutes and regulations as they shall apply to all parties and beneficiaries under this Agreement, as well as to officers, employees or agents of the District. The Consultant represents that the Consultant presently has no interest and shall not acquire any interest, direct or indirect, in the program to which this Agreement pertains which would conflict in any manner or degree with the performance of the Consultant's services and obligations hereunder. The Consultant further covenants that, in performance of this Agreement, no person having any such interest shall be employed.
11. Enforcement. If by reason of the default on the part of either party in the performance of any of the provisions of this Agreement and becomes necessary for the non-defaulting party to employ an attorney, the defaulting party agrees to pay all costs and legal expenses expended and/or incurred by the non-defaulting party.
12. Interpretation and Venue. Washington law will govern the interpretation of this Agreement. Any dispute as to the enforcement or interpretation of this Agreement shall be determined by arbitration in accordance with the arbitration laws of the State of Washington. The prevailing party in any arbitration arising under this contract shall be

entitled to reasonable attorney's and expert witness fees. Pierce County shall be the venue of any arbitration.

13. Unenforceable Clauses. If one or more of the Agreement clauses is found to be unenforceable, illegal or contrary to public policy, the Agreement will remain in full force and effect except for the clauses that are unenforceable, illegal or contrary to public policy.
14. Entire Agreement. This Agreement constitutes the complete and final agreement of the parties, replaces and supersedes all oral and written proposals and agreements heretofore made on the subject matter, and may be modified only by a writing signed by both parties. Each party hereby acknowledges receipt of a copy of this Agreement executed by both parties.

IN WITNESS WHEREOF, the parties hereto have executed this document as of the day and year first above written.

PENINSULA METROPOLITAN PARK
DISTRICT, a municipal corporation

CONSULTANT

Richard Fink II, Executive Director

(Signature)

(Name, Printed)

(Title)

(Address)

(City, State, Zip)

(Phone):

SSN:

(If self-employed)

Fed
No.:

Tax

L
No.:

&

I

Acct.

UBI No.:

Copy 1: Consultant

(Original)



Peninsula Metropolitan Park District

RESOLUTION NO. R2019-001

A RESOLUTION OF PENMET PARKS AUTHORIZING THE EXECUTIVE DIRECTOR TO SIGN A CONTRACT FOR ARCHITECTURAL & ENGINEERING AGREEMENT

WHEREAS, the Peninsula Metropolitan Park District (PenMet Parks) was formed in May 2004 by a vote of the people; and

WHEREAS, RCW 35.61 authorizes and establishes the powers of a metropolitan park district including delivery of parks and recreation services; and

WHEREAS, PenMet Parks selected Snodgrass Freeman Architects for the design and development of a Community Recreation Center (CRC) at 2416 14th Ave NW, Gig Harbor, WA 98335 (location); and

WHEREAS, the PenMet Parks Board of Commissioners has determined that the location is suited for the CRC along with other park and recreation elements needed for the community; and

WHEREAS, PenMet Parks needs a site plan, landscaping plan, as well as support services related to the site; and NOW THEREFORE BE IT

RESOLVED, by the Board of Park Commissioners that the Executive Director be authorized to sign an agreement with Snodgrass Freeman Architects to provide design and support services to the District.

The foregoing resolution was adopted at a regular meeting of the Board of Park Commissioners of the Peninsula Metropolitan Park District held on February 26, 2019.

President

Clerk
Peninsula Metropolitan Park District Commission

Attest

Resolution R2019-001

RFQ for Architecture/ Engineering Services, RFQ # 2018.01

7 RFQ's Received 12/7/2018:

PenMet Parks Community Recreation Center

Architects Companies	Project Approach	Project Management	Proposer Experience	Performance Measurement	Office Location	Totals
Casey + DeChant:	3	3	4	4	3	17
Helix Design Group:	4	4	3	4	4	19
Snodgrass Freeman:	4	5	5	4	5	23
James Guerrero Architect:	3	4	3	3	4	20
Innova Architect:	4	3	5	4	3	19
ARC Architect:	4	3	4	3	3	17
SHKS Architect:	4	3	5	4	3	19

Scoring: 25 Maximun

Scoring and Reviews done 12/12/2018



Peninsula Metropolitan Park District

PO Box 425 – Gig Harbor, WA 98335
 253-858-3400 – info@penmetparks.org
www.penmetparks.org

