



Peninsula Metropolitan Park District

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

REGULAR MEETING AGENDA

May 17, 2022, 6:00 PM

Gig Harbor Civic Center - Council Chambers 3510 Grandview Street, Gig Harbor, WA 98335

Call to Order

Commissioner Roll Call:

	Present	Excused	Comment
Steve Nixon, President			
Maryellen (Missy) Hill, Clerk			
Amanda Babich			
Kurt Grimmer			
Laurel Kingsbury			

ITEM 1 President's Report

ITEM 2 Executive Director's Report

ITEM 3 Special Presentations

3a. Mother/Son and Father/Daughter Dance Report

ITEM 4 Board Committee Reports

4a. CIP Committee

4b. Finance and Administration Committee

4c. Recreation Services Committee

4d. Stewardship Committee

4e. External Committee Reports

ITEM 5 Public Comments:

This is the time set aside for the public to provide their comments to the Board on matters related to PenMet Parks. Each person may speak up to three (3) minutes, but only once during the citizen comment period. Anyone who provides public comment must comply with Policy P10-106 providing for the Rules of Decorum for Board Meetings. A copy of the policy is available at each meeting and at www.penmetparks.org

ITEM 6 Minutes

6a. [Approval of the May 3, 2022 Study Session Minutes](#)

6b. [Approval of the May 3, 2022 Regular Meeting Minutes](#)

6c. [Approval of the May 11, 2022 Special Meeting Minutes](#)

6d. [Approval of the March 16, 2022 Special Meeting Minutes](#)



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6e. [Approval of the December 11, 2020 Special Meeting Minutes](#)

ITEM 7 **Consent Agenda**

7a. [Resolution C2022-012: Approval of Vouchers](#)

ITEM 8 **Unfinished Business: None**

ITEM 9 **New Business**

9.1 [Purchasing Resolutions Requiring One Reading for Adoption:](#)

[9.1a Resolution P2022-008: Authorizing Executive Director to Execute a Construction Contract with Woodland and Increase the Demolition Project Budget to \\$112,255](#)

9.2 **Single Reading Resolutions Requiring One Reading for Adoption:**
None

9.3 **Two Reading Resolutions Requiring Two Readings for Adoption:**
None

ITEM 10 **Comments by Board**

ITEM 11 **Next Board Meeting**

June 7, 2022 Study Session at 5:00 pm and Regular Meeting at 6:00 pm at the Gig Harbor Civic Center - Council Chambers 3510 Grandview Street, Gig Harbor, WA 98335

ITEM 12 **Executive Session: Executive Session for the purpose of considering the selection of a site or the acquisition of real estate by lease or purchase when public knowledge regarding such consideration would cause a likelihood of increased price pursuant to RCW 42.30.110 (b).**

ITEM 13 **Adjournment**

BOARD OF PARK COMMISSIONERS MEETING PROCEDURES

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DRAFT STUDY SESSION MINUTES

May 03, 2022, 4:30 PM

Arletta Schoolhouse at Hale Pass Park: 3507 Ray Nash Drive NW, Gig Harbor, WA 98335

Call to Order: 4:33 PM

Commissioner Roll Call:

	Present	Excused	Comment
Steve Nixon, President	Present		
Maryellen (Missy) Hill, Clerk	Present		
Kurt Grimmer	Present		
Laurel Kingsbury	Present		
Amanda Babich		Excused	

ITEM 1 Arletta Schoolhouse Renovation Tour

ITEM 2 Adjournment at 5:05 PM

BOARD OF PARK COMMISSIONERS MEETING PROCEDURES

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Approved By the Board on _____

Steve Nixon, Board President

Maryellen "Missy" Hill, Board Clerk

Attest: Ally Bujacich

Submitted by: Robyn Readwin, Board Secretary



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DRAFT - REGULAR MEETING MINUTES

May 03, 2022, 6:00 PM

Gig Harbor Civic Center - Council Chambers 3510 Grandview Street, Gig Harbor, WA 98335

Call to Order (Time: 6:00 PM)

Commissioner Roll Call:

	Present	Excused	Comment
Steve Nixon, President	Present		
Maryellen (Missy) Hill, Clerk	Present		
Amanda Babich		Excused	
Kurt Grimmer	Present		
Laurel Kingsbury	Present		
Quorum – Yes			

ITEM 1 President's Report

Thank You to Park Services Director, Denis Ryan, for the Study Session Tour

ITEM 2 Executive Director's Report

Updates:

1. New IT Manager, Jeff Foster, introduction
2. Phase 1 of the Community Recreation Center project is out for bid until May 12, 2022. Construction contract coming to a future meeting
3. Rosedale Hall Renovation request for qualifications is open soon.

ITEM 3 Special Presentations

3a. March 2022 Financial Report

PowerPoint Presentation by Director of Finance and Administration Sherman Enstrom.

- Tax collection starts in March

3b. Recreation Services Presentation

PowerPoint Presentation by Recreation Services, Matthew Kerns, for Recreation Options for Expanding Programming and Next Steps

- Teen Advisory Committee (TAC) Update
- Summer Camp Data Breakdown
- ePACT Emergency Network
- Specialized Recreation Update by Denise Tremblay
 - Adding camp this year
 - The new volunteer has allowed for a support group for parents
 - Modified Walking Club
- Field and Facilities Rentals Update by Aiden Krug



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- Added Pickleball Lines at Sehmel, Hales Pass, and Rosedale
- Pink Gorilla Espresso will be the new concession stand, starting 6/1/2022 at Sehmel.
- Rental Use Data
- Sports and Fitness Update by Brian Miller
 - Baseball season recap
 - Survey results
 - Team Sideline software has improved team communication
- Special Events Update
 - Under the Sea Dances are on Friday, May 6 and Saturday, May 7.
 - Bike Bash is May 21, 2022
 - Family Fun Fest Saturday, June 25, 2022
 - Movies in the Park this Summer, every Friday in July
 - NoonTunes, Music & Motivation
 - Family Concert in the Park, August 27th
- Preview of items that are in the works
- Recreation Assessment

