

Spokane Park Board

3:30 p.m. Nov. 14, 2019

City Council Chambers, lower level City Hall 808 W. Spokane Falls Blvd., Spokane, Washington

Park Board Members:

X Nick Sumner – President

X Jennifer Ogden – Vice President

X Garrett Jones – Interim Secretary

X Ted McGregor

Rick Chase (Absent/excused)

X Greta Gilman

Sally Lodato (Absent/excused)

X Gerry Sperling

X Jamie SiJohn

X Bob Anderson

X Barb Richey

X Mike Fagan – City Council Liaison

Parks Staff:

Jason Conley Fianna Dickson Mark Buening

Al Vorderbrueggen Jennifer Papich

Angel Spell

Jonathan Moog

Berry Ellison Megan Qureshi

Mark Poirier

Pamela Clarke

Guests:

Jerry Unruh Melissa Huggins Carol Neupert Yvonne Trudeau Terri Fortner

Karen Mobley

MINUTES

(Click **HERE** to view a video recording of the meeting.)

 Roll Call: Pamela Clarke See above

2. Additions or deletions to the agenda

A. None

3. Consent agenda

A. <u>Administrative consent agenda items</u> – Nick Sumner presented the following administrative consent agenda items:

- 1) Oct. 10, 2019, regular Park Board meeting minutes Administrative
- 2) Claims for the month of October 2019 (\$3,344,799.55) Administrative
- 3) Bacon Concrete change order #1/Park Pathways (\$19,667.34, tax inclusive) Land Committee
- 4) Garco Construction change order #21/Pavilion and Promenade (\$148,380, plus tax) Riverfront Park Committee
- 5) Hill International amendment #9/Park-wide program and north bank construction management support (\$60,500, no tax) *Riverfront Park Committee*
- 6) Desautel Hege Communications contract extension (\$147,000, no tax) Finance Committee

Motion No. 1: Nick Sumner moved to approve Consent Agenda items #1 - #6, as presented.

Jennifer Ogden seconded.

Motion carried with unanimous consent (9-0 vote).

4. Special Guests:

A. <u>Spokane Youth and Senior Centers' Association quarterly update</u> – *Jerry Unruh*, Hillyard Senior Center executive director, presented a recap of the activities, fundraising accomplishments and participation hours for the third quarter of 2019 at Spokane's 10 youth, senior and community centers.

5. Financial report and budget update: — Mark Buening provided the October financial report and budget update. Parks Fund revenue is tracking at 126.99% of the projected budget. Parks Fund expenditures are tracking at 104.04% of the projected budget. The Golf Fund revenue is tracking at 111.79% of the projected budget. The Golf Fund expenditures are tracking at 96.38% of the projected budget. Of the \$68.06 million Riverfront Park Bond, \$53.77 million has been expended and \$3.59 million committed, leaving a \$10.7 million budget balance.

6. Committee Reports:

Urban Forestry Tree Committee: (The Nov. 5 meeting was canceled.) Rick Chase

- A. Action items: None
- B. The next regularly scheduled meeting is 4:15 p.m. Dec. 3, 2019, at the Woodland Center, Finch Arboretum.

Golf Committee: Nov.12, 2019, Gerry Sperling

- A. Action items: None
- B. The next scheduled meeting is 8 a.m., Dec. 10, 2019, Finch Arboretum, Woodland Center.

Land Committee: Nov. 6, 2019, Greta Gilman

A. Release of private road easement/Palisades Park – Al Vorderbrueggen presented the proposed release of a private road adjacent to Palisades Park. Parks currently maintains a private road easement through property adjacent to Palisades Park owned by the estate of Celeste Gusman. In 2010, the Park Board approved an agreement that Parks would eventually vacate the easement when other access became available. Recently, another access became available so staff is requesting the release of this private road easement.

Motion No. 2: Greta Gilman moved to vacate the road easement, as presented.

Barb Richey seconded.

Motion carried with unanimous consent (9-0 vote).

B. The next scheduled meeting is 4 p.m. Dec. 4, 2019, Woodland Center, Finch Arboretum.

Recreation Committee: (The Nov. 6 meeting was canceled.) Sally Lodato

- A. Action Item: None
- B. The next scheduled meeting is 5:15 p.m. Dec. 4, 2019, Woodland Center, Finch Arboretum.

Riverfront Park Committee: Nov. 11, 2019, Jennifer Ogden

A. <u>Höweler + Yoon Architects consultant contract/Stepwell art sculpture (\$390,000, tax inclusive)</u> – *Berry Ellison* presented the proposed Höweler + Yoon Architects consultant contract which is Phase 3 of the Lead Artist project at Riverfront Park. Initially, the proposal

was to include engineering, fabrication, delivery and installation of the Stepwell, as well as the contingency, tax, and insurance, in amount of \$440,000. Just prior to this Park Board meeting, Artist Meejin Yoon, who designed the art piece, requested the proposal be reduced to \$390,000 with the \$50,000 difference to be designated for the constructor to erect the artwork near the Bill Fearn Conservation Area on West Havermale Island. Spokane Arts Executive Director *Melissa Huggins* provided a brief report regarding the description and design of the artwork. The Stepwell is constructed of laminated layers of solid Alaskan yellow cedar, beams and a concealed steel structure anchored to concrete footings and piles. She explained the art piece does not have to be sealed as it naturally ages from its initial yellow tone to a silvery gray. If Parks chooses to seal it, the cost is estimated at \$6,000 per sealant treatment and could be sealed every four to five years.

Motion No. 3: Jennifer Ogden moved to approve the Höweler + Yoon Architects consultant contract, as presented, for the fabrication of the Stepwell art sculpture in the amount of \$390,000, tax inclusive.

Greta Gilman seconded.

Motion carried with unanimous consent (9-0 vote).

B. Spokane Arts consulting contract/Riverfront Park signature art piece (\$100,000, tax inclusive) – Berry Ellison presented the Spokane Arts consulting contract relating to the Riverfront Park signature art piece in the amount of \$100,000, tax inclusive. The proposal involves commissioning Spokane Arts to manage and administer a new art piece at Riverfront Park. The Joint Arts and Riverfront Park committees, recommend the call to artists be issued specifically to artists in the Inland Northwest and the scope of work should include an art marker.

Motion No. 4: Jennifer Ogden moved to approve the consulting contract to commission Spokane Arts to manage and administer the new art project in Riverfront Park in the amount of \$100,000 with a scope of work to include an art marker and the Call to Artists be specifically to artists in the Inland Northwest.

Jamie SiJohn seconded.

Motion carried with unanimous consent (9-0 vote).

C. Riverfront Park revenue stabilization resolution (\$200,000, no tax) – Jonathan Moog presented the Riverfront Park revenue stabilization resolution. Mr. Moog outlined the contributing factors for this year's \$590,000 shortfall, including the delayed opening of the Pavilion preventing significant revenue generation, non-bond supported FFE purchases, and the move of the Maintenance and Operations facility in anticipation of construction. Revenue from attractions and catering, which exceeded budget projections, helped reduce the shortfall to about \$200,000.

Motion No. 5: Jennifer Ogden moved to approve the Riverfront Park revenue stabilization resolution in the amount of \$200,000, no tax.

Gerry Sperling seconded.

The motion passed with unanimous consent (9-0 vote).

D. The next regularly scheduled meeting is at 8:05 a.m. Dec. 9, 2019, in the Pavilion conference room, Riverfront Park.

Finance Committee: Nov. 12, 2019, Bob Anderson

A. Spokane Parks Foundation Memorandum of Understanding/Riverfront Park all-inclusive playground funding plan – Jason Conley presented the proposed memorandum of understanding with the Spokane Parks Foundation which outlines the funding agreement for a \$900,000 Spokane Investment Pool (SIP) loan to fund the construction of a \$1.3 million, allinclusive playground in Riverfront Park. Mr. Conley introduced special guest and foundation executive director Terri Fortner. In 2017, Parks partnered with the Parks Foundation to raise monies, through private donations, to be used to fund the completion of the Riverfront Park Master Plan. This year, the foundation secured a \$1.3 million donation from Providence Health Care to fully fund an inclusive playground in Riverfront Park. The donor has committed 20% of the project funds per year, for a five-year period. To leverage bond construction in this quadrant of the park, along with mitigating future construction cost escalation, Parks is seeking SIP funds to construct the playground in 2020 which is before the donation funds are available. The donation funds would then be used to repay the SIP loan. Mr. Conley explained a SIP loan may only be granted to a city department. The foundation agreed to contribute \$400,000 as a down payment to the total project cost. Of the \$1.3 million, approximately \$250,000 will be set aside as contingency as a safe guard against any unknown factors.

Motion No. 6: Bob Anderson moved to adopt the Memorandum of Understanding with Spokane Parks Foundation which outlines the funding agreement to construct an all-inclusive playground on Havermale Island in Riverfront Park.

Barb Richey seconded Motion carried with unanimous consent (9-0 vote).

B. SIP loan resolution/Riverfront Park all-inclusive playground construction (not to exceed \$900,000) - Jason Conley presented the proposed Spokane Investment Pool (SIP) loan resolution outlining the funding mechanism to construct an all-inclusive playground on Havermale Island in Riverfront Park. The proposed resolution requests a SIP loan in the amount of \$900,000 to cover costs to construct the Shane's Inspiration Inclusive Playground. Recently, the foundation secured a \$1.3 million donation, to be dispersed over a five-year period, from Providence Health Care. Since the donation funds are disbursed to the foundation over a five-year period, the necessary funds will not be available in time to begin construction and complete the project in 2020. Delaying construction in this area would increase costs and completion of the playground would not align with the completion of adjacent bond-funded projects. These donation funds, received by the foundation, will be used to cover the SIP loan which will be taken out by Parks. The resolution states the foundation will make a \$400,000 down payment to Parks next month towards the playground project and will make biannual payments to Parks to cover the cost of the loan. The first draw from the \$900,000 loan will be \$650,000. The exact amount on the loan my not be determined until the loan closes. The estimated amount is \$900,000. Construction is scheduled to begin in the spring.

Motion No. 7: Bob Anderson moved to adopt the SIP loan resolution, not to exceed \$900,000, to fund the construction of an all-inclusive playground on Havermale Island in Riverfront Park.

Jennifer Ogden seconded Motion carried with unanimous consent (9-0 vote).

C. The next regularly scheduled meeting is a joint meeting with the Executive Team at 3 p.m.

Dec. 10, 2019, Conference Room 5A, 5th floor City Hall.

8. Reports:

Park Board President: Nick Sumner

1. Nick Sumner reported he recently met with the mayor elect. He said they had a very good conversation regarding Parks and Recreation and he looks forward to a continued positive relationship with the mayor's office.

Liaisons:

- 1. Conservation Futures Liaison No report was given.
- 2. Parks Foundation Liaison *Ted McGregor* expanded on the progress of the all-inclusive playground project in Riverfront Park. Through creative thinking and a strong partnership, this huge community project is on-course for completion in 2020.
- 3. Council Liaison No report was given.

Director: Garrett Jones

1. Garrett Jones announced Amy Lindsey was recently awarded the Employee of the Quarter for the City of Spokane. He reported Spokane is scheduled to host the 2021 Washington Recreation and Park Association annual conference, and the event will be co-chaired by Carissa Ware and Josh Oakes. Mr. Jones gave a shout out to Al Vorderbrueggen and his team for their hard work relating to the Higgins Point Overlook Project in Kendall Yards. The city unveiled the overlook in the West Central Neighborhood Oct. 17 in honor of the former, long-time director of West Central Community Center. Last month, the Spokane Tribal flag was raised on snx^w mene?, an island in Riverfront Park. Mr. Jones believes this tribute to the tribe is a reflection of a strong and growing relationship with the Spokane Tribe.