To: Peninsula Metropolitan Park District Board of Commissioners
From: Ed Lewis, Construction Project Manager
CC: Richard Fink II, Executive Director
Date: January 31, 2019
Subject: Community Recreation Center Structures

In consideration of the new Community Recreation Center, listed below is a comparison between air-supported structures and Clearspan structures:

	Air Supported Structure	Clearspan Structure
Cost	\$2,681,250	\$5,808,530
Annual Operating Cost	\$72,705	\$55,545
Fabric Lifespan	20-30 years	20-30 years
Structural Lifespan	60-80 years (cables)	50 years (steel support beams)
Safety	No reported injuries due to collapse	12 persons injured in 2009 collapse
Snow/Wind Loads	25 lbs/sq. ft (snow) 110 mph (wind)	25 lbs/sq. ft (snow) 110 mph (wind)
Usability	Cooler in summer months. Warmer in Winter months.	Cooler in summer months. Warmer in Winter months.
Construction Timeline	105 days from purchase	220 days from purchase

PenMet Parks Board of Commissioners

Maryellen "Missy" Hill
President

Amanda Babich
Clerk of the Board

Todd Iverson
Commissioner

Kurt Grimmer
Commissioner

Steve Nixon
Commissioner



November 30, 2018

Edward Lewis
PenMet Parks District
Gig Harbor, WA

RE: Budgetary Pricing for Arizon's Air-Supported Building System – Multisport Dome

Edward,

Arizon is pleased to present you with a budgetary estimate for our products and services. Our budgetary pricing is based on the information provided on November 30, 2018. The proposed Arizon air-supported structure will be custom designed, engineered, and manufactured at Arizon's production facilities in St. Louis, Missouri.

Budgetary Pricing:

Multipurpose Arizon Dome:

- **260' W x 600' L x 78' H** (156,000 square feet)
 - **\$1,638,994.00** (\$10.51 per square foot)

Included in this Budgetary Estimate:

- Double-wall construction membrane w/ opaque gray or white exterior
- Translucent center skylight section
- Primary and auxiliary inflation systems with multiple redundancies
- Backup power generators
- Heating systems totaling 5440 MBH
- Building management system with wind and snow sensors
- Ceiling-hung LED lighting system (139 high-output fixtures)
- One (1) revolving door
- One (1) personnel airlock door (ADA access and small equipment)
- Eleven (11) single emergency exit doors
- Two (2) vehicle airlocks measuring 8' x 8' x 17' & 15' x 15' x 35'
- Low-bias cable system designed to local wind and snow loads
- Aluminum extrusion anchorage system
- Engineering package with certified structural drawings
- Installation supervision services (est. 40 days)
- Freight to site

Additional Options:

- Sub to triple wall construction dome and heating system totaling 4160 MBH (greater efficiency):
 - **Add: \$147,850.00**
- Sub to triple wall construction dome, heating system totaling 4160 MBH, and add cooling system totaling 240 tons:
 - **Add: \$461,140.00**

Our estimates are budgetary only and are based on the information provided. Specifications for exact dimensions, HVAC requirements, lighting types, number and sizing of doors, and inclusion of installation services may alter this budgetary estimate.

Excluded from this Budgetary Quote:

1. Site preparation and utility.
2. Grade beam (foundation) construction (structural drawings to be provided).
3. Installation labor.
4. Interior construction.
5. Any applicable taxes.
6. All other items not listed in the quote above

1 of 2



Upon placement of a \$20,000 engineering deposit, Arizon's engineering team can fully design the building system and provide detailed building plans to use to compile pricing for much of the required site work. This also accelerates the project timeline by 3-4 weeks when the full order is placed at a later date.

Thank you for your interest in Arizon Building Systems. Please let me know if you have any questions regarding these estimates or with our buildings in general.