Commissioner Questions: Can existing TAC members recruit? **Staff answer:** Yes, and there is recruiting at Events. **Commissioner Question:** Do you know what the waitlists are for? **Staff Answer:** Harry Potter, Games Galore, Soccer, Basketball. **Commissioner Question:** Kiwanis has a KEY club for adults with Special Needs, could they participate or sponsor a service project? **Staff Answer:** This sounds like it has a lot of potential. **Commissioner Comment on Specialized Rec:** Thank you, Denise, for your dedication. We want to support you. **Commissioner Question:** Does the public request more of any rental options? **Staff:** Picnic shelters are number 1, indoor space is always needed. **Commissioner Question:** Regarding the scholarship question, what is the timeline for that being revamped. **Staff Answer:** It should go to the stewardship committee in June. **Commissioner Comment:** Like that Recreation Services incorporated everyone to speak. Thank you for data that is being presented, please continue share.

ITEM 4

Board Committee Reports

4a. CIP Committee

Committee Chair, Commissioner Grimmer

- Last meeting 4/25/2022
- Hales Pass construction and associated budget update
- 5/12/2022 Special meeting for reviewing bids

4b. Finance and Administration Committee

Committee Chair, Commissioner Nixon

- Last meeting 4/26/2022
- Reviewed State Auditor's findings



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- Procurement Policy draft
- Addition of Jeff Foster for IT Security Management.
- Next meeting 5/10/2022 and State Audit Exit Interview

4c. Recreation Services Committee

Committee Chair, Commissioner Kingsbury

- Met 4/21/22
- Teen Advisory Committee and discussed plans to enhance the committee

4d. Stewardship Committee

Stewardship Committee Chair, Commissioner Hill

- Met 4/27/2022
- Capital campaign discussion
- Park Enhancement Grant (PEG) Policy
 - Should recreation opportunities be included?
 - Should there be a minimum or maximum grant amount?
 - Should funding level targets be included?
 - How should we balance the ease of application and the formalized process?
- Quarter 1 volunteer activity

4e. External Committee Reports: None

ITEM 5

Public Comments:

Betty Lilienthal provided public comment.

ITEM 6

Minutes

6a. Approval of Minutes of the April 19, 2022 Study Session

6b. Approval of Minutes of the April 19, 2022 Regular Meeting

Motion was moved to adopt the minutes as presented;

Motion was seconded;

Roll Call Vote: Motion approved unanimously, motion carries.

ITEM 7

Consent Agenda

7a. Resolution C2022-008 Approval of Vouchers

7b. Resolution C2022-011: To Ratify the Executive Director's Approval of a Contract for Emergency Electrical Repairs at the Community Recreation Center

Motion was moved to accept consent agenda presented;

Motion was seconded;

Roll Call Vote: Motion approved unanimously, motion carries.

ITEM 8

Unfinished Business: None

ITEM 9

New Business

9.1 Purchasing Resolutions Requiring One Reading for Adoption: None



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**9.2 Single Reading Resolutions Requiring One Reading for Adoption:
None**

**9.3 Two Reading Resolutions Requiring Two Readings for Adoption:
None**

ITEM 10 Comments by Board

Commissioner Hill- The Board of Park Commissioners would like to sponsor the Bike Bash for \$2,000. Thank you to PenMet Parks Staff for Dragon Boat Races. Would like the staff to consider forming a Senior Advisory Committee.

Commissioner Kingsbury – Rotary Bark Park has had a lot of great maintenance and gravel added. Received positive public feedback while visiting Rotary Bark Park. Tubby’s could use some attention and more regular maintenance.

President Nixon: Thank you Seniors for your comments.

ITEM 11 Next Board Meetings

May 17, 2022, Study Session at 5:00 pm and Regular Meeting at 6:00 pm at the Gig Harbor Civic Center - Council Chambers 3510 Grandview Street, Gig Harbor, WA 98335

ITEM 12 Adjournment Time: 7:22 PM

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Approved By the Board on _____

Steve Nixon, Board President

Maryellen “Missy” Hill, Board Clerk

Attest: Ally Bujacich

Submitted by: Robyn Readwin, Board Secretary



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DRAFT – SPECIAL MEETING MINUTES

May 11, 2022, 5:00 PM

Virtual Meeting – Held Via Zoom

Call to Order 5:04 PM

Commissioner Roll Call:

	Present	Excused	Comment
Steve Nixon, President	Present		
Maryellen (Missy) Hill, Clerk	Present		
Amanda Babich	Present	(Excused at 6:32 PM)	
Kurt Grimmer	Present		
Laurel Kingsbury	Present		
Quorum – Yes			

ITEM 1 Strategic Plan Kick-Off with BerryDunn

- **Introductions**
- **BerryDunn Presentation**
- **Q & A**

ITEM 2 Adjournment Time: 6:43 PM

BOARD OF PARK COMMISSIONERS MEETING PROCEDURES

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Approved By the Board on _____

Steve Nixon, Board President

Maryellen “Missy” Hill, Board Clerk

Attest: Ally Bujacich

Submitted by: Robyn Readwin, Board Secretary



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DRAFT – SPECIAL MEETING MINUTES

March 16, 2022, 1:00 PM

Hale Pass Park – 3607 Ray Nash Drive NW, Gig Harbor, WA 98335

Call to Order 1:00 PM

Commissioner Roll Call:

	Present	Excused	Comment
Amanda Babich, President	Present		
Steve Nixon, Clerk	Present		
Maryellen (Missy) Hill	Present		
Kurt Grimmer	Present		
Laurel Kingsbury		Excused	
Quorum – Yes			

ITEM 1 Arletta Schoolhouse Renovation Groundbreaking Ceremony

ITEM 2 Adjournment Time: 2:00 PM

BOARD OF PARK COMMISSIONERS MEETING PROCEDURES

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Approved By the Board on _____