9. Executive Session:

A. None

10. Correspondence:

A. Letters/emails: None

B. Newsletters: Hillyard Senior Center

11. Public Comments: None

12. **Adjournment**: The meeting was adjourned at 4:43 p.m.

13. Meeting Dates:

A. Next Committee meeting dates:

Urban Forestry Committee: 4:15 p.m. Dec. 3, 2019, Woodland Center, Finch Arboretum

Land Committee: 4 p.m. Dec. 4, 2019, Woodland Center, Finch Arboretum Recreation Committee: 5:15 p.m. Dec. 4, 2019, Woodland Center, Finch Arboretum Riverfront Park Committee: 8:05 a.m. Dec. 9, 2019, Pavilion conference room, Riverfront Park

Golf Committee: 8 a.m. Dec. 10, 2019, Woodland Center, Finch Arboretum Finance Committee and Executive Team: 3 p.m. Dec. 10, 2019, 5A conference room, 5th floor City Hall

- B.
- Next regular Park Board meeting: 3:30 p.m. Dec. 12, 2019, City Council Chambers Next special Park Board meeting: 4 p.m. Dec. 19, 2019, Conference room 5A, 5th floor C. City Hall
- D. Park Board Study Session: No session scheduled at this time.

Minutes approved by:

Spokane Park Board Briefing Paper



Committee				
Committee meeting date				
Requester	Pamela Clarke		Phone number: 625-624	1
Type of agenda item	Consent	Discussion	O Information	O Action
Type of contract/agreement	O New O Re	enewal/extension C	Amendment/change order	Other
City Clerks file (OPR or policy #)	n/a			
Item title: (Use exact language noted on the agenda)	Oct. 10, 2019, re	gular Park Board meet	ing minutes	
Begin/end dates	Begins:	Ends:		Open ended
Background/history: Park Board minutes for the Oct. 10, 2019 Motion wording:		1		
Move to approve the Park Board minutes	as presented as	a consent agenda item		
Approvals/signatures outside Parks:	O Yes	O No		
If so, who/what department, agency or co			DI ana ata	
Name:	Email address:		Phone:	
Distribution:				
Fiscal impact: Expenditure Amount: n/a	○ Revenue	Budget code:		(4
Vendor: Existing vendor	New vendo	r		
Supporting documents:	•			
Quotes/solicitation (RFP, RFQ, RFB)			ontractors/consultants/vendors	
Contractor is on the City's A&E Roster - C			new contractors/consultants/	1 1000 CO C C C C C C C C C C C C C C C C C
UBI: Business license exp	mation date:	insurance Cert	ificate (min. \$1 million in Gener	ar clability)

Updated: 10/21/2019 3:23 PM



Spokane Park Board

3:30 p.m. Oct. 10, 2019

City Council Chambers, lower level City Hall 808 W. Spokane Falls Blvd., Spokane, Washington

Park Board Members:

X Nick Sumner – President Jennifer Ogden – Vice President

(absent/excused)

X Garrett Jones – Secretary

X Ted McGregor

X Rick Chase

X Greta Gilman

X Sally Lodato

X Gerry Sperling

X Jamie SiJohn

Bob Anderson (absent/excused)

X Barb Richey

X Mike Fagan – Council Liaison

Parks Staff:

Jason Conley

Fianna Dickson

Mark Buening

Al Vorderbrueggen Jennifer Papich

Jennilei Papio

Angel Spell

Jonathan Moog

Berry Ellison

Megan Qureshi

Carl Strong

Ryan Griffith

Nick Hamad

Mark Poirier

Pamela Clarke

MINUTES

(Click HERE to view a video recording of the meeting.)

1. Roll Call: Pamela Clarke

See above

2. Minutes:

A. Sept. 12, 2019, Park Board meeting minutes

Motion No. 1: Nick Sumner moved to approve the Sept. 12, 2019, Park Board meeting minutes.

Mike Fagan seconded.

Motion carried with unanimous consent (9-0 vote).

3. Additions or Deletions to the Agenda:

A. None

4. Special Guests:

A. None

5. **Claims**: Claims for the month of September 2019 – *Gerry Sperling*

Motion No. 2: Gerry Sperling moved to approve claims for the month of September 2019 in the amount of \$4,723,982.45.

Sally Lodato seconded.

Motion carried with unanimous consent (9-0 vote).

Guest:

Carol Neupert

6. Financial report and budget update: — Mark Buening provided the September financial report and budget update. Park Fund revenue is tracking at 127.38% of the projected budget. Parks expenditures are tracking at 105.47% of the projected budget. The Golf Fund revenue is tracking at 114.36% of the projected budget. The Golf Fund expenditures are tracking at 99.19% of the projected budget. Of the \$68.06 million Riverfront Park redevelopment bond budget, \$52.92 million has been expended and \$4.22 million committed, leaving a \$10.93 million budget balance.

7. **Special Discussion/Action Items:**

A. None

8. Committee Reports:

Urban Forestry Tree Committee: Oct. 1, 2019, Rick Chase

A. Action items: None

B. The next regularly scheduled meeting is 4:15 p.m. Nov. 5, 2019, at the Woodland Center, Finch Arboretum.

Golf Committee: Oct. 8, 2019, Gerry Sperling

A. <u>Heritage Links change order #1/Esmeralda Golf Course (\$90,063.57, tax inclusive)</u> – *Nick Hamad* presented the proposed change order #1 with Heritage Links for work at Esmeralda Golf Course in the amount of \$90,063.57, tax inclusive.

Motion No. 3: Gerry Sperling moved to approve change order #1 with Heritage Links for work on the Esmeralda Golf Course irrigation project in the amount of \$90,063.57, tax inclusive.

Sally Lodato seconded.

Motion carried with unanimous consent (9-0 vote).

B. <u>A1 Tree Service change order #1/Esmeralda Golf Course (\$24,373.96, tax inclusive)</u> – *Nick Hamad* presented the proposed change order #1 with A1 Tree Service for work at Esmeralda Golf Course in the amount of \$24,373.96, tax inclusive.

Motion No. 4: Gerry Sperling moved to approve change order #1 with A1 Tree Service for tree work at Esmeralda Golf Course in the amount of \$24,373.96, tax inclusive.

Sally Lodato seconded.

Motion carried with unanimous consent (9-0 vote).

C. <u>Downriver Golf Course Professional contract</u> – *Jason Conley* presented an overview of the Downriver Golf Course Professional contract. The current contract with Steve Conner for golf professional services at Downriver Golf Course will expire Dec. 31. This five-year contract includes a five-year renewal option. Following an evaluation of written proposals submitted in response to the RFP, the evaluation committee recommended awarding the contract to Mr. Conner. The Golf Committee approved the evaluation committee's recommendation.

Motion No. 5: Gerry Sperling moved to approve the Downriver Golf Course Professional contract, as presented.

Rick Chase seconded.

Motion carried with unanimous consent (9-0 vote).

D. The next scheduled meeting is 8 a.m., Nov.12, 2019, Finch Arboretum, Woodland Center.

Land Committee: Oct. 2, 2019, Greta Gilman

A. <u>Stanley Convergent Security sole source resolution/park facilities</u> – *Carl Strong* presented the Stanley Convergent Security sole source resolution for building security and monitoring services provided at several park facilities. This resolution will allow Parks to secure an additional year with Stanley, also known as Sonitrol, in the amount of \$19,000, plus tax.

Motion No. 6: Greta Gilman moved to approve the sole source resolution, as presented.

Sally Lodato seconded.

Motion carried with unanimous consent (9-0 vote).

B. <u>Ditches Unlimited construction contract/Manito Park Mirror Pond (\$265,766.09, tax inclusive)</u> – *Nick Hamad* presented the proposed construction contract with Ditches Unlimited for the construction of the Manito Park Mirror Pond project base bid and alternate #1 scopes of work in the amount of \$265,766.09, tax inclusive.

Motion No. 7: Greta Gilman moved to approve the construction contract with Ditches Unlimited, as presented, in the amount of \$265,766.09, tax inclusive.

Rick Chase seconded.

Motion carried with unanimous consent (9-0 vote).

C. <u>TD&H Engineering design and construction contract/Don Kardong Bridge (\$136,677, tax inclusive)</u> – Nick Hamad presented the proposed design and construction contract with TD&H Engineering for the Don Kardong Pedestrian Bridge rehabilitation project in the amount of \$136,677, tax inclusive.

Motion No. 8: Greta Gilman moved to approve the design contract with TD&H Engineering, as presented, in the amount of \$136,677, tax inclusive.

Sally Lodato seconded.

Motion carried with unanimous consent (9-0 vote).

D. The next scheduled meeting is 3:30 p.m. Nov. 6, 2019, Finch Arboretum, Woodland Center.

Recreation Committee: Oct. 2, 2019, Sally Lodato

A. Action items: None

B. The next scheduled meeting is 5:15 p.m. Nov. 6, 2019, Finch Arboretum, Woodland Center.

Riverfront Park Committee: Oct. 7, 2019, Ted McGregor

A. <u>West Havermale Island playground name proposal</u> – *Ted McGregor* presented the West Havermale Island playground name proposal. Mr. McGregor explained Park Board members have been advised of the proposed name prior to the meeting. Providence, who donated \$1 million to build an inclusive playground at West Havermale Island, is requesting the name remain confidential until the groundbreaking celebration which scheduled for this spring.

Motion No. 9: Ted McGregor moved to accept the West Havermale Island playground name

proposal.

Mike Fagan seconded.

Motion carried with unanimous consent (9-0 vote).

B. <u>Garco change order #20/Pavilion and Promenade (\$40,812, plus tax)</u> – *Berry Ellison* presented the proposed change order #20 with Garco Construction for work on the Pavilion and Promenade project in the amount of \$40,812, plus tax.

Motion No. 10: Ted McGregor moved the Park Board approve change order #20 with Garco Construction for work on the Pavilion and Promenade project in the amount of \$40,812, plus tax.

Gerry Sperling seconded.

Motion carried with unanimous consent (9-0 vote).

C. <u>Bernardo | Wills Architects amendment #5/North bank playground design services</u>
(\$84,317, no tax) – *Berry Ellison* presented the proposed amendment #5 with Bernardo | Wills Architects for design services on the north bank playground in the amount of \$84,317. *Greta Gilman* recused herself from this action item.

Motion No. 11: Ted McGregor moved the Park Board approved amendment #5 with Bernardo | Wills Architects for design services on the north bank playground in the amount of \$84,317, no tax.

Sally Lodato seconded.

Motion carried with an 8-0 vote (1 recusal).

D. <u>Riverfront Park redevelopment budget amendment #8</u> – *Berry Ellison* presented the proposed amendment to the Riverfront Park redevelopment budget. The amendment reallocates funds to the appropriate budgets and results in a zero variance to the overall bond budget.

Motion No. 12: Ted McGregor moved the Park Board approved amendment #8 to the Riverfront Park redevelopment budget as presented.

Barb Richey seconded.

Motion carried with unanimous consent (9-0 vote).

E. <u>Memorandum of Understanding with Public Facilities District for stormwater improvements and soil removal/North bank</u> – *Berry Ellison* presented the proposed MOU with the Spokane Public Facilities District for stormwater improvements and soil removal on the north bank. The MOU outlines the exchange of the PFD removing soil from the north bank for Riverfront providing stormwater drainage through the park for the Sportsplex.

Motion No. 13: Ted McGregor moved the Park Board approve the MOU with the Spokane Public Facilities District, as presented.

Mike Fagan seconded.

Motion carried with unanimous consent (9-0 vote).