Sincerely,

Max Havens

Arizon Companies
314-754-2307 direct
314-520-0147 mobile
314-739-0037 main office
mhavens@arizoncompanies.com



Corporate Offices

1395 John Fitch Blvd., South Windsor, CT 06074

Phone: 1.866.643.1010 • International Phone: 860.760.0046

Fax: 1.860.760.0210 • Website: www.clearspan.com

Cust ID: 8810703

Quote Number: 918475

QUOTE

Page: 1 of 2

<p>Quote To: ED LEWIS PENMET PARKS 10123 78TH AVE NW GIG HARBOR WA 98332-6804 UNITED STATES</p> <p>Phone: 7202728418 Fax:</p>	<p>Date: 11/21/2018 Expires: 12/21/2018 Truss Specialist: BRAD WILLIAMS Fax: 860-760-0210 BWILLIAMS@CLEARSPAN.COM</p>
<p>Quote Total : \$5,493,530.00</p>	

Line	Part	Description	Qty	Price	Total Price
1	100106	260W BY 600L ATHLETIC FACILITY CAT3 FR 50-90 20'EAVE	1.00	\$2,937,600.00	\$2,937,600.00
2	100106	260W END WALL PACKAGE	2.00	\$148,600.00	\$297,200.00
3	700001	STAMPED ENGINEERED DRAWING BUILDING	1.00	\$7,500.00	\$7,500.00
4	100106	R30 INSULATION PACKAGE	1.00	\$903,830.00	\$903,830.00
5	100007	SALE OF FREIGHT TO BE DETERMINED	1.00	\$0.00	\$0.00
6	700007	ESTIMATED PREVAILING WAGE RATE INSTALLATION BUILDING	1.00	\$739,851.00	\$739,851.00
7	700007	ESTIMATED PREVAILING WAGE RATE INSTALLATION INSULATION AND LINER	1.00	\$607,549.00	\$607,549.00

QuotForm:001.00



Corporate Offices

1395 John Fitch Blvd., South Windsor, CT 06074

Phone: 1.866.643.1010 • International Phone: 860.760.0046

Fax: 1.860.760.0210 • Website: www.clearspan.com

Cust ID: 8810703

Quote Number: 918475

QUOTE

Page: 2 of 2

Please Note:

Additional Sales Tax Will apply for Materials and Installation.

Permits, Site Prep, Foundation Not Included.

Electrical, Plumbing, HVAC Not Included by ClearSpan.

Our standard terms are as follows and are subject to credit approval:

50% deposit

40% due 3 weeks prior to scheduled delivery date

10% due upon net 30 days upon substantial completion

This proposal is subject to change



QuotForm:001:00



Air Supported Structure



Clearspan Structure



COMMUNITY RECREATION CENTER

WWW.PENMETPARKS.ORG



INDOOR RECREATION BACKGROUND

- PenMet Parks' Indoor Soccer Center (2013 – 2018)
- Generously leased from Tacoma Screw Products
- Programs and facility served 65,000+ annually
- Hosted sports leagues, birthday parties, community events, youth camps, and more



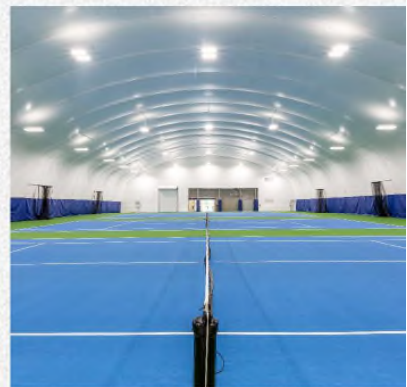
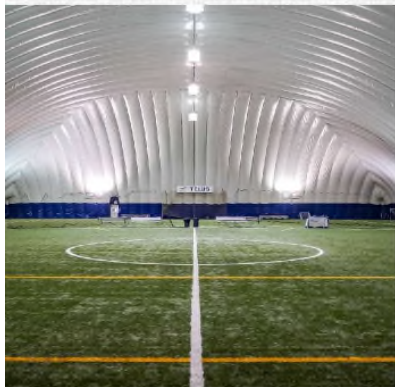
COMMUNITY FEEDBACK

- 85% of respondents desire additional indoor recreation
- Indoor athletic amenities, open turf areas, and playground ranked highest
- Desire for senior and special population programming
- Community interest in additional tennis and pickleball courts