Steve Nixon, Board President

Maryellen “Missy” Hill, Board Clerk

Attest: Ally Bujacich

Submitted by: Robyn Readwin, Board Secretary



Peninsula Metropolitan Park District

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SPECIAL MEETING MINUTES

December 11, 2020, 3:00 PM

ATTENTION: Protecting the public, our partners, and our staff are of the utmost importance. Due to recent health concerns with the novel Corona-virus, the Park Board has decided to host the meeting online via Zoom. In accordance with the Governor's Stay at Home Order issued on March 23, 2020. You can join the zoom meeting by using Meeting ID: 977 0111 1024 Password: 040025. You can also join the meeting via teleconference by calling +1 253-215-8782. Meeting ID: 977 0111 1024 Password: 040025 This special meeting is for the purpose of holding an executive session. The public will be able to observe the call to order, roll call, and the approval of the agenda before the executive session starts and the adjournment time after the executive session is over. Public comment will not be taken at this meeting

Call to Order: The meeting was called to order by President Hill at 3:02 PM

Commissioners Present:

- Maryellen (Missy) Hill
- Kurt Grimmer
- Amanda Babich
- Laurel Kingsbury
- Steve Nixon

Attorney:

Mark Roberts

Entered into Executive Session at 3:03 pm

Anticipated Length 1 hour

Entered back into special meeting at 4:27 pm.

ITEM 1 Approval of Agenda

Commissioner Grimmer made a motion to approve the agenda, seconded by Commissioner Nixon. The agenda was approved with a 5-0 vote

ITEM 2 Executive Session: For the purpose of reviewing the performance of a public employee pursuant to RCW 42.30.110(g).

ITEM 3 Adjournment President Hill adjourned the meeting at 4:28 pm

APPROVED BY THE BOARD ON: _____

President

Clerk



Peninsula Metropolitan Park District

RESOLUTION NO. C2022-012

APPROVING VOUCHERS FROM MAY 2022

WHEREAS, the Peninsula Metropolitan Park District Board of Park Commissioners approved the 2022 operating budget in Resolution R2021-032 and the 2022 capital budget in Resolution R2021-029 on November 16, 2021; and

WHEREAS, expenditures are within the current resource projections at the fund level; and

WHEREAS, the Executive Director or his or her designee has certified that the materials have been furnished, the services rendered, or the labor performed as described, and that each claim represents a just, due, and unpaid obligation against the District;

NOW THEREFORE BE IT

RESOLVED by the Board of Park Commissioners of the Peninsula Metropolitan Park District that vouchers in the amounts and for the period indicated on Attachment "A" be approved for payment.

The foregoing resolution was adopted at a regular meeting of the Board of Park Commissioners of the Peninsula Metropolitan Park District held on May 17, 2022.

Steve Nixon, Board President

Maryellen "Missy" Hill, Board Clerk

Attest: Ally Bujacich

Attachment A to Resolution C2022-012

For the period beginning 05/01/2022 and ending 05/10/2022

Voucher # 220501001 through # 220501029 are approved for payment in the amount of \$649,319.17.



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DISTRICT COMMISSION MEMO

To: Board of Park Commissioners

Through: Ally Bujacich, Executive Director

From: Denis Ryan, Director of Park Services

Date: May 17, 2022

Subject: **Resolution P2022-008 Authorizing the Executive Director to Execute a Construction Agreement with Woodland Industries for the Demolition of Certain Structures and Increasing the Project Budget to \$112,255**

Background

District staff identified the structures listed below as deteriorated to the extent they are no longer usable and beyond reasonable repair:

- Light commercial outbuildings at Peninsula Gardens (5707 Wollochet Drive NW, Gig Harbor)
- Single family home at Peninsula Gardens (5503 Wollochet Drive NW, Gig Harbor)
- Single family home at Tacoma DeMolay Sandspit Nature Preserve (53 Bella Bella Drive, Fox Island)
- Mobile home at Narrows Beach Park (1602 Lucille Parkway NW, Gig Harbor)
- Storage structures at Sunrise Beach (10015 Sunrise Beach Drive NW, Gig Harbor)

Demolition of the above-listed structures are included in the adopted 2022 Capital Improvement Plan and funding is allocated in the 2022 capital budget.

Staff engaged an independent consultant to test, identify, and document hazardous materials that are required to be removed prior to demolishing the structures. Permits for demolition have been filed with Pierce County and all utility services are in the process of being disconnected.

Bid Process

On May 6, 2022, solicitations for bids were sent to qualified contractors registered on the MRSC Small Work Roster. The scope of work includes hazardous material abatement, demolition, and removal of each of the structures listed above. Two bids were submitted. Staff evaluated the bids and recommend accepting the lowest responsible bid in the amount of \$98,500 plus applicable sales tax.

Project Budget

The Board passed Resolution RR2022-05 on April 5, 2022 approving a project budget of \$104,000 for the Demolition of Certain Structures. The low bid exceeds the Maximum Allowable Construction Cost by approximately \$6,500 and, with the addition of sales tax, requires the project budget be increased by \$8,255 to \$112,255. The additional funding would be allocated from the Capital Projects Fund ending balance, which is estimated to be approximately \$1.45 million in 2022. A project budget summary is below.

Project Budget Summary	
<i>Construction cost</i>	\$98,500
Soft costs	
Sales Tax	\$7,880
Permit fees	\$1,275
Restoration materials	\$4,600
Contingency	\$0
<i>Total soft costs</i>	\$13,755
Total	\$112,255

Funding Sources Summary	
Capital Projects Fund	\$112,255

Policy Implications/Support

1. The Board passed Resolution R2021-029 approving the 2022 capital budget and capital improvement plan, which identifies the demolition of the specified structures as capital priorities.
2. The Board passed resolution RR2022-005 approving a project budget of \$104,000 for the Demolition of Certain Structures.
3. The project is supported by the following 2022 Goals and Objectives:
 Goal 3: effectively manage and maintain our assets to preserve existing infrastructure and provide parks and recreation opportunities for the community.