F. Riverfront Park fees and charges – Jonathan Moog presented the proposed Riverfront Park

increase in fees and charges. The proposed fees and charges, in part, off sets the increase in minimum wage for temp/seasonal employees.

Motion No. 14: Ted McGregor moved the Park Board approve the proposed Riverfront Park fees and charges, as presented.

Sally Lodato seconded.

Motion carried with unanimous consent (9-0 vote).

G. The next scheduled meeting is 8:05 a.m. Nov. 11, 2019, in the Pavilion meeting room, Riverfront Park.

Finance Committee: Oct. 8, 2019, Gerry Sperling

A. <u>2020 Parks and Recreation Division budget</u> – *Garrett Jones* provided a high-level overview and priorities for next year's \$27.6 million proposed budget. Priorities are broken down into the \$14.58 million proposed operating budget and the \$2.75 million capital improvement plan. Mr. Jones commended staff for taking a team approach to the budget and for working collaboratively in coming up solutions to develop a balanced budget. Next year's overall operating budget increased 5% overall in comparison to 2018. One of the major adjustments made was an \$862,000 increase for temp seasonal positions.

Motion No. 15: Gerry Sperling moved the Park Board approve the 2020 Parks and Recreation Division budget, as presented.

Mike Fagan seconded.

Motion carried with unanimous consent (9-0 vote).

B. The next regularly scheduled meeting is 3 p.m. Nov. 12, 2019, in the Pavilion meeting room, Riverfront Park.

Bylaws Committee: Nick Sumner

A. Park Board Bylaws amendment/final reading – Nick Sumner presented an overview of the proposed Park Board Bylaws amendment to add a consent agenda to the Park Board's order of business. The board reviewed the details of the proposed amendment at the Sept. 12 Park Board when the first reading was presented. Mr. Sumner explained the consent agenda will allow the board to approve routine, procedural items together without discussion or individual motions. The consent agenda could include administrative consent items, such as meeting minutes and claims, and committee consent items, such as change orders and contract amendments. The amendment involves adding the consent agenda to the Park Board order of business and adding Section 9.2 to the Bylaws. Ted McGregor inquired as to the procedure for committee-level recommendations. Garrett Jones explained each committee may determine, at the committee level, if a recommendation is to come before the Park Board as a consent or regular agenda action item. Mr. Jones added that an infographic outlining the consent agenda process is available in the meeting packets and in the online Park Board Toolkit. If the amendment is approved, the consent agenda will be put into play for the next Park Board meeting.

Motion No. 16: Nick Sumner moved the Park Board approve the Park Board Bylaws amendment, as presented.

Barb Richey seconded.

Motion carried with unanimous consent (9-0 vote).

9. **Reports**:

President: Nick Sumner

1. Mr. Sumner thanked staff for their work on the 2020 budget. As Parks continues toward completion of the Riverfront Park redevelopment, he also envisions an exciting road ahead for improvements to the other parks in the community.

Liaison reports:

- 1. Conservation Futures No report was given
- 2. Parks Foundation *Ted McGregor* reported *Carol Neupert* will end her tenue in December as the Riverfront Spokane campaign director.
- 3. City Council *Mike Fagan* reported next Monday the council will be reviewing and scheduled to take action on two resolutions involving recent studies on the downtown and U District parking.

Director: Garrett Jones

1. Mr. Jones reported on the devastating impacts of this week's unseasonable storm which brought an early wet snow to Spokane. *Al Vorderbrueggen* and *Angel Spell* presented images and a brief report on the damages sustained due to fallen trees and branches primarily in the South Hill area. Audubon Park and Esmeralda Golf Course also sustained considerable damage.

10. **Executive Session:**

A. None

11. Correspondence:

A. Letters/emails: None

B. Newsletters: None

12. Public Comments:

A. None

13. **Adjournment**: The meeting was adjourned at 5:33 p.m.

14. Meeting Dates:

A. Next Committee meeting dates:

Urban Forestry Committee: 4:15 p.m. Nov. 5, 2019, Woodland Center, Finch Arboretum

Land Committee: 3:30 p.m. Nov. 6, 2019, Woodland Center, Finch Arboretum Recreation Committee: 5:15 p.m. Nov. 6, 2019, Woodland Center, Finch Arboretum Riverfront Park Committee: 8:05 a.m. Nov. 11, 2019, Pavilion conference room, Riverfront Park

Golf Committee: 8 a.m. Nov. 12, 2019, Finch Arboretum, Woodland Center Finance Committee: 3 p.m. Nov. 12, 2019, Pavilion conference room, Riverfront Park

- B. Next Park Board: 3:30 p.m. Nov. 14, 2019, City Council Chambers
- C. Park Board Study Session: No session scheduled at this time.

Minutes approved by:	
	Garrett Jones, Interim Director of Parks and Recreation

Spokane Park Board Briefing Paper



his control of the co			
Committee			
Committee meeting date			
Requester	Pamela Clarke	Phone number: 625-624	1
Type of agenda item	Consent Discussion	Information	O Action
Type of contract/agreement	New Renewal/extension	O Amendment/change order	Other
City Clerks file (OPR or policy #)	n/a		
Item title: (Use exact language noted on the agenda)	Claims – October 2019		
Begin/end dates	Begins: 10/01/2019 End	ds: 10/31/2019	pen ended
Claims for the month of October 2019 in a Motion wording: Move to approve claims for the month of		item.	
Approvals/signatures outside Parks:	○ Yes		
If so, who/what department, agency or c		D.I.	
Name:	Email address:	Phone:	
Distribution:			
Fiscal impact: Expenditure Amount: n/a	Revenue Budget code:		Н
Vendor: Existing vendor Supporting documents: Quotes/solicitation (RFP, RFQ, RFB) Contractor is on the City's A&E Roster - C UBI: Business license exp	ity of Spokane 🔲 ACH Form	ew contractors/consultants/vendors s (for new contractors/consultants/ve Certificate (min. \$1 million in Genera	

Updated: 10/21/2019 3:23 PM

CITY OF SPOKANE PARK AND RECREATION DEPARTMENT OCTOBER 2019 EXPENDITURE CLAIMS FOR PARK BOARD APPROVAL - NOVEMBER 14, 2019

PARKS & RECREATION:

TOTAL EXPENDITURES:	_ \$	310.29
CAPITAL OUTLAY	4	310.29
MAINTENANCE & OPERATIONS	\$	135,111.64
SALARIES & WAGES	\$	140,767.71
GOLF:		
CAPITAL OUTLAY	\$	852,881.31
RFP BOND 2015 IMPROVEMENTS:		
PARK CUMULATIVE RESERVE FUND	\$	20,178.76
CAPITAL OUTLAY	\$	660,002.13
MAINTENANCE & OPERATIONS	\$	627,639.95
SALARIES & WAGES	\$	907,907.76

Spokane Park Board Briefing Paper



Committee	Land Committee
Committee meeting date	Nov. 6, 2019
Requester	Nick Hamad
Requester phone number	509.363.5452
Type of agenda item	● Consent
Type of contract	New Renewal/extension Amendment/change order Other
City Clerks file (OPR or policy #)	2019-0440
Item title: (Use exact language on the agenda)	Bacon Concrete change order/Park Pathways (\$19,667.34, tax inclusive)
Begin/end dates	Begins: Oct. 1, 2019 Ends: Jan. 30, 2020 Open ended
Impact if not approved at this time	Delay to Construction start
play area 'pit' to improve safety and security	Pathways project imports approximately 3,000 cubic yards of soil to fill the old within the park. The adjustment also provides new lawn area for park users. nd replaces irrigation components affected by the new soil.
Recommendation/motion wording: Approve change order #1 with Bacon Concr	
Approvals/signatures outside Parks: If so, who/what department, agency or compound Name: Bacon Concrete, Inc	Yes No any: Email address: greg@baconconcrete.com Phone: (509) 924-3900
Distribution:	Thea Prince
Parks - Accounting	Cendy Pfortmiller
Parks – Pamela Clarke Requester: Nick Hamad	·
Grant Management Department/Name	· Skyler Brown
Fiscal impact: Expenditure	
Amount: \$19,667.34	Revenue Budget code: 1400-30210-94000-56310
Vendor: Existing vendor	New vendor
Supporting documents: Quotes/solicitation (RFP, RFQ, RFB) Contractor is on the City's A&E Roster - City Business license expiration date: 601-398-	

Updated: 8/29/2019 2:53 PM

Spokane Park Board Briefing Paper



	T S S S S S S S S S S S S S S S S S S S	
Committee	Riverfront Park Committee	
Committee meeting date	Nov. 11, 2019	
Requester	Berry Ellison Phone number: 509-6	25-6276
Type of agenda item	Consent Oiscussion Oinformation	O Action
Type of contract/agreement	New Renewal/extension • Amendment/change order	er O Other
City Clerks file (OPR or policy #)	OPR 2017-0373	
Item title: (Use exact language noted on the agenda)	Garco Construction change order #21/Pavilion and Promenade (\$'tax)	148,380, plus
Begin/end dates	Begins: 11/14/2019 Ends: 11/30/2019	Open ended
on cable net structure; add audio jack to exterior door width; add boulders to service water at utility outposts; upgraded (taller) concrete curb at North Gateway.	ange order: Unforeseen conditions (final payment); WiFi infrastructure event communications room; ring electrical changes; wall finish cha ice yard driveway; credit for two items - WiFi infrastructure at Cente) flagpole; purchase fencing; increased foundation for butterfly footin	nges; increase nnial Trail and
ě	21 for Pavilion and Promenade in the amount of \$148,380, plus tax.	
Approvals/signatures outside Parks:		
If so, who/what department, agency or co Name: Clancy Walsh		E3E 4600
	Email address: clancy@garco.com Phone: 509-	333-4666
Distribution: Parks – Accounting Parks – Pamela Clarke Requester: bellison@spokanecity.org Grant Management Department/Name:	jlbrown@spokanecity.org AnnaValdez@hillintl.com LorraineMead@hillintl.com dlarnold@spokanecity.org	
Fiscal impact: Expenditure	Revenue	
Amount: \$139,224	Budget code: 3346 49575 94000 56203 48114	
\$9,156	3346 49574 94000 56301 48120	
Vendor:	New vendor W-9 (for new contractors/consultants/vendo ACH Forms (for new contractors/consultants) Insurance Certificate (min. \$1 million in Gene	/vendors



Design-Build Change
For Use with DBIA Document No. 525, Standard Form of Agreement Between Owner and Design-Builder – Lump Sum (2010 Edition) and DBIA Document No. 530, Standard Form of Agreement Between Owner and Design-Builder - Cost Plus Fee with an Option for A Guaranteed Maximum Price (2010 Edition)

Change Order	Number: 21	Change Order Effective Date: 11/15/19 (date when executed by both parties)				
Project:	PAVILION DESIGN-BUILD PROJECT	Design-Builder's Project No: Date of Agreement:	172100 APRIL 13, 2017			
Owner:	CITY OF SPOKANE - PARKS & RECREATION DIVISION	Design-Builder: GARCO CO	,			

	AREA	DESCRIPTION OF CHANGE	<u>AMOUNT</u>
Item 1	PAV	Unforeseen and Rock – 3/1/19 to End	\$ 134,283
Item 2	PAV	RFP#20A – Added Boxes for Future WAPs/Mounting Changes	\$ 1,021
Item 3	PAV	RFP#21 – Testing of Cable Structure Bolts	\$ 718
Item 4	PAV	RFP#30R – Add Audio Jack to Event Comm Room	\$ 2,509
Item 5	PAV	Ring Electrical Changes – Mast Wall	\$ 3,001
Item 6	PAV	Admin Building – Changes to North Wall	\$ 8,877
Item 7	PAV	Admin Building – Increase size of Door 100A	\$ 1,982
Item 8	PAV	RFP#31 – Add Boulders to Service Yard Driveway	\$ 1,512
Item 9	PAV	Credit for Water at Utility Posts in the Ring	\$ -29,679
Item 10	PAV	Upgrade to the Flag Pole	\$ 15,000
Item 11	PROM	Credit for Extra Hand Holes on the CT	\$ -2,763
Item 12	PROM	Change Foundation to Butterfly to Footing	\$ 7,871
Item 13	PROM	Add Curb at Credit Union on North Bank & NE Entry	\$ 3,460
Item 14	PROM	Purchase West Havermale TL Fencing	\$ 588