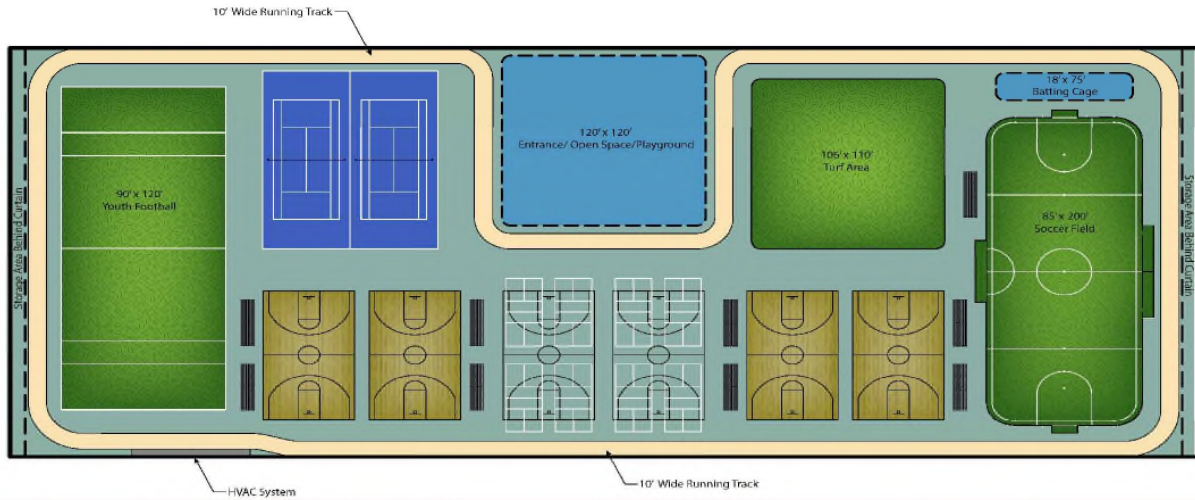
PenMet Parks Community Recreation Center

2416 14TH AVE NW, GIG HARBOR, WA 98335



Site Details

- OVER 192,000 SQUARE FEET OF INDOOR RECREATION SPACE
- 175,000 SQUARE FEET OF OUTDOOR RECREATION SPACE
- COMPRISED OF TWO STRUCTURES (EXISTING BUILDING, NEW RECREATION STRUCTURE)
- OPPORTUNITIES FOR ENDLESS AND DIVERSE COMMUNITY FUNCTIONS



PenMet Parks Community Recreation Center

RECREATION LAYOUT PLAN

Community Recreation Planning





Site Planning

TIMELINE

November 2018 – January 2019:	Purchase and Sale Agreement
January 2019 – February 2019:	RFQ and A&E Agreement
February 2019 – July 2019:	Feasibility Study
September 2019 – November 2019:	Interior Building Improvements
December 2019 – March 2020:	Exterior Development (<i>Parking, Structure, Landscaping</i>)
Early Spring 2020:	Grand Opening





Project Funding

- FUNDED THROUGH 2017 VOTER-APPROVED LEVY-LID LIFT
- SUPPORT FROM SPONSORSHIPS, NAMING RIGHTS, AND CAPITAL RESERVES
- NO NEW DISTRICT TAXES OR FEES



THANK YOU

Please find a staff member/station and join the conversation. We welcome your feedback.

Questions?