Staff Recommendation

Staff recommend the Board pass Resolution P2022-008 authorizing the Executive Director to execute a construction agreement for the Demolition of Certain Structures with Woodland Industries in the amount of \$98,500, plus applicable Washington State Sales Tax.

Committee Recommendation

This action was reviewed by the CIP Committee at its May 12, 2022 meeting with a recommendation to bring this action to the full Board for its approval.

Staff Contact

If you have any questions or comments, please contact Denis Ryan at 253-649-5254 or via e-mail at dryan@penmetparks.org.

Attachments:

- Exhibit A: Resolution P2022-008
- Exhibit B: Contract
- Exhibit C: Quote dated 5/12/2022



Peninsula Metropolitan Park District

RESOLUTION NO. P2022-008

AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE A CONSTRUCTION CONTRACT FOR THE DEMOLITION OF CERTAIN STRUCTURES WITH WOODLAND INDUSTRIES IN THE AMOUNT OF \$98,500 AND INCREASING THE PROJECT BUDGET TO \$112,255

WHEREAS, The Peninsula Metropolitan Park District (PenMet Parks) Board of Park Commissioners passed Resolution R2021-029 adopting the 2022 annual capital budget and Capital Improvement Plan; and

WHEREAS, PenMet Parks identified the structures listed below as deteriorated to the extent they are no longer usable and beyond reasonable repair:

- Light commercial outbuildings at Peninsula Gardens (5707 Wollochet Drive NW, Gig Harbor)
- Single family home at Peninsula Gardens (5503 Wollochet Drive NW, Gig Harbor)
- Single family home located at Tacoma DeMolay Sandspit Nature Preserve (53 Bella Bella Drive, Fox Island)
- Mobile home located at Narrows Beach Park (1602 Lucille Parkway NW, Gig Harbor)
- Storage structures at Sunrise Beach (10015 Sunrise Beach Drive NW, Gig Harbor)

and;

WHEREAS, the demolition of the above-listed structures are identified as priorities #4, #5, #6, and #7 in the adopted 2022 Capital Improvement Plan; and

WHEREAS, the Board of Park Commissioners approved Resolution RR2022-005 adopting a project budget of \$104,000 for the Demolition of Certain Structures; and

WHEREAS, the requirements for procuring a public work set forth in Policy P40-102: Purchasing Policy were followed; and

WHEREAS, the District requested bids through the MRSC Small Works Roster on May 6, 2022, evaluated all bids, and determined the lowest responsible bidder to be Woodland Industries with a bid amount of \$98,500; and

Resolution P2022-008

WHEREAS, the low bid amount of \$98,500 is \$6,500 greater than the maximum allowable construction cost, which increases the total budget required to complete the specified scope of work by \$8,255 from \$104,000 to to \$112,255;

NOW THEREFORE BE IT

RESOLVED, by the Board of Park Commissioners that the Executive Director be authorized to sign the construction contract with Woodland Industries in the amount of \$98,500, excluding applicable Washington State Sales Tax, in substantially the form attached as Exhibit "A". It is further

RESOLVED, by the Board of Park Commissioners, that the total project budget should be increased by \$8,255 from \$104,000 to \$112,255.

The foregoing resolution was adopted at a regular meeting of the Board of Park Commissioners of the Peninsula Metropolitan Park District held on May 17, 2022.

Steve Nixon, Board President

Maryellen "Missy" Hill, Board Clerk

Attest: Ally Bujacich

CONTRACT FOR CONSTRUCTION SERVICES
(5% Retainage)

THIS AGREEMENT is made this 17 day of May 2022, by and between the PENINSULA METROPOLITAN PARK DISTRICT, hereinafter referred to as the "Owner" and Woodland Industries, hereinafter referred to as the "Contractor."

IN CONSIDERATION of the payments and agreements herein identified, the Contractor hereby agrees to commence and complete for the Owner the construction services described below:

1. **Project:** 2022 Demolition Project 2022-03, according to the approved plans and meeting all requirements and specifications at the address and legal description of the property as detailed in the bid documents.
2. **Price:** For the above-mentioned construction services, hereinafter called the "Project", the Owner agrees to pay the Contractor an amount not to exceed the sum of Ninety-Eight Thousand Five Hundred Dollars and 00/100 (\$98,500.00), exclusive of Washington State Sales Tax. Payment shall be made in accordance with and pursuant to all the terms and conditions of any Project Advertisement for Bids or Requests for Proposals and the Contract Documents attached, copies of which are hereby declared and accepted as parts of this Agreement as fully as if set forth herein. The Contractor's bid or proposal is accepted as part of this Agreement as fully as if set forth herein. The Owner shall not be liable for any increased cost or price unless an authorized, signed Change Order has been executed prior to any work being performed.
3. **Indemnity:** The Contractor agrees to indemnify, defend, protect and hold harmless the Owner and its agents and employees from all claims, suits, actions, liabilities, losses, demands, damages, expenses, including legal expenses, bodily injury, or property damage arising from any and all defects appearing or developing in the workmanship or material performed or furnished under this Agreement.
4. **Payment Terms:** Subject to the retainage, the Contractor agrees to accept as full payment hereunder the amount specified in the Price above, and the Owner agrees to make payments on the basis of a duly certified and approved estimate of the work performed during the preceding calendar month under this Contract. To secure proper performance of this Agreement, the Owner shall retain five percent (5%) of the amount of each payment until final completion and acceptance of all work covered by this Agreement. Owner will make final payment upon receipt of final approval and acceptance of the work by the Owner's Board of Park Commissioners.
5. **Schedule and Liquidated Damages:** Construction shall commence within ten (10) days following receipt of Owner's written Notice to Proceed. Construction shall reach substantial completion by July 1, 2022, following Contractor's receipt of Owner's written Notice to Proceed. Final completion and closeout shall be completed within 30 calendar days of substantial completion. The Owner and Contractor agree that in the event this project is not completed on time, the Owner's damages are difficult to calculate. As a result, the Owner and Contractor agree that if the project is not completed by the completion date, the Contractor shall be liable to Owner for liquidated damages in the amount of \$600.00 per calendar day.
6. **Non-Assignability:** The Contractor may not assign, subcontract or delegate duties under this Contract without the prior written consent of Owner.