						TO	TAL AN	MOUNT	\$	148,380)
Original C	ontract Pric	e:			\$	14,500,000					
Net Chang	ge by Previ	ous Change Ord	ers:		\$	5,976,688					
Net Chang	ge by GMP	Amendment:			\$	4,150,000					
Net Chang	ge by Chan	ge Order No <u>21</u>	_ <u>:</u>		\$	148,380					
New Cont	ract Price:						\$	24,77	5,068		
Original C Completio	ontract Sub on Date:	estantial					May 3	30, 2019			
Adjustmer	nts by Previ	ous Change Ord	ers:	64		(calendar	days)				
Adjustmer	nts by Chan	ge Order No	<u>21</u> :	0		(calendar	days)				
Revised S	Scheduled S	Substantial Comp	letion Date			August 2	, 2019				
Price and accordance	Contract Ti	ange Order, Ow me as stated ab A Document No.).	ove. Upon	execut	ion, this	Change Orde	r becoi	mes a Co	ontract	Docume	ent issued in
	OWNE	R:				ĺ	DESIG	N-BUILD	ER:		
	Ву:				_	Ву: _					
Printed Nar	me:				_	Printed Name: _					
Ti	itle:				_	Title: _					
Da	ate:				_	Date: _					





Pavilion Time/Material Unforseen Conditions/Rock Excavation Final Costs

				UNIT P	RICES				TOTALS		
Phase	Description	Quan, Unit	Labor	Material	Equip.	Garco Sub.	Labor	Material	Equip.	Garco Sub.	TOTAL
20007-01	Unforeseen Materials/Other Costs	1.0 MO	4	10,290			-	10,290	-	i -	10,290
02007-00	Unforeseen Sub Costs - NW Bobcat	1.0 LS	, -	.=		38,988	-	-		38,988	38,988
02007-01	Unforseen Conditions- Labor (Straight Time)	101.5 MH	52.00	-			5,278	-		·	5,278
02007-00	Schedule/Productivity Impact Costs-Equip.	1.0 LS	-	-	25,187			-	25,187	<u> </u>	25,187
02007-00	Schedule/Productivity Impact Costs-Material	1.0 LS	-	8,660	-		_	8,660			8,660
02007-00	Schedule/Productivity Impact Costs-Other	1.0 LS	-	29,460			-	29,460	Section 1 Company of the Company of	-	29,460
	Sick Leave Allocation	101.5 MH	0.875				89	-	-	***************************************	89
			-				.=	-			-
				SUB-TOTALS			5,367	48,410	25,187	38,988	117,952
	AD	D-ONS:	DH&P: on Gard	o (as subcontra	ctor) self-perfo	rmed work.	15.00%	(of Labor, Mate	rial & Equip.)		11,845
		(DH&P: on Gard	o (as subcontrac	ctor) subcontra	octed work	4.00% (of Subcontract)				1,560
										SUB-TOTAL	131,356
		1	nsurance			Γ	1.00%	(of Subtotal)			1,314
		E	Bond Premium				0.75%	(of Subtotal)		()	985
										SUB-TOTAL	133,655
		E	3 & O Tax				0.47%	(of Subtotal)			628
			TOTAL DO	TENTIAL CH							

SPECIFIC EXCLUSIONS:

WSST

GARCO CONSTRUCTION INC

Job Cost History Report From 03/01/19 To 08/27/19

UnPosted?

Including P.O. Receipts and Payroll in Progress

UliFos	teur		Including P.O). Receipts and Payroll in Progress		11-24	
	Tran		,			Unit	f Measure
Date	Type	Reference	Description	Additional Information	Hours	Quantity	Amount
Job: 17210	00 US PAVILION/PR	OMENADE					
	Phase: 02007-0	1 PAV UNDERGRND L	JNFORESEEN Cost Type: M Material				
04/30/19	AP ACTMAT		ACTION MATERIALS INC.	Invoice 53162 dated 4/17/19		43.00 LS	399.62
04/30/19	AP <u>ACTMAT</u>		ACTION MATERIALS INC.	Invoice 53197 dated 4/18/19		53.00 LS	483.51
		Subtotal for Ph	nase: 02007-01 PAV UNDERGRND UNFOF	RESEEN Cost Type: M Material	0.00	141.29	883.13
	Phase: 02007-0	1 PAV UNDERGRND U	JNFORESEEN Cost Type: O Other				
03/25/19	AP ELJAYX		ELJAY OIL CO. INC.	Invoice 0844638 dated 3/ 1/19			
03/31/19	AP ELJAYX		ELJAY OIL CO. INC.	Invoice 0845364 dated 3/13/19			
04/30/19	AP ACMCPA		ACME CONCRETE PAVING INC	Invoice 2019-023 dated 4/20/19			3,030.00
04/30/19	AP <u>ELJAYX</u>		ELJAY OIL CO. INC.	Invoice 0847009 dated 4/ 5/19			
07/30/19	AP ACTMAT		ACTION MATERIALS INC.	Invoice 56015 dated 7/ 8/19		3.75 LS	
07/30/19	AP ACTMAT		ACTION MATERIALS INC.	Invoice 56072 dated 7/10/19		3.50 LS	
07/31/19	AP .ACTMAT.		ACTION MATERIALS INC.	Invoice 56218 dated 7/16/19		6.00 LS	
07/31/19	AP ACTMAT		ACTION MATERIALS INC.	Invoice 56432 dated 7/23/19		2.25 LS	. /
07/31/19	AP <u>ELJAYX</u>		ELJAY OIL CO. INC.	Invoice 0854328 dated 7/12/19	7	MISSTAY ?	161.11 V
07/31/19	AP <u>ELJAYX</u>		ELJAY OIL CO. INC.	Invoice 0854679 dated 7/17/19	,	A COLOT	
07/31/19	AP <u>ELJAYX</u>		ELJAY OIL CO. INC.	Invoice 0854877 dated 7/19/19	-		210.33 🗸
07/31/19	AP <u>ELJAYX</u>		ELJAY OIL CO. INC.	Invoice 0854976 dated 7/22/19			
07/31/19	AP ELJAYX		ELJAY OIL CO. INC.	Invoice 0855223 dated 7/24/19			213.47
07/31/19	AP <u>PAPMAT</u>		PAPE' MACHINERY, INC.	Invoice 0855223 dated 7/24/19 Invoice 70191302 dated 7/9/19 Dogu 6/19 - 7/16 Invoice 70191303 dated 7/24/19 Dogu 7/19 - 28	- hall		4,905.95
07/31/19	AP <u>PAPMAT</u>		PAPE' MACHINERY, INC.	Invoice 70191303 dated 7/24/19	- 1,000	-	886.00
08/26/19	AP <u>WSTEQU</u>		WESTERN STATES EQUIPMENT	Invoice IN001062516 dated 8/15/19			
		Subtotal for Pl	nase: 02007-01 PAV UNDERGRND UNFOR	RESEEN Cost Type: O Other	0.00	282.03	9,406.86
Job 17210	0 Recap	Total fo	r Job: 172100 US PAVILION/PROMENAD	E	0.00	423.32	10,289.99

GARCO CONSTRUCTION INC

Job Cost History Report From 03/30/19 To 08/27/19

1	
I Inposted	,
UnPosted?	

Including P.O. Receipts and Payroll in Progress

Unit of Measure Tran Type Reference Date Description Additional Information Hours Quantity Amount Job: 172100 US PAVILION/PROMENADE Phase: 02007-00 PAVILION EARTHWORK/UTILI Cost Type: E Equipment 03/31/19 AP ACMCPA ACME CONCRETE PAVING INC Invoice 2019-012 dated 3/7/19 03/31/19 AP STAREN Invoice 376536-13 dated 3/15/19 STAR RENTALS Invoice IN000935985 dated 4/ 1/19 AP WSTEQU 04/26/19 WESTERN STATES EQUIPMENT Invoice 70182300 dated 4/22/19 04/30/19 AP PAPMAT PAPE' MACHINERY, INC. 04/30/19 AP UNIREN UNITED RENTALS, INC. Invoice 166699084-002 dated 4/ 2/19 04/30/19 AP UNIREN UNITED RENTALS, INC. Invoice 166699084-003 dated 4/13/19 04/30/19 AP UNIREN UNITED RENTALS, INC. Invoice 168088644-002 dated 4/25/19 04/30/19 AP WSTEQU WESTERN STATES EQUIPMENT Invoice IN000941917 dated 4/ 8/19 04/30/19 AP WSTEQU WESTERN STATES EQUIPMENT Invoice IN000960410 dated 4/29/19 04/30/19 AP WSTEQU WESTERN STATES EQUIPMENT Invoice IN000963067 dated 4/30/19 06/30/19 AP GCRTIR GCR TIRES & SERVICE Invoice 800-151880 dated 6/7/19 06/30/19 AP GCRTIR GCR TIRES & SERVICE Invoice 800-152645 dated 6/26/19 Invoice 70191301 dated 6/17/19 Do 224 06/30/19 AP PAPMAT PAPE' MACHINERY, INC. Invoice 396175-13 dated 6/19/19 112 (2352.42) 06/30/19 AP STAREN STAR RENTALS AP STAREN Invoice 396175A-13 dated 7/ 5/19 07/16/19 STAR RENTALS 07/22/19 AP STAREN STAR RENTALS Invoice 402412-13 dated 7/3/19 AP WSTEQU Invoice IN001024840 dated 7/ 8/19 07/22/19 WESTERN STATES EQUIPMENT Invoice 70200300 dated 7/ 9/19 07/30/19 AP PAPMAT PAPE' MACHINERY, INC. 04/30/19 EQ LL165 ROTATING LASER LEVEL Rate: 0.00 04/30/19 EQ DWT001 Water Truck, 2000 gal. Rate: 0.00 05/31/19 **EQ LL165** ROTATING LASER LEVEL Rate: 0.00 05/31/19 EQ DWT003 Rate: 0.00 2.550.00 Water Truck, 4000 gal 06/28/19 **EQ LL165** ROTATING LASER LEVEL Rate: 0.00 Rate: 0.00 06/28/19 EQ DWT003 Water Truck, 4000 gal 07/31/19 EQ LL165 ROTATING LASER LEVEL 07/31/19 EQ DWT003 Water Truck, 4000 gal Rate: 0.00 1,725,00 JC Record Use Tax 03/31/19 March use tax on EQ rentals 126.72 Job: 172100 US PAVILION/PROMENADE Phase: 02007-00 PAVILION EARTHWORK/UTILI Cost Type: E Equipment Subtotal for Phase: 02007-00 PAVILION EARTHWORK/UTILI Cost Type: E Equipment 0.00 0.00 25.186.61 Phase: 02007-00 PAVILION EARTHWORK/UTILI Cost Type: M Material 03/31/19 AP ACTMAT Invoice 52272 dated 3/4/19 180.00 LS ACTION MATERIALS INC. 03/31/19 AP ACTMAT ACTION MATERIALS INC. Invoice 52294 dated 3/6/19 225.00 LS 03/31/19 AP ACTMAT. ACTION MATERIALS INC. Invoice 52306 dated 3/7/19 200.00 LS 04/30/19 AP ACTMAT Invoice 52692 dated 4/ 1/19 197.00 LS ACTION MATERIALS INC. 04/30/19 AP ACTMAT ACTION MATERIALS INC. Invoice 52760 dated 4/3/19 347.00 LS