👤 Chuck Cuzzetto

☎ +1 (253) 888-0645

✉ ccuzzetto@penmetparks.org

PenMet Parks Community Recreation Center
Level 4 - Estimate of Probable Cost

Prepared By:
 R.W. Droll Landscape Architects

Date Prepared 10/28/2018
 Date Revised 2/11/2019

Line	Item Description	Unit	Quantity	Unit Cost	Extension Subtotal	10/28/2018 Estimate
1	Frontage Improvements (unconfirmed scope)	ls	1	\$150,000.00	\$150,000.00	
2						
3	Subtotal				\$150,000.00	\$300,000.00
4	Site Preparation / Earthwork					
5	Construction Staking	ls	1	\$20,000.00	\$20,000.00	50,000
6	Construction Entrance	ea.	2	\$3,500.00	\$7,000.00	
7	Temporary Facilities	ls	1	\$30,000.00	\$30,000.00	
8	TESC	ls	1	\$30,000.00	\$30,000.00	65,000
9	Clearing & Grubbing	acre	13	\$10,000.00	\$132,000.00	
10	Demolish Screen and Poles, Dispose Offsite	ls	1	\$50,000.00	\$50,000.00	
11	Import Structural Fill (4 ft. East half of IRF)	cy	15,000	\$24.00	\$360,000.00	
12	Mass Grading to Subgrade	sf	571,300	\$0.50	\$285,650.00	
13	Subtotal				\$914,650.00	\$864,650.00
14						
15	Circulation / Parking Improvements Include Sidewalks-157,500 sf					
16	Crushed Surfacing Base Course - 4"	tons	3,000	\$45.00	\$135,000.00	
17	Crushed Surfacing Top Course - 2"	tons	1,800	\$45.00	\$81,000.00	
18	HMA Class 1/2" - 2.5"	ton	2,800	\$130.00	\$364,000.00	
19	Curb and Gutter	lf.	3,300	\$28.00	\$92,400.00	
20	Header Curb - No Gutter	lf.	1,200	\$28.00	\$33,600.00	
21	Wheel Stops	each	250	\$50.00	\$12,500.00	
22	Signage & Striping - Include ADA	ls	1	\$10,000.00	\$10,000.00	
23	Security Lighting	each	28	\$3,500.00	\$98,000.00	
24	Crushed Surfacing Base Course for Sidewalk	ton	260	\$45.00	\$11,700.00	
25	Concrete Sidewalk-6'	sy	1,900	\$60.00	\$114,000.00	
26	Subtotal				\$962,200.00	\$1,008,300.00
27						
28	Stormwater System & Basins - 66,300 sf					
29	Excavation, including on-site Disposal	cy	7,800	\$8.00	\$62,400.00	
30	Amended Bioinfiltration Topsoil	cy	625	\$60.00	\$37,500.00	
31	Basin Plantings	sf	56,300	\$1.00	\$56,300.00	
32	Seeding	sf	56,300	\$0.12	\$6,756.00	
33	Catch Basin Type 1	ls	25	\$1,500.00	\$22,500.00	
34	Catch Basin Type 2	ls	8	4500	\$14,000.00	
35	12" Corr. HDPE Pipe	lf.	2500	\$58.00	\$116,000.00	
36	Filters Bay Filter/Stormfilter	each	14	\$4,000.00	\$56,000.00	75,000
37	Detention Pond * Roof Drain collection	LF	100,000	\$35	\$3,500,000.00	\$371,456.00
38						
39	Plaza Between Buildings - 60,000 sf					
40	Crushed Surfacing Base Course - 4"	tons	400	\$45.00	\$18,000.00	
41	Crushed Surfacing Top Course - 2"	tons	200	\$45.00	\$9,000.00	
42	HMA Class 1/2" - 2.5"	ton	325	\$130.00	\$42,250.00	
43	Seat Walls, Steps, Architectural Features	ls		\$60,000.00	\$0.00	
44	Irrigation	sf	40,000	\$0.50	\$20,000.00	
45	Subsurface Drainage	sf	40,000	\$0.50	\$20,000.00	
46	Topsoil - Rootzone Material	cy	850	\$60.00	\$51,000.00	

* Detention Pond may be needed to reduce flow rates to existing.