7. Enforcement: Any dispute as to the enforcement or interpretation of this Contract shall/may be determined by arbitration. The prevailing party in any suit or arbitration arising under this Contract shall be entitled to reasonable attorneys and expert witness fees and costs. Washington law will govern the interpretation and enforcement of this Contract. Venue shall only be in Pierce County, Washington.
8. Integration: The following documents are included as part of this written contract:
- (a) Contract Documents for 2022 Buildings Demolition dated May 2022 prepared by Peninsula Metropolitan Park District (156 pages) consisting of:
 - Call for bids
 - Bidding documents
 - Contract documents
 - Special Provisions
 - State Prevailing Minimum Hourly Wage Rates
 - General Conditions
 - Locations Map
 - Hazardous Materials Survey Reports
 - (b) Bid Proposal;
 - (c) Schedule of Values.
- This written contract represents the entire agreement between the parties. All prior representations, promises or statements merge with this written contract.
9. Amendment: Any amendment to the contract must be in writing signed by both parties.
10. Severability: If one or more of the contract clauses are found to be unenforceable, illegal or contrary to public policy, the contract will remain in full force and effect except for the clauses that are unenforceable, illegal, or contrary to public policy.
11. Termination: Performance of the work under this Agreement may be terminated, suspended or abandoned for any cause deemed sufficient by Owner, in whole or in part at any time by Owner by giving the Contractor thirty (30) days' written notice of such termination, specifying the extent and effective date of termination, suspension or abandonment. After receipt of any such notice, the Contractor shall stop work hereunder to the extent and to the date specified in the notice, terminate all subcontracts or other commitments to the extent those contracts relate to the work terminated, and deliver to Owner all reports, computations, drawings, specifications and other material and information prepared and developed hereunder in connection with the work terminated. In the event of termination pursuant to this clause, the Contractor shall be entitled to be paid as provided herein for direct labor hours expended and reimbursable costs incurred prior to termination, and for such direct labor costs and reimbursable costs as may be expended or incurred thereafter with Owner's written approval in settling subcontracts and finalizing the work terminated. The Contractor shall not be entitled to any anticipated profit for services not performed. Except as provided in this clause, any such termination shall not alter or affect the rights and obligations of the parties under this Agreement.
12. Notices: Any and all notices affecting or relative to this Contract shall be effective if in writing and delivered or mailed, postage and fees prepaid, or sent by facsimile or similar electronic communication with a hard copy mailed to the respective party being notified at the address or facsimile number listed with the party's respective signature. Such notice to Owner shall be in duplicate, one each directed to the Executive Director of PenMet Parks and the Owner's Project Coordinator. The parties' addresses may be changed by the same method of notice.

13. Indemnification and Insurance. The Contractor shall indemnify and hold harmless Owner, 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.

The Contractor shall, prior to commencing work under this Agreement, provide to Owner certificates of insurance evidencing the following insurance coverages and limits.

- A. Comprehensive general liability policy, including:
 - (1) Premises/Operations liability;
 - (2) Products/Completed Operations liability;
 - (3) Blanket contractual liability;
 - (4) Personal injury liability;
 - (5) Stop gap liability.

- B. Automobile liability:
 - (1) Non-Owned and hired auto liability;
 - (2) Owned auto liability.

- C. Limits should not be less than \$1,000,000 Combined Single Limit for comprehensive general liability. Automobile liability limits should not be less than \$500,000 Combined Single Limit. Stop gap liability should be not less than \$500,000.

- D. Professional Errors and Omissions Liability Insurance, with a minimum limit of no less than \$1,000,000, will be required where architectural or engineering services are provided directly or indirectly by the contractor or contractors subcontractors. A certificate of insurance will be provided to the Owner, with a 30-day notice of cancellation clause.

- E. Said insurance policies, excepting Errors and Omissions Liability policy, shall name Owner as an additional insured thereunder as respects any operations of the Independent Contractor in connection with this Agreement.

- F. It is agreed that these insurance policies are primary over any insurance which may be carried by Owner, and it is agreed that Owner will be given not less than thirty (30) days advance written notice of any termination of this policy.

14. Bond: Contractor shall furnish a Faithful Performance and Payment Bond prior to starting work on the Project.

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

For the OWNER:

For the CONTRACTOR

Peninsula Metropolitan Park District,
A Municipal Corporation

Woodland Industries, a WA Corporation

Ally Bujacich Executive Director

(Signature)

Name (Printed)

Title

APPROVED AS TO FORM

10715 66th St. East

Puyallup, WA 98373

Phone: (253) 770-9663

Area Code, Telephone Number

Federal Tax Number: 91-145844

Fax: (253) 446-0509

BIDDER'S INFORMATION PAGE

2022 BUILDING DEMOLITION PROJECT

DISTRICT PROJECT NO. 2022.003

Proposal Submitted By:

Woodland Industries
CONTRACTOR

10715 66th Ave E
CONTRACTOR MAILING ADDRESS

Pierce WA 98373 253-770-9663
DISTRICT STATE ZIP CODE PHONE NO.

WANCIG033SD 3-8-2024
WASHINGTON STATE CONTRACTORS LICENSE # EXPIRATION

BID OPENING: May 12, 2022, at 10:00 A.M.