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04/30/19	AP <u>ACTMAT</u>	ACTION MATERIALS INC.	Invoice 53344 dated 4/23/19		36.00 LS	
04/30/19	AP <u>ACTMAT</u>	ACTION MATERIALS INC.	Invoice 53498 dated 4/26/19		72.97 LS	103.50
05/30/19	AP <u>ACTMAT</u>	ACTION MATERIALS INC.	Invoice 53679 dated 5/ 2/19		94.96 LS	220.58
06/30/19	AP <u>ACTMAT</u>	ACTION MATERIALS INC.	Invoice 54861 dated 6/ 5/19		113.00 LS	2,188.89 🗸
06/30/19	AP <u>ACTMAT</u>	ACTION MATERIALS INC.	Invoice 55557 dated 6/25/19		297.00 LS	3,152.25
06/30/19	AP <u>ACTMAT</u>	ACTION MATERIALS INC.	Invoice 55610 dated 6/25/19		71.00 LS	1,423.50
06/30/19	AP ACTMAT	ACTION MATERIALS INC.	Invoice 55652 dated 6/27/19		90.00 LS	1,571.47
	Phase: 02007-00 PAVILION EARTHW	ase: 02007-00 PAVILION EARTHWORK/U ORK/UTILI Cost Type: O Other	TTILI Cost Type: M Material	0.00	1,938.72	8,660.19
03/31/19	AP <u>ACMCPA</u>	ACME CONCRETE PAVING INC	Invoice 2018-227 dated 3/ 1/19			
03/31/19	AP ACMCPA	ACME CONCRETE PAVING INC	Invoice 2019-018 dated 3/18/19			
03/31/19	AP <u>ELJAYX</u>	ELJAY OIL CO. INC.	Invoice 0845120 dated 3/ 8/19			_
03/31/19	AP ELJAYX	ELJAY OIL CO. INC.	Invoice 0845190 dated 3/11/19			213.03
03/31/19	AP <u>ELJAYX</u>	ELJAY OIL CO. INC.	Invoice 0845534 dated 3/15/19			615.76
03/31/19	AP <u>ELJAYX</u>	ELJAY OIL CO. INC.	Invoice 0845633 dated 3/18/19			
03/31/19	AP ELJAYX	ELJAY OIL CO. INC.	Invoice 0845836 dated 3/20/19			
03/31/19	AP <u>ELJAYX</u>	ELJAY OIL CO. INC.	Invoice 0846006 dated 3/22/19			998.49
03/31/19	AP <u>ELJAYX</u>	ELJAY OIL CO. INC.	Invoice 0846105 dated 3/25/19			
03/31/19	AP <u>ELJAYX</u>	ELJAY OIL CO. INC.	Invoice 0846511 dated 3/29/19			928.23
04/30/19	AP ACMCPA	ACME CONCRETE PAVING INC	Invoice 2019-019 dated 4/ 5/19			
04/30/19	AP ACMCPA	ACME CONCRETE PAVING INC	Invoice 2019-020 dated 4/10/19			
04/30/19	AP ACMCPA.	ACME CONCRETE PAVING INC	Invoice 2019-021 dated 4/30/19 - Load			12,446.72
04/30/19	AP ACMCPA	ACME CONCRETE PAVING INC	Invoice 2019-024 dated 4/27/19			
04/30/19	AP ACMCPA	ACME CONCRETE PAVING INC	Invoice 2019-026 dated 4/30/19			803.00 🗸
04/30/19	AP <u>ELJAYX</u>	ELJAY OIL CO. INC.	Invoice 0302144 dated 4/26/19			643.75
04/30/19	AP ELJAYX	ELJAY OIL CO. INC.	Invoice 0846803 dated 4/ 3/19			
04/30/19	AP ELJAYX	ELJAY OIL CO. INC,	Invoice 0847596 dated 4/15/19			885.05
04/30/19	AP <u>ELJAYX</u>	ELJAY OIL CO. INC.	Invoice 0847805 dated 4/17/19			
04/30/19	AP <u>ELJAYX</u>	ELJAY OIL CO. INC.	Invoice 0848156 dated 4/22/19			286.11
04/30/19	AP <u>ELJAYX</u>	ELJAY OIL CO. INC.	Invoice 0848669 dated 4/29/19			
05/23/19	AP <u>ELJAYX</u>	ELJAY OIL CO. INC.	Invoice 0849085 dated 5/ 3/19			902.04
05/23/19	AP ELJAYX	ELJAY OIL CO. INC.	Invoice 0849177 dated 5/ 6/19			_
05/23/19	AP ELJAYX	ELJAY OIL CO. INC.	Invoice 0849413 dated 5/ 8/19			699.38
05/28/19	AP ACMCPA	ACME CONCRETE PAVING INC	Invoice 2019-027 dated 5/ 3/19			1,620.00
05/28/19	AP ACMCPA	ACME CONCRETE PAVING INC	Invoice 2019-029 dated 5/10/19			540.00
05/28/19	AP ELJAYX	ELJAY OIL CO. INC.	Invoice 0848864 dated 5/ 1/19			1,414.74
05/30/19	AP <u>ACMCPA</u>	ACME CONCRETE PAVING INC	Invoice 2019-028 dated 5/22/19			
05/30/19	AP <u>ACMCPA</u>	ACME CONCRETE PAVING INC	Invoice 2019-030 dated 5/15/19			
05/30/19	AP <u>ACTMAT</u>	ACTION MATERIALS INC.	Invoice 53767 dated 5/ 3/19		8.00 LS	
05/30/19	AP <u>ACTMAT</u>	ACTION MATERIALS INC.	Invoice 53936 dated 5/ 7/19		4.25 LS	
05/30/19	AP <u>ACTMAT</u>	ACTION MATERIALS INC.	Invoice 53946 dated 5/ 8/19			
05/30/19	AP <u>ACTMAT</u>	ACTION MATERIALS INC.	Invoice 54156 dated 5/14/19			
06/30/19	AP <u>ACTMAT</u>	ACTION MATERIALS INC.	Invoice 54742 dated 6/ 1/19		5.25 LS	
06/30/19	AP ELJAYX	ELJAY OIL CO. INC.	Invoice 0851295 dated 6/ 3/19			633.84
06/30/19	AP <u>ELJAYX</u>	ELJAY OIL CO. INC.	Invoice 0851520 dated 6/ 5/19			•

06/30/19	AP ELJAYX	ELJAY OIL CO. INC.	Invoice 0851534 dated 6/ 5/19			
06/30/19	AP ELJAYX	ELJAY OIL CO. INC.	Invoice 0851557 dated 6/ 5/19			070.00
06/30/19	AP ELJAYX	ELJAY OIL CO. INC.	Invoice 0851774 dated 6/ 7/19			276.28
06/30/19	AP ELJAYX	ELJAY OIL CO. INC.	Invoice 0852064 dated 6/12/19			0.0.0
06/30/19	AP ELJAYX	ELJAY OIL CO. INC.				918.15
06/30/19	AP ELJAYX	ELJAY OIL CO. INC.	Invoice 0852290 dated 6/17/19			
06/30/19			Invoice 0852853 dated 6/21/19			
	AP ELJAYX	ELJAY OIL CO. INC.	Invoice 0852934 dated 6/24/19			235.52
06/30/19	AP <u>ELJAYX</u>	ELJAY OIL CO. INC.	Invoice 0853160 dated 6/26/19			
06/30/19	AP <u>ELJAYX</u>	ELJAY OIL CO. INC.	Invoice 0853411 dated 6/28/19			291.56
07/16/19	AP <u>ELJAYX</u>	ELJAY OIL CO. INC.	Invoice 0853489 dated 7/ 2/19			796.27
07/16/19	AP <u>ELJAYX</u>	ELJAY OIL CO, INC.	Invoice 0853879 dated 7/ 8/19			
07/16/19	AP <u>ELJAYX</u>	ELJAY OIL CO. INC.	Invoice 0854140 dated 7/10/19			463.17
07/17/19	AP ACTMAT	ACTION MATERIALS INC.	Invoice 55737 dated 7/ 1/19		18.00 LS	2,727.00 🗸
07/17/19	AP <u>ELJAYX</u>	ELJAY OIL CO. INC.	Invoice 0853916 dated 7/ 8/19			121.56
07/31/19	AP <u>ACMCPA</u>	ACME CONCRETE PAVING INC	Invoice 2019-045 dated 7/ 1/19			•
	Subtotal for	Phase: 02007-00 PAVILION EARTHWORK/U	ITILI Cost Type: O Other	0.00	35.50	29,459.65
		WORK/UTILI Cost Type: S Subcontract	The observation of the second	0.00	33.30	25,435.03
05/30/19	AP NORBOB	NORTHSIDE BOBCAT SERVICE INC.	Invoice 3831 dated 5/13/19			6,000.00
06/30/19	AP NORBOB	NORTHSIDE BOBCAT SERVICE INC.	Invoice 3847 dated 6/ 6/19			2,500.00
07/30/19	AP NORBOB	NORTHSIDE BOBCAT SERVICE INC.	Invoice 3866 dated 7/ 1/19			2,500.00
07/30/19	AP NORBOB	NORTHSIDE BOBCAT SERVICE INC.	Invoice 3872 dated 7/ 15/19			2,000.00
07/30/19	AP NORBOB	NORTHSIDE BOBCAT SERVICE INC.	Invoice 3869 dated 7/ 1/19			2,000,00
07/31/19	AP NORBOB	NORTHSIDE BOBCAT SERVICE INC.	Invoice 3870 dated 7/15/19			25,988.00
07/31/19	AP NORBOB	NORTHSIDE BOBCAT SERVICE INC.	Invoice 3871 dated 7/15/19			20,000.00
	Subtotal for	0.00	35.50	38,988.00		
Job 172100	Recap Total	for Job: 172100 US PAVILION/PROMENADE	.	406.50	1,974.22	102,294.45





RIVERFRONT PARK MODERIZATION Request for Proposal (RFP)