Robert W. Droll, Landscape Architect, PS

360.456.3813

PenMet Parks Community Recreation Center
Level 4 - Estimate of Probable Cost

Prepared By:
 R.W. Droll Landscape Architects

Date Prepared 10/28/2018
 Date Revised 2/11/2019

Line	Item Description	Unit	Quantity	Unit Cost	Extension Subtotal	10/28/2018 Estimate
47	Fine Grade	sf	40,000	\$0.50	\$20,000.00	
48	Sod	lf.	40,000	\$1.00	\$40,000.00	
49	Picnic Tables & Pads	each	0	\$3,000.00	\$0.00	
50	Lighting/Electrical Allowance	ls	1	\$20,000.00	\$20,000.00	
51	Trash/Recyclables Containers	each	0	\$900.00	\$0.00	
52	Catch Basin Type 1 (not included in site stormwater cost item)	ls	1	\$1,500.00	\$1,500.00	
53	12" HDPE Collector Pipe (not included in site stormwater cost item)	lf.	350	\$40.00	\$14,000.00	\$337,960.00
54	Subtotal				\$255,760.00	
55						
56	Utilities - Site Electrical, Water, Sanitary Sewer (Septic)					
57	Potable Water (WA Water - does not include fire flow)	ls	1	\$400,000.00	\$400,000.00	
58	6 in. Fire Line 10"	lf.	2,400	\$40.00 75	\$96,000.00	OK
59	Fire Hydrant & Assemblies	ea	8	\$5,000.00	\$40,000.00	
60	Electrical	ls	1	\$150,000.00	\$150,000.00	\$450,000.00
61	Septic System	ls	1	\$125,000.00	\$125,000.00	
62	Underground Phone/Telecom	ls	1	\$30,000.00	\$30,000.00	
63	Fire Pump + Storage: 125,000				\$125,000.00	
64					\$541,000.00	
65	Airdome Structure - Facilities - 174,500 sf					
66	Base Construction - 128,000 sq. ft. (non-turf area)					
67	Airdome Structure - cost and erection by others	ls	0	\$4,000,000.00	\$0.00	
68	Airdome Structure - Indoor Power Supply	ls	1	\$40,000.00	\$40,000.00	
69	20 ft. EVA Crushed Rock (1,200 lf. X 8 in. depth) (Paved)?	ton	1,000	\$45.00	\$45,000.00	
70	Geotextile For Separation under EVA Road	sf	61,000	\$0.40	\$24,400.00	
71	Class 3/8 in. HMA Paving (3 inch layer @ 128,000 sq. ft.)	ton	2,400	\$130.00	\$312,000.00	
72	Crushed Base and Top Course for HMA Paving (6 in. @ 128,000 sq. ft.)	ton	3,900	\$45.00	\$175,500.00	
73	Vapor Retardant Barrier	sy	14,300	\$4.00	\$57,200.00	
74	Non-Sports Area Surfacing (storage areas, entrance plaza, pathways)	sf	61,500	\$7.50	\$461,250.00	
75	Sports Surfacing, Equipment, and Construction By Sport					
76	Indoor Soccer 85 ft. x 200 ft. (17,000 sq. ft.)					
77	Energy Pad	sf	17,000	\$1.50	\$25,500.00	
78	Synthetic Turf with Aggregate Base - No Infill	sf	17,000	\$8.50	\$144,500.00	
79	Field Markings - Soccer (Inlaid Turf)	ls	1	\$4,200.00	\$4,200.00	
80	Sideboards, Penalty Boxes & Team Boxes	each	1	\$175,000.00	\$175,000.00	
81	Power Supply for Scoreboards	ls	0	\$8,000.00	\$0.00	
82	Portable Scoreboards	each	0	\$5,000.00	\$0.00	
83	Bleachers - 5 row, 24 ft., 70 seats, elevated, portable	each	0	\$41,000.00	\$0.00	
84	Team Benches	each	0	\$2,000.00	\$0.00	
85	Indoor Flag Football 90 ft. x 120 ft. (11,000 sq. ft.)					
86	Energy Pad	sf	11,000	\$1.50	\$16,500.00	
87	Synthetic Turf with Aggregate Base	sf	11,000	\$8.50	\$93,500.00	
88	Field Markings - Football (Inlaid Turf)	ls	1	\$4,200.00	\$4,200.00	
89	Field Markings - Soccer (Inlaid Turf)	each	1	\$4,200.00	\$4,200.00	
90	Power Supply	ls	0	\$8,000.00	\$0.00	
91	Scoreboards	each	0	\$5,000.00	\$0.00	