PENINSULA METROPOLITAN PARK DISTRICT
5717 Wollochet Drive NW #3
Gig Harbor, WA 98335

Contacts: **District
Denis Ryan, Director of Park Services
Phone: (253) 649-5254
Email: dryan@penmetparks.org**

BID PROPOSAL

To Peninsula Metropolitan Park District
Gig Harbor, Washington

The undersigned hereby certifies that he/she has examined the location(s) of the following Project:

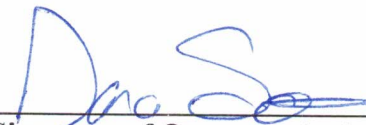
**2022 BUILDING DEMOLITION
PENINSULA METROPOLITAN PARK DISTRICT PROJECT NO. 2022.003**

and that the plans, specifications, and contract governing the work embraced in this improvement, and the method by which payment will be made for said work is understood. The undersigned hereby proposes to undertake and complete the work embraced in this improvement, or as much thereof as can be completed with the money available in accordance with the said plans, specifications, and contract, and the following schedule of rates and prices:

(Note: Unit costs for all items, all bid item total amounts, and the total base bid should be shown. All entries must be typed or entered legibly in ink.)

ITEM NO.	APPROX. QUANT.	ITEM DESCRIPTION	UNIT COST	TOTAL AMOUNT
1.	LS	MOBILIZATION	\$ 15,000 ⁰⁰	\$ 15,000 ⁰⁰
2.	LS	STRUCTURE DEMOLITION INCLUDING DISPOSAL	\$ 78,500 ⁰⁰	\$ 78,500 ⁰⁰

CONTRACT TOTAL: \$ 93,500⁰⁰
(Basis of Award Bid Items 1-2)



Signature of Owner or Authorized Corporate Officer
(This is required for a valid bid)

The PENINSULA METROPOLITAN PARK DISTRICT reserves the right to reject any or all proposals if found to be higher than the estimated cost and to waive any formality or technicality in any proposal in the interest of the District. The PENINSULA METROPOLITAN PARK DISTRICT also reserves the right to delete any or all portions of individual bid items.

BID BOND ACKNOWLEDGEMENT

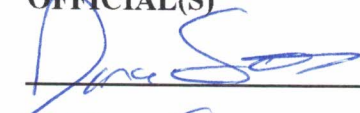
The bidder is hereby advised that by signature of this proposal they are deemed to have acknowledged all requirements and signed all certificates contained herein.

A proposal guaranty in an amount of five percent (5%) of the total bid, based upon the approximate estimate of quantities at the above prices and in the form as indicated below, is attached hereto:

<u> </u> CASH	IN THE AMOUNT OF _____
<u> </u> CASHIER'S CHECK	_____ DOLLARS
<u> </u> CERTIFIED CHECK	(\$ _____) PAYABLE TO THE
<u> </u> PROPOSAL BOND	DISTRICT
	PENMET PARKS DISTRICT GIG HARBOR,
	WASHINGTON, IN THE AMOUNT OF 5% OF
	THE BID.

Receipt is hereby acknowledged of addendum(s) No. (s) _____, _____ & _____.

SIGNATURE OF AUTHORIZED OFFICIAL(S)



 Dana Schmidt, Office manager

FIRM NAME Woodland Industries

ADDRESS 10715 166th Ave E
Puyallup, WA 98373

Notes:

- 1) This proposal form is not transferable, and any alteration of the firm's name entered hereon without prior permission from the District Engineer will be cause for considering the proposal irregular and subsequent rejection of the bid.
- 2) Please refer to Section 1-02.6 of the standard specifications, re: "Preparation of Proposal", or "Article 4" of the Instructions to Bidders for building construction jobs.

Should it be necessary to modify this proposal either in writing or by electronic means, please make reference to the following proposal number in your communication: **2022 BUILDING DEMOLITION PROJECT, District Project 2022.003.**

2022 BUILDING DEMOLITION PROJECT
DISTRICT PROJECT NO. 2022.003

MANDATORY BIDDER RESPONSIBILITY CRITERIA INFORMATION:

Per RCW 39.04.350 Before award of a public works contract, a bidder must meet the following responsibility criteria to be considered a responsible bidder and qualified to be awarded a public works project. The bidder must provide the following:

Woodland Industries
 R Lee Doper
 CONTRACTOR NAME OF OWNER OR CORPORATE OFFICER

Dana Schmidt Office manager 5-12-2022
 SIGNATURE OF OWNER OR CORPORATE OFFICER DATE AND PLACE

W000260350
 DEPARTMENT OF LICENSING CONTRACTOR LICENSE REGISTRATION NUMBER

601 739 741
 UNIFIED BUSINESS IDENTIFIER (UBI)/WA STATE TAX REGISTRATION NUMBER

902,693-00
 LABOR AND INDUSTRIES WORKERS' COMPENSATION NUMBER

807-29800-2
 EMPLOYMENT SECURITY DEPARTMENT NUMBER (UNEMPLOYMENT NUMBER)

91-1245844
 EXCISE TAX REGISTRATION NUMBER (FEDERAL ID NUMBER)

Beginning July 1, 2019, prior to bidding, contractors and subcontractors must have received training from the WA State Department of Labor & Industries (L&I) relating to the requirements associated with public works and prevailing wage. Contractors who have completed three or more public works projects and have held a valid Washington business license for three or more years are exempt.

BIDDER IS IN COMPLIANCE: YES NO

ELECTRICAL CONTRACTOR'S LICENSE NUMBER (if applicable)

By signing this page, the bidder hereby certifies that, within the three-year period immediately preceding the bid solicitation date, the bidder is not a "willful" violator, as defined in RCW 49.48.082, of any provision of chapters 49.46, 49.48, or 49.52 RCW, as determined by a final and binding citation and notice of assessment issued by the Department of Labor and Industries or through a civil judgment entered by a court of limited or general jurisdiction. I certify under penalty of perjury under the laws of the State of Washington that the foregoing is true and correct.

NOTE TO BIDDER: Complete and sign this page and submit it with your bid. Incomplete bid packages will be considered non-responsive and will be rejected. Mandatory Bidder Criteria

information will be verified immediately for compliance to ensure that all accounts are current. Non-compliance with any of the above agency requirements may be considered grounds for a non-responsive bid.