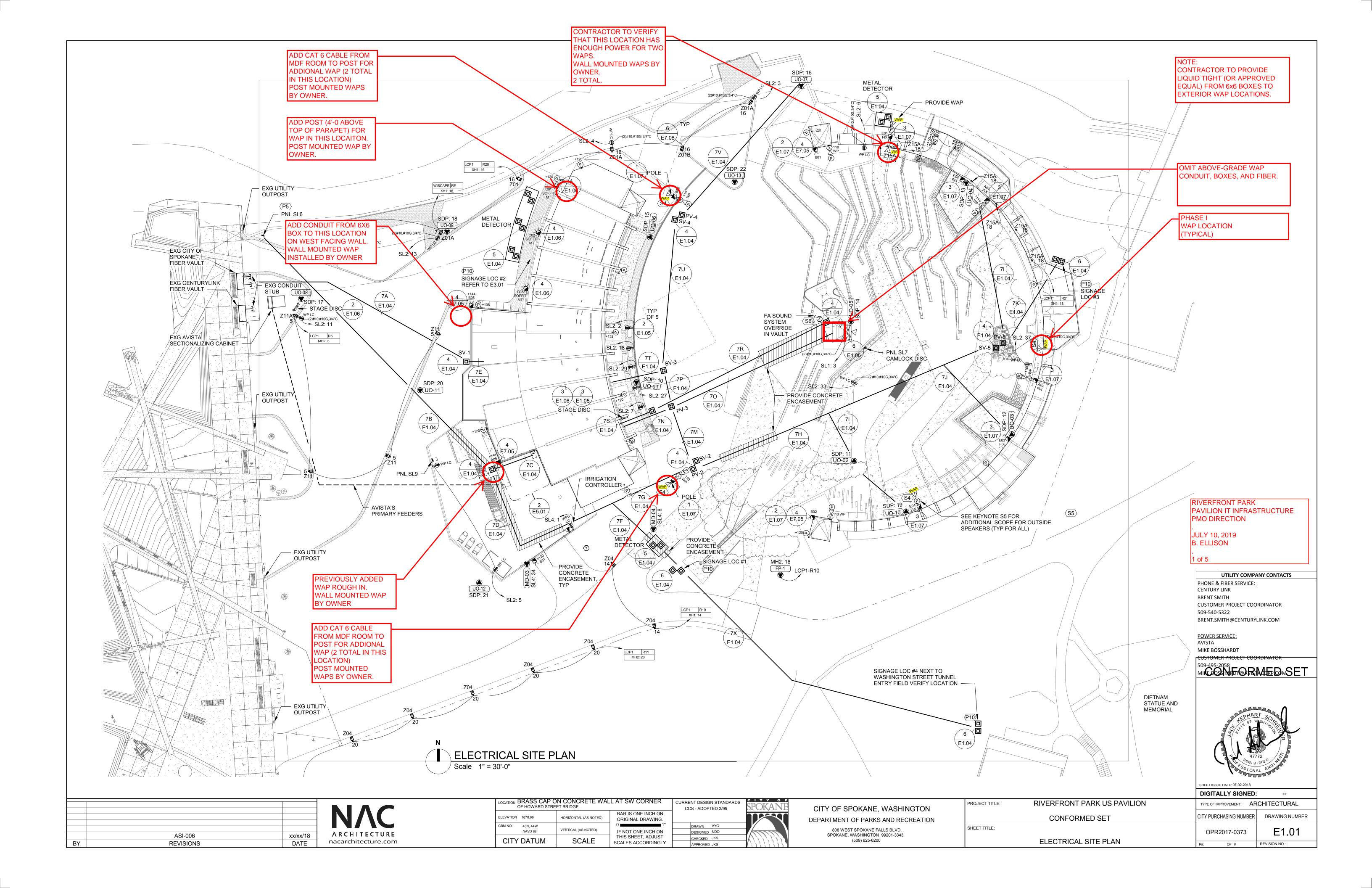
Project Name:	PAVILION		RFP No:	PAV 20 A
Project No.	SC6B0322000		Date:	7/11/19
Owner:	Spokane Parks Recreation	&		
Contractor:	Garco Construction		Architect/Eng:	NAC/Berger/Jacobs

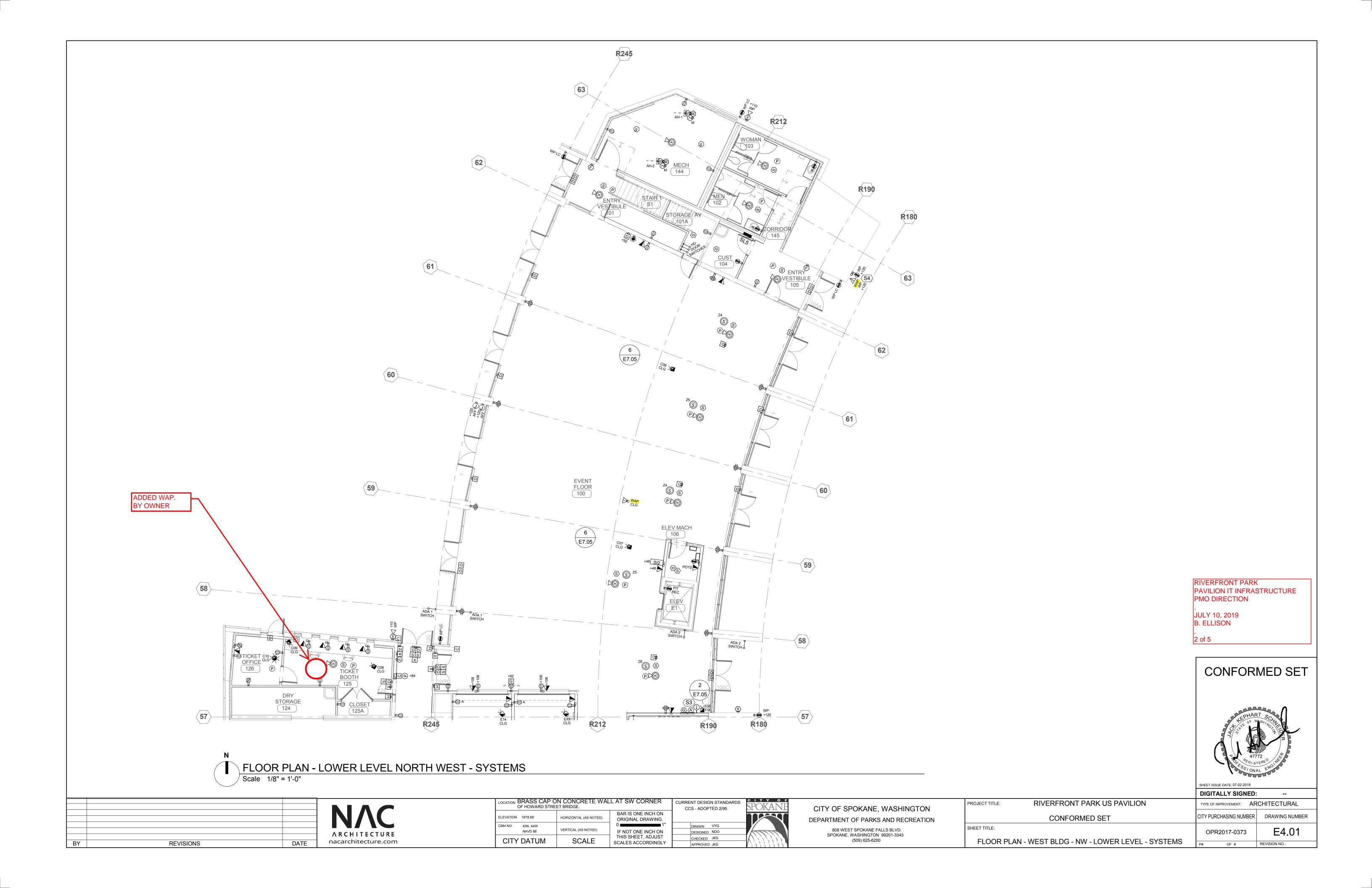
Please furnish your proposal for performing the changes outlined below and/or detailed on the attachments if applicable. The quotation should include an itemized breakdown of contractor and subcontractor costs, including labor, materials, rentals, approved services, and equipment. It should also include any schedule impact if applicable.

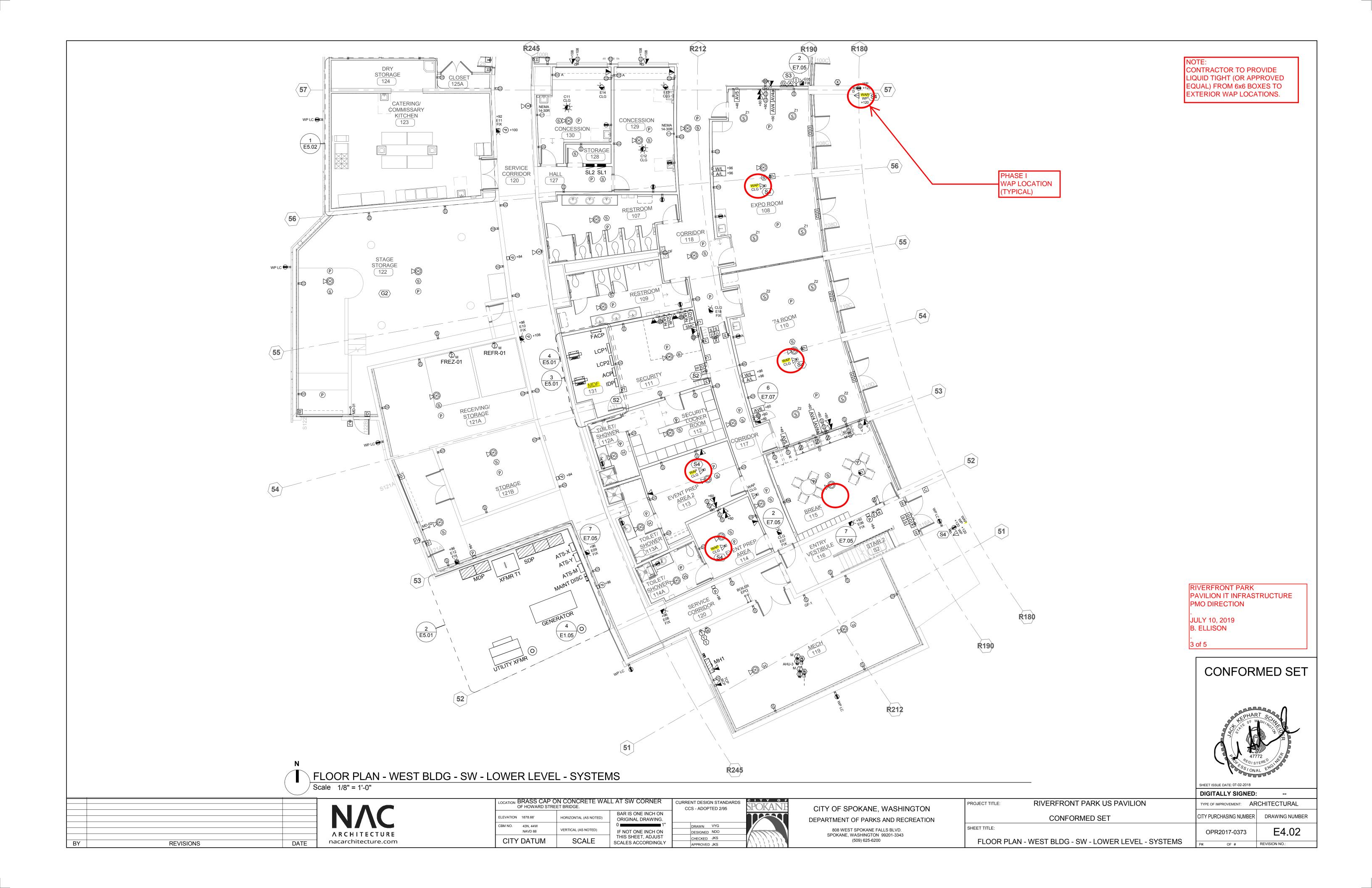
Description:

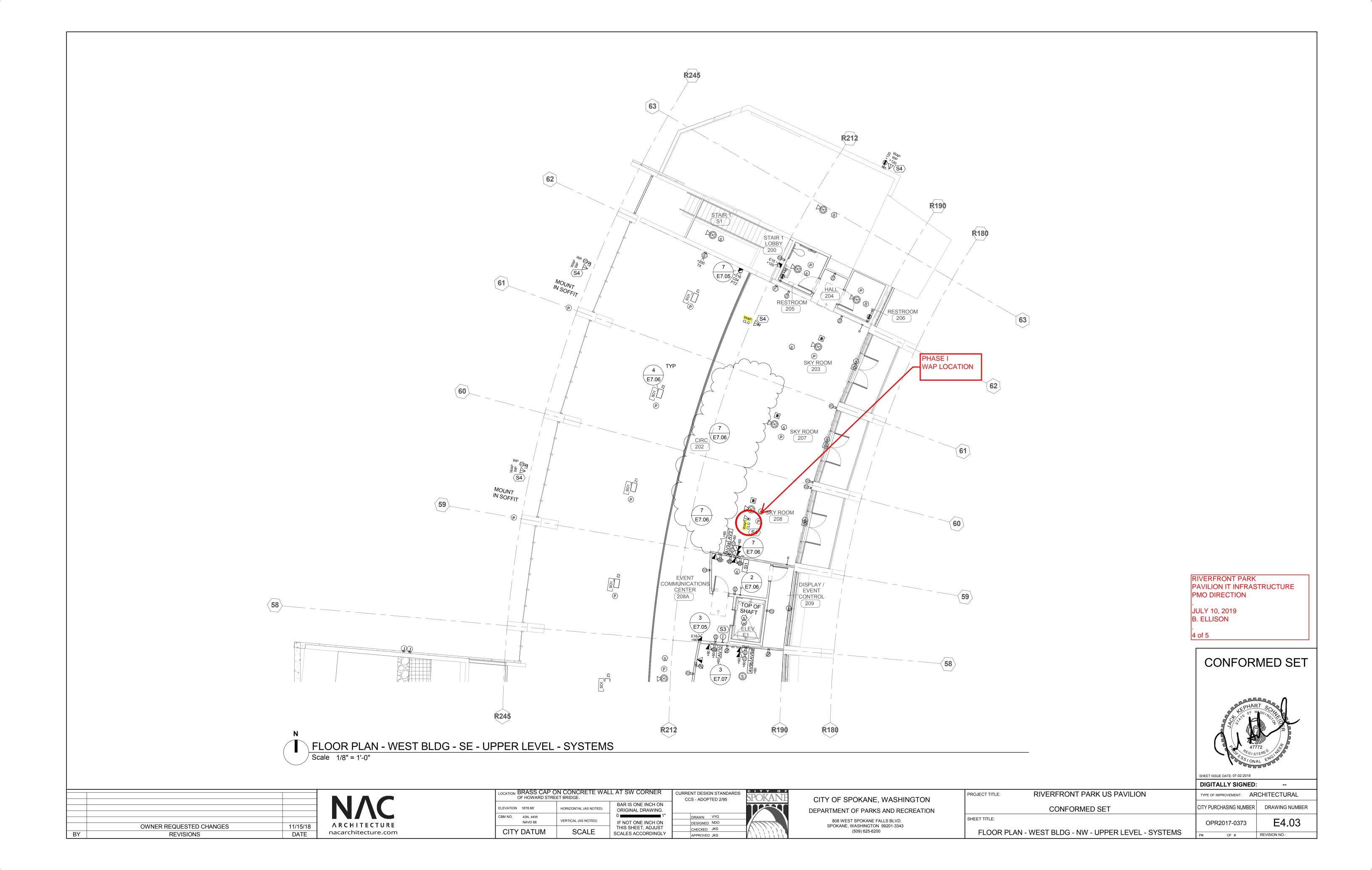
Provide pricing to provide and install 6 each - 6" x 6" x 6" NEMA boxes at the location of the future exterior WAPs. Terminate the fiber at these locations by coiling it up in the box to enable Parks to be able to install the WAPs at these locations in the future.

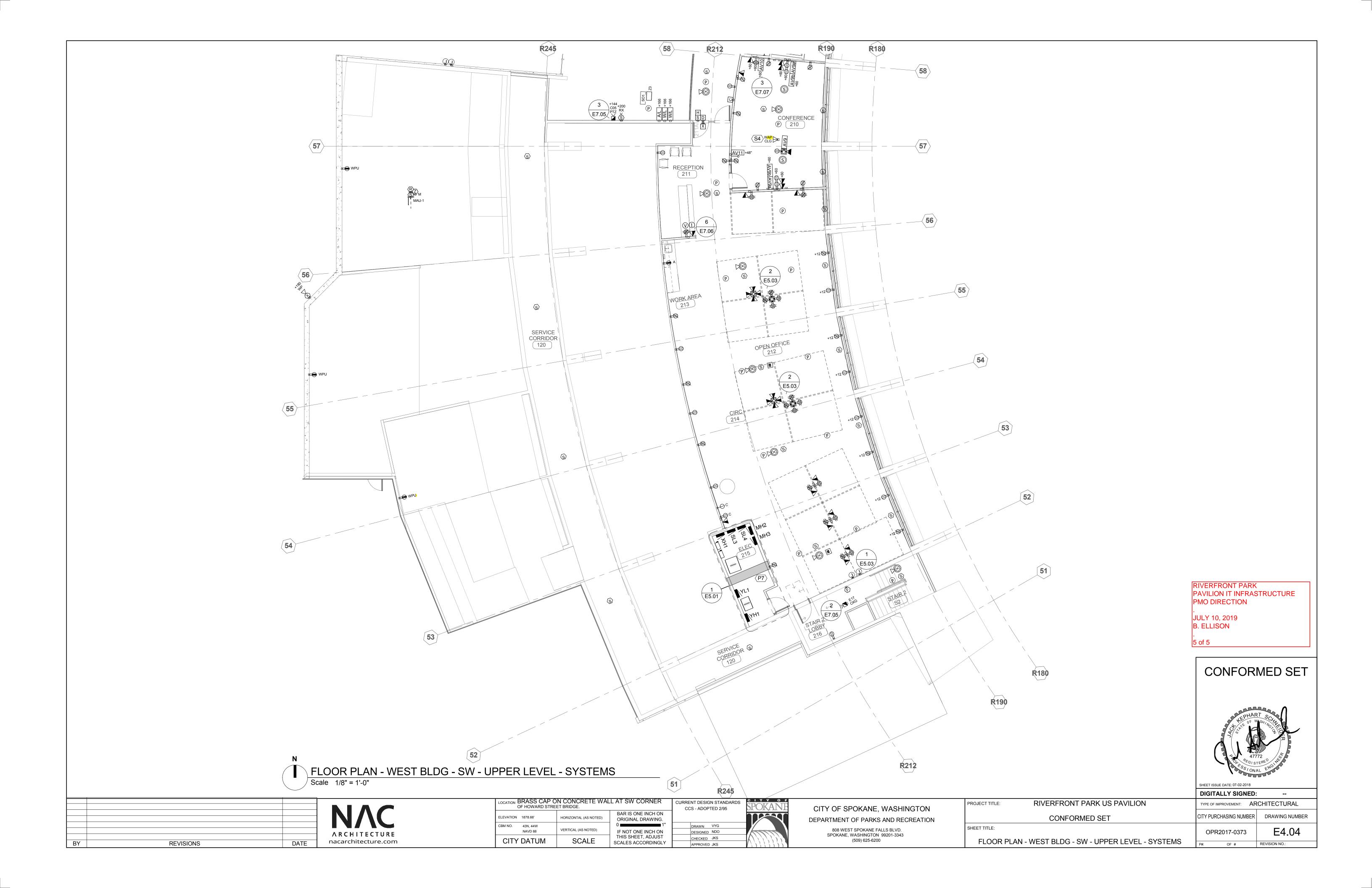
Modify this RFP to also include some added and changed mounting to the WAPs as noted on the attached drawings by BE dated 7/10/19.

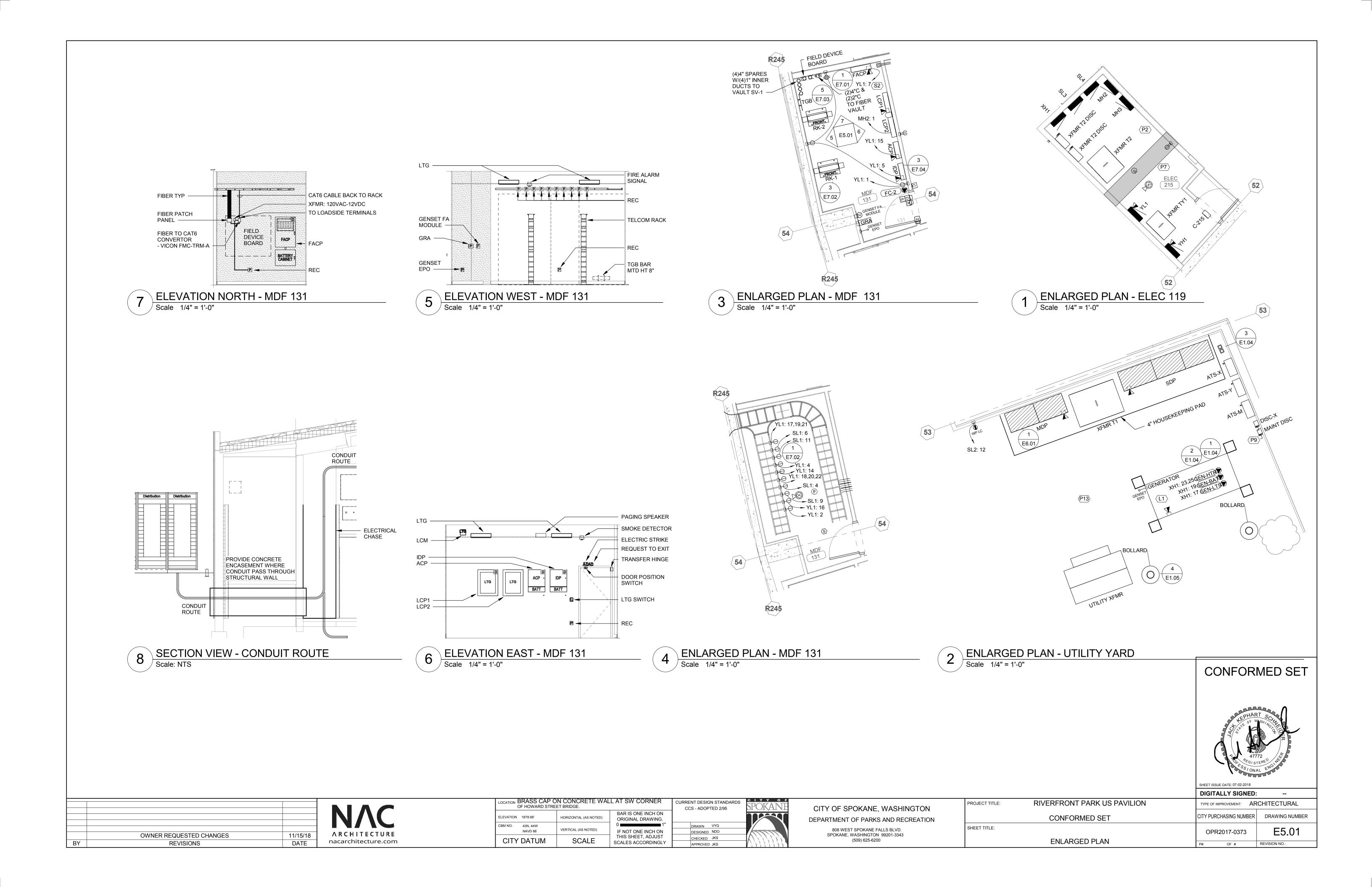












PCE WAPS T M CO

RFP # 20 A



			UNIT PRICES			TOTALS						
Phase	Description	Quan. Unit	Labor	Material	Equip.	Garco Sub.	Labor	Material	Equip.	Garco Sub.	ТО	TAL
,	PCE to Install WAPS @ US Pavilion as Per the Cities Direction	1.0 LS				960.00	-	-	-	960		960
		LS					-	-	-			
SUB-TOTALS								-	-	960		960
ADD-ONS: OH8				OH&P: on Garco (as subcontractor) self-performed work.				15.00% (of Labor, Material & Equip.)				-
				OH&P: on Garco (as subcontractor) subcontracted work				4.00% (of Subcontract)				38
										SUB-TOTAL		998
			Insurance				1.00%	(of Subtotal)				10
			Bond Premiun	n			0.75% (of Subtotal)					7
										SUB-TOTAL		1,016
			B & O Tax				0.47%	(of Subtotal)				5
TOTAL - CHANGE ORDER REQUEST							. \$	1,021				