**PenMet Parks Community Recreation Center
Level 4 - Estimate of Probable Cost**

Prepared By:
R.W. Droll Landscape Architects

Date Prepared 10/28/2018
Date Revised 2/11/2019

Line	Item Description	Unit	Quantity	Unit Cost	Extension Subtotal	10/28/2018 Estimate
92	Bleachers- 5 row, 24 ft, 70 seats, elevated, portable	each	0	\$41,000.00	\$0.00	
93	Team Benches	each	0	\$2,000.00	\$0.00	
94	Multipurpose Turf Area 106 ft. x 110 ft. (12,000 sq. ft.)					
95	Energy Pad	sf	12,000	\$1.50	\$18,000.00	
96	Synthetic Turf with Aggregate Base	sf	12,000	\$8.50	\$102,000.00	
97	Misc. field Markings - Inlaid	ls	1	\$4,200.00	\$4,200.00	
98	Indoor Basketball, Futsal, Volleyball Area (2 @ 11,000 sq. ft. ea.)					
99	Sport Court Surfacing	sf	22,000	\$12.00	\$264,000.00	
100	Basketball Goals	each	8	\$3,200.00	\$25,600.00	
101	Volleyball anchors and equipment-	ls	0	\$5,000.00	\$0.00	
102	Futsal Temp Equipment and Screens	ls	0	\$40,000.00	\$0.00	
103	Basketball Court Team Benches	set	0	\$2,000.00	\$0.00	
104	Bleachers- 5 row, 24 ft, 70 seats, elevated, portable	each	0	\$41,000.00	\$0.00	
105	Indoor Tennis (12,000 sq. ft.)					
106	Indoor Tennis Surfacing and Striping (2 courts)	sf	12,000	\$12.00	\$144,000.00	
107	Tennis Court Equipment (net, anchors, posts, straps,)	each	0	\$5,000.00	\$0.00	
108	Benches	each	0	\$2,000.00	\$0.00	
109	Multipurpose Area, Gymnastics Pickleball (14,000 sq. ft.)					
110	Multipurpose Area Surfacing and Striping (2 courts)	sf	14,000	\$12.00	\$168,000.00	
111	Pickleball Court Equipment (portable set)	each	0	\$500.00	\$0.00	
112	Basketball Goals-	each	0	\$3,200.00	\$0.00	
113	Benches	each	0	\$2,000.00	\$0.00	
114	Gymnastics anchors and equipment-	ls	0	\$25,000.00	\$0.00	
115	Batting Cage and Turf Area (1,500 sq. ft.)-					
116	Energy Pad	sf	1,500	\$1.50	\$2,250.00	
117	Synthetic Turf with Aggregate Base	sf	1,500	\$8.50	\$12,750.00	
118	Portable Batting Cage (net, anchors, posts, straps,)	each	0	\$45,000.00	\$0.00	
119	Running/Walking Track (20,000 sq. ft.)					
120	Indoor Track Surfacing and Striping	sf	19,210	\$12.00	\$230,520.00	
121	Playground (3,500 sq. ft.)					
122	Playground	ls	1	\$175,000.00	\$175,000.00	
123	Equipment Installation	ls	1	\$50,000.00	\$50,000.00	\$7,755,097.00
124	PIP Safety Fall Surfacing with Aggregate Base	sf	3,500	\$40.00	\$140,000.00	
125	Benches, Tables, Site Furnishings	ls	0	\$30,000.00	\$0.00	
126					\$2,919,270.00	
127						
128	Performance Golf Building					\$0.00
129	Building Renovations	ls	1	\$1,800,000.00	\$1,800,000.00	
130	Demolish Existing Structures	ls	1	\$100,000.00	\$100,000.00	
131					\$1,900,000.00	
132						
133	Miscellaneous Site Improvements					
134	Topsoil Type B @ 4" compacted depth	cy	2,200	\$40.00	\$88,000.00	
135	Seeding	sf	75,000	\$0.12	\$9,000.00	

PenMet Parks Community Recreation Center
Level 4 - Estimate of Probable Cost

Prepared By:

Date Prepared 10/28/2018

R.W. Droll Landscape Architects

Date Revised 2/11/2019

Line	Item Description	Unit	Quantity	Unit Cost	Extension Subtotal	10/28/2018 Estimate
136	Irrigation	sf	126,000	\$0.65	\$81,900.00	
137	PALS-related Tree Planting for Permitting	ls	1	\$40,000.00	\$40,000.00	\$379,900.00
138	Trees (Street and General Landscape)	each	100	\$400.00	\$40,000.00	
139	Buffer Planting	LS	1	\$75,000.00	\$75,000.00	\$11,467,363.50
140	Subtotal				\$333,900.00	
141						
142	Construction Subtotal				\$8,338,226.00	
143	Tax (7.9%)				\$658,719.85	
144	Mobilization (2%)				\$166,764.52	
145	Bond (1%)				\$83,382.26	
146	Insurance (1%)				\$83,382.26	
147	Contractor OH/Profit (5%)				\$416,911.30	
148	Subtotal				\$9,747,386.19	
149	A/E Services				\$1,267,000.00	
150	Subtotal				\$11,014,386.19	
151	Permits & Fees @ 2%				\$194,947.72	