Bidder's Criteria. **As a courtesy**, a blank Subcontractor Mandatory Bidder Responsibility Criteria form has been included in these specifications.

SUBCONTRACTOR
MANDATORY BIDDER RESPONSIBILITY CRITERIA

(This is not required to be submitted with Bid. Form must be on file with Prime.)

Beginning July 1, 2019, prior to bidding, contractors and subcontractors must have received training from the WA State Department of Labor & Industries (L&I) relating to the requirements associated with public works and prevailing wage. Contractors who have completed three or more public works projects and have held a valid Washington business license for three or more years are exempt.

2022 Building Demolition
PROJECT NAME

2022.003
PROJECT NUMBER

Woodland Industries
GENERAL CONTRACTOR

Prior to subcontracting any work, the Contractor shall verify that every Subcontractor, first tier and lower, meets the responsibility criteria stated below at the time of subcontract execution. Contractor is to verify that there are not any of the proposed Subcontractors on the 'Debarred Contractors' List.

Income Abatement or RSG Abatement
SUBCONTRACTOR NAME & SIGNATURE OF OWNER OR CORPORATE OFFICER

DATE

SUBCONTRACTOR MAILING ADDRESS

PHONE NUMBER

DEPARTMENT OF LICENSING CONTRACTOR LICENSE REGISTRATION NUMBER

UNIFIED BUSINESS IDENTIFIER NUMBER (UBI)/WA STATE TAX REGISTRATION NO.

LABOR AND INDUSTRIES WORKERS' COMPENSATION NUMBER

EMPLOYMENT SECURITY DEPARTMENT NUMBER (UNEMPLOYMENT NUMBER)

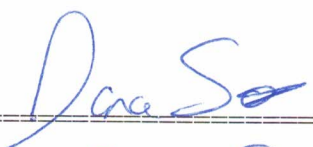
EXCISE TAX REGISTRATION NUMBER (FEDERAL ID NUMBER)

NON-COLLUSION DECLARATION

I, by signing the proposal, hereby declare, under penalty of perjury under the laws of the United States that the following statements are true and correct:

1. That the undersigned person(s), firm, association or corporation has (have) not, either directly or indirectly, entered into any agreement, participated in any collusion, or otherwise taken any action in restraint of free competitive bidding in connection with the project for which this proposal is submitted.

2. That by signing the signature page of this proposal, I am deemed to have signed and have agreed to the provisions of this declaration.



Dana Schmidt - Office manager 5-12-2022

NOTICE TO ALL BIDDERS

To report bid rigging activities, call:

1-800-424-9071

The U.S. Department of Transportation (USDOT) operates the above toll-free "hotline" Monday through Friday, 8:00 A.M. to 5:00 p.m., Eastern Time. Anyone with knowledge of possible bid rigging, bidder collusion, or other fraudulent activities should use the "hotline" to report such activities.

The "hotline is part of USDOT's continuing effort to identify and investigate highway construction contract fraud and abuse and is operated under the direction of the USDOT Inspector General. All information will be treated confidentially, and caller anonymity will be respected.

DOT 272-036H

Dona Schmitt
Dona Schmitt
Office manager
5-12-2002

BID BOND

Conforms with The American Institute of Architects, A.I.A. Document No. A-310

KNOW ALL BY THESE PRESENTS, That we, Woodland Industries General Contracting Inc

_____ as Principal, hereinafter called the Principal,

and the The Ohio Casualty Insurance Company

of Seattle, WA, a corporation duly organized under

the laws of the State of New Hampshire, as Surety, hereinafter called the Surety, are held and firmly bound unto

Peninsula Metropolitan Park District as Obligee, hereinafter called the Obligee,

in the sum of Five Percent (5%) of Bid Amount

Dollars (\$ Five Percent (5%) of Bid Amount), for the payment of which sum well and truly to be made, the said Principal and the said Surety, bind ourselves, our heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

WHEREAS, the Principal has submitted a bid for 2022 Building Demolition Project, 2022.003

NOW, THEREFORE, if the Obligee shall accept the bid of the Principal and the Principal shall enter into a Contract with the Obligee in accordance with the terms of such bid, and give such bond or bonds as may be specified in the bidding or Contract Documents with good and sufficient surety for the faithful performance of such Contract and for the prompt payment of labor and material furnished in the prosecution thereof, or in the event of the failure of the Principal to enter such Contract and give such bond or bonds, if the Principal shall pay to the Obligee the difference not to exceed the penalty hereof between the amount specified in said bid and such larger amount for which the Obligee may in good faith contract with another party to perform the Work covered by said bid, then this obligation shall be null and void, otherwise to remain in full force and effect.

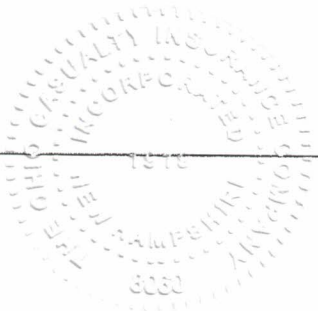
Signed and sealed this 12th day of May, 2022

Witness

Woodland Industries General Contracting Inc (Seal)
Principal
Dave Schmidt - Office manager
Title

Christopher Kinyon
Christopher Kinyon
Witness

The Ohio Casualty Insurance Company
By Jamie L. Marques
Attorney-in-Fact
Jamie L. Marques





This Power of Attorney limits the acts of those named herein, and they have no authority to bind the Company except in the manner and to the extent herein stated.

Item 9.1

Liberty Mutual Insurance Company
The Ohio Casualty Insurance Company
West American Insurance Company

Certificate No: 8207353-023049

POWER OF ATTORNEY

KNOWN ALL PERSONS BY THESE PRESENTS: That The Ohio Casualty Insurance Company is a corporation duly organized under the laws of the State of New Hampshire, that Liberty Mutual Insurance Company is a corporation duly organized under the laws of the State of Massachusetts, and West American Insurance Company is a corporation duly organized under the laws of the State of Indiana (herein collectively called the "Companies")...

IN WITNESS WHEREOF, this Power of Attorney has been subscribed by an authorized officer or official of the Companies and the corporate seals of the Companies have been affixed thereto this 17th day of February, 2022.



Liberty Mutual Insurance Company
The Ohio Casualty Insurance Company
West American Insurance Company

By: [Signature]
David M. Carey, Assistant Secretary

Not valid for mortgage, note, loan, letter of credit, currency rate, interest rate or residual value guarantees.

State of PENNSYLVANIA ss
County of MONTGOMERY

On this 17th day of February, 2022 before me personally appeared David M. Carey, who acknowledged himself to be the Assistant Secretary of Liberty Mutual Insurance Company, The Ohio Casualty Insurance Company, and West American Insurance Company, and that he, as such, being authorized so to do, execute the foregoing instrument for the purposes therein contained by signing on behalf of the corporations by himself as a duly authorized officer.

IN WITNESS WHEREOF, I have hereunto subscribed my name and affixed my notarial seal at King of Prussia, Pennsylvania, on the day and year first above written.



Commonwealth of Pennsylvania - Notary Seal
Teresa Pastella, Notary Public
Montgomery County
My commission expires March 28, 2025
Commission number 1126044
Member, Pennsylvania Association of Notaries

By: [Signature]
Teresa Pastella, Notary Public

This Power of Attorney is made and executed pursuant to and by authority of the following By-laws and Authorizations of The Ohio Casualty Insurance Company, Liberty Mutual Insurance Company, and West American Insurance Company which resolutions are now in full force and effect reading as follows:

ARTICLE IV - OFFICERS: Section 12. Power of Attorney.

Any officer or other official of the Corporation authorized for that purpose in writing by the Chairman or the President, and subject to such limitation as the Chairman or the President may prescribe, shall appoint such attorneys-in-fact, as may be necessary to act in behalf of the Corporation to make, execute, seal, acknowledge and deliver as surety any and all undertakings, bonds, recognizances and other surety obligations.

ARTICLE XIII - Execution of Contracts: Section 5. Surety Bonds and Undertakings.

Any officer of the Company authorized for that purpose in writing by the chairman or the president, and subject to such limitations as the chairman or the president may prescribe, shall appoint such attorneys-in-fact, as may be necessary to act in behalf of the Company to make, execute, seal, acknowledge and deliver as surety any and all undertakings, bonds, recognizances and other surety obligations.

Certificate of Designation - The President of the Company, acting pursuant to the Bylaws of the Company, authorizes David M. Carey, Assistant Secretary to appoint such attorneys-in-fact as may be necessary to act on behalf of the Company to make, execute, seal, acknowledge and deliver as surety any and all undertakings, bonds, recognizances and other surety obligations.

Authorization - By unanimous consent of the Company's Board of Directors, the Company consents that facsimile or mechanically reproduced signature of any assistant secretary of the Company, wherever appearing upon a certified copy of any power of attorney issued by the Company in connection with surety bonds, shall be valid and binding upon the Company with the same force and effect as though manually affixed.

I, Renee C. Llewellyn, the undersigned, Assistant Secretary, The Ohio Casualty Insurance Company, Liberty Mutual Insurance Company, and West American Insurance Company do hereby certify that the original power of attorney of which the foregoing is a full, true and correct copy of the Power of Attorney executed by said Companies, is in full force and effect and has not been revoked.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed the seals of said Companies this 12th day of May, 2022.



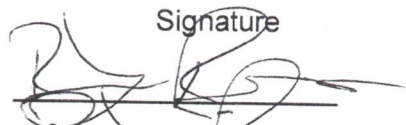


By: [Signature]
Renee C. Llewellyn, Assistant Secretary

For bond and/or Power of Attorney (POA) verification inquiries, please call 610-832-8240 or email HOSUR@libertymutual.com.

SIGNATURE AUTHORIZATION FORM MINUTES OF MEETING OF DIRECTORS

The meeting of the Board of Directors of Woodland Industries, a Washington Corporation, was held on the 28 day of July, 2017 at the corporation office at 10715 1st Ave E, Puyallup, WA. Present were R. Lee Rogers, R. Lee Rogers, and Dona Schmidt, being all of the Directors of the Corporation, R. Lee Rogers acted as chairman and Dona Schmidt acted as Secretary of the Meeting.


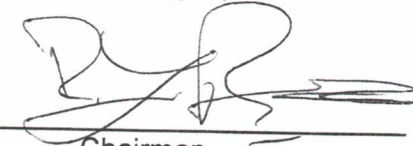
Nomination of Officers for the ensuing year ending Dec, 2017 were then had. The following nominations were made and seconded for the respective office, to wit:

	Print/Type	Signature
President	<u>R. Lee Rogers</u>	
Vice President	<u>R. Lee Rogers</u>	
Secretary/Treasurer	<u>Dona Schmidt</u>	

There being no other nominations, upon motion made and seconded, the nominations were declared closed. Thereupon, the nominees were unanimously elected to the Office or Offices to which each had been nominated.

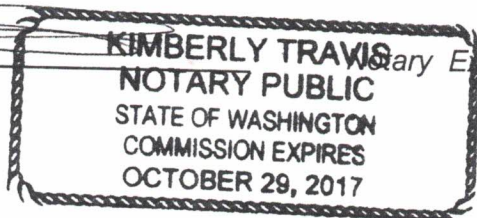
It was declared that R. Lee Rogers, R. Lee Rogers and Dona Schmidt have authority to sign any documents on behalf of the corporation Woodland Industries.

There being no further business to come before the meeting, upon seconded motion, the meeting was adjourned.

Attest:  Secretary of the Meeting
 Chairman

Subscribed and sworn to me this 28th day of July, 2017

If required:
Notary Public 



Notary Expires: 10-29-17