SPECIFIC EXCLUSIONS:

1. WSST

Report Selections: Job: 2245500 Transaction Type: ALL Billing Status: ΑII Division: ALL Vendor Code: From Transaction Date: Inception Job Status: ALL Employee Code: ALL To Transaction Date: 10/21/19 Phase: MOD071 Equipment Code: ALL From 'PR' Work Date: Inception Cost Type: ALL To 'PR' Work Date: 10/21/19

POWER CITY ELECTRIC

Pre-Billing Report Sorted by Phase

G/L Date Type Sele	cted? Description	Tran Date Reference		Rate	Hours/Quantity	Extension	Markup	Total
Job: 2245500	GARCO/ US PAVILION							
Phase: MOD-071 W	/APS / Cost Type: L LABOR							
05/09/19 PR	SPOKANE FOREMAN	05/09/19 55045	Reg	64.000	2.00	128.00		128.00
	COORDINATION MEETING							
05/20/19 PR	SPOKANE FOREMAN	05/20/19 55545	Reg	64.000	2.00	128.00		128.00
	COORDINATION MEETING							
06/26/19 PR	SPOKANE FOREMAN	06/26/19 55752	Reg	64.000	2.00	128.00		128.00
	COORDINATION MEETING							
07/03/19 PR	SPOKANE FOREMAN	07/03/19 46777	Reg	64.000	2.00	128.00		128.00
	COORDINATION MEETING							
07/10/19 PR	SPOKANE FOREMAN	07/10/19 46777	Reg	64.000	2.00	128.00		128.00
	COORDINATION MEETING							
07/11/19 PR	SPOKANE FOREMAN	07/11/19 46777	Reg	64.000	2.00	128.00		128.00
	COORDINATION MEETING							
07/16/19 PR	SPOKANE FOREMAN	07/16/19 77152	Reg	64.000	2.00	128.00		128.00
	COORDINATION MEETING							
07/29/19 PR	SPOKANE FOREMAN	07/29/19 77152	Reg	64.000	1.00	64.00		64.00
	COORDINATION MEETING							
		Subtotal for Cost Type:	L LABOR	and a second or a	15.00	960.00	0.00	960.00
		Subtotal for Phase: MOI	0-071 WAPS	-	15.00	960.00	0.00	960.00
				Total for Jo	b: 2245500 GA	RCO/ US PAVILION	-	960.00

Total for Job: 2245500 GARCO/ US PAVILION





RIVERFRONT PARK MODERIZATION Request for Proposal (RFP)

Project Name:	PAVILION	RFP No:	PAV 21
Project No.	SC6B0322000	Date:	6/25/19
Owner:	Spokane Parks & Recreation		
Contractor:	Garco Construction	Architect/Eng:	NAC/Berger/Jacobs

Please furnish your proposal for performing the changes outlined below and/or detailed on the attachments if applicable. The quotation should include an itemized breakdown of contractor and subcontractor costs, including labor, materials, rentals, approved services, and equipment. It should also include any schedule impact if applicable.

Description:

Provide pricing to structurally test the existing bolts from both the Type A (~2) and Type B (~6) clamps for the Pavilion Cable Net Structure. Replace the Type A bolts with new ones to allow you to use the existing bolts for testing. Please provide the life expectancy of the bolts based on their current condition.

Strate Tensile Strength Test CO



			UNIT PRICES			TOTALS						
Phase	Description	Quan. Unit	Labor	Material	Equip.	Garco Sub.	Labor	Material	Equip.	Garco Sub.	TOTA	AL.
	Strata Tensile Strength Test	1.0 LS				675.33	-	-	-	675		675
		LS					-	-	-			
	1		l.	SUB-TOTALS	5		-	-	-	675	6	675
ADD-ONS:			OH&P: on Garco (as subcontractor) self-performed work.				15.00% (of Labor, Material & Equip.)					-
			OH&P: on Garco (as subcontractor) subcontracted work				4.00% (of Subcontract)					27
										SUB-TOTAL		702
			Insurance				1.00%	(of Subtotal)				7
			Bond Premiun	n			0.75%	(of Subtotal)				5
										SUB-TOTAL		715
			B & O Tax				0.47%	(of Subtotal)				3
TOTAL - CHANGE ORDER REQUEST									\$	718		

SPECIFIC EXCLUSIONS:

1. WSST



Garco Construction, Inc. Attn: Accts Payable PO Box 2946 Spokane, WA 99220-2946 Scott Battagalia Invoice Number:

SP190303-IN

Date:

08/31/2019

Project Manager:

Rick Woodworth

Project: SP16512I RIVERFRONT PARK PAVILION BOLT TENSION TESTING

Units	Rate	Billed Amount
2.00	100.00	200.00
1.00	50.00	50.00
10.00	0.70	7.00
		18.33
2.00	200.00	400.00
Invo	oice Total	675.33
	2.00 1.00 10.00	2.00 100.00 1.00 50.00 10.00 0.70

Please Remit to: 8653 W. Hackamore Drive, Boise, ID 83709 * Telephone: 208-376-8200 Fax: 208-376-8201

SEP - 5 2019

CARCO CONSTRUCTION

JOB #______PHASE #______CAT. #_____OK'D BY_____COMMENTS_____



Garco Construction, Inc. Attn: Accts Payable PO Box 2946 Spokane, WA 99220-2946 Scott Battagalia Invoice Number:

SP190303-IN

Date:

08/31/2019

Project Manager:

Rick Woodworth

Project: SP16512I RIVERFRONT PARK PAVILION BOLT TENSION TESTING

*	Units	Rate	Billed Amount
07/15/2019			
Project Manager	2.00	100.00	200.00
Project Administrator	1.00	50.00	50.00
Mileage	10.00	0.70	7.00
07/20/2019			
Shipping & Delivery			18.33
07/29/2019			
Steel - Tensile Strength - Structural or Reinforcing	2.00	200.00	400.00
Sample No. BL191034 & BL191035			
	Invo	ice Total	675.33

Please Remit to: 8653 W. Hackamore Drive, Boise, ID 83709 * Telephone: 208-376-8200 Fax: 208-376-8201

RECEIVED VIA EMAIL

SEP - 5 2019

GARCO CONSTRUCTION

JOB #______PHASE #______CAT. #______COMMENTS______





RIVERFRONT PARK MODERIZATION Request for Proposal (RFP)

Project Name:	PAVILION	RFP No:	PAV 30 R		
Project No.	SC6B0322000	Date:	10/3/19		
Owner:	Spokane Parks & Recreation				
Contractor:	Garco Construction	Architect/Eng:	NAC/Berger/Jacobs		

Please furnish your proposal for performing the changes outlined below and/or detailed on the attachments if applicable. The quotation should include an itemized breakdown of contractor and subcontractor costs, including labor, materials, rentals, approved services, and equipment. It should also include any schedule impact if applicable.

Description:

- Please install a 5-ft flexible music connection cord 3.5mm and RCA input at the PA rack in Even Communication room 208A. Include a storage draw at the PA rack for convenience, so we can use it for storing iPod/music devices while it plugs to flexible music cord.
- 2. Re-program of PA system to accept new music input. Currently there is a total of two zones for paging speakers which are interior speakers and exterior speakers. Plus, total of four music input including the new added music input.

RFP 30 RCA Audio Input to AV Equipment Track Co



				UNIT F	RICES				TOTALS		
Phase	Description	Quan. Unit	Labor	Material	Equip.	Garco Sub.	Labor	Material	Equip.	Garco Sub.	TOTAL
	PCE/Dimensional to install a 3.5mm input and RCA audio input to the AV Equipment Rack	1.0 LS				2,359.97	-	_	-	2,360	2,360
		LS					-	-	-	-	
	SUB-TOTALS 2,360								2,360		
ADD-ONS: OH&P: on Garco (as subcontractor) self-performed						ormed work.	15.00% (of Labor, Material & Equip.)				-
			OH&P: on Garco (as subcontractor) subcontracted work				4.00% (of Subcontract)				94
			×						4	SUB-TOTAL	2,454
			Insurance				1.00%	(of Subtotal)			25
			Bond Premiun	1			0.75% (of Subtotal)				18
										SUB-TOTAL	2,497
			B & O Tax				0.47%	(of Subtotal)			12
TOTAL - CHANGE ORDER REQUEST \$								\$ 2,509			

SPECIFIC EXCLUSIONS:

1. WSST



3327 E. Olive, Spokane WA 99202 (509) 535-8500, Ext 1016

fax (509) 535-8598

DATE 7-Oct-19

JOB MOD092-RFP30R
PROJECT Riverfront Park Pavilion

DESCRIPTION	AMT.		MTRL.	LABOR	MTRL. EXT.	LBR. EXT.	EXTENSION
		\$	-	\$0.00	\$0.00	\$0.00	\$0.00
PCE coordindaion	1	\$	-	\$130.00	\$0.00	\$130.00	\$130.00
Dimensional	1	\$	1,907.00	\$0.00	\$1,907.00	\$0.00	\$1,907.00
				#0.00	to 00	\$0.00	\$0.00
		\$	-	\$0.00	\$0.00	\$0.00	\$0.00
		\$	-	\$0.00	\$0.00		
		\$		\$0.00	\$0.00	\$0.00	\$0.00
		\$	-	\$0.00	\$0.00	\$0.00	\$0.00
		\$	_	\$0.00	\$0.00	\$0.00	\$0.00
		\$	_	\$0.00	\$0.00	\$0.00	\$0.00
		\$		\$0.00	\$0.00	\$0.00	\$0.00
		\$	_	\$0.00	\$0.00	\$0.00	\$0.00
		\$	_	\$0.00	\$0.00	\$0.00	\$0.00
		\$	_	\$0.00	\$0.00	\$0.00	\$0.00
		\$	_	\$0.00	\$0.00	\$0.00	\$0.00
		\$	-	\$0.00	\$0.00	\$0.00	\$0.00
		\$	_	\$0.00	\$0.00	\$0.00	\$0.00
		\$	_	\$0.00	\$0.00	\$0.00	\$0.00
		\$	_	\$0.00	\$0.00	\$0.00	\$0.00
		\$	_	\$0.00	\$0.00	\$0.00	\$0.00
		\$		\$0.00	\$0.00	\$0.00	\$0.00
		\$	_	\$0.00	\$0.00	\$0.00	\$0.00
		\$	_	\$0.00	\$0.00	\$0.00	\$0.00
		\$	_	\$0.00	\$0.00	\$0.00	\$0.00
-		\$		\$0.00	\$0.00	\$0.00	\$0.00
		\$	_	\$0.00	\$0.00	\$0.00	\$0.00
		\$	_	\$0.00	\$0.00	\$0.00	\$0.00
	SUBTOTAL	1		\$0.00	\$1,907.00	\$130.00	\$2,037.00
	CODICIAL	11		ψ0.00	Π Ψ1,007.00	4.00.00	2.0

DIRECT JO	B EXPENSES	
Truck	All Terrain cart	Lift
\$8.00		
Scissor Lift	Sm tools/Consum	PERMIT
	\$5.85	
HOUSE KEEPING	Safety	Large Tools
\$1.30		

MATERIAL TOTAL	\$1,907.00
LABOR TOTAL	\$130.00
JOB EXPENSE	\$15.15
SUBTOTAL	\$2,052.15
OH & P	\$307.82
TOTAL	\$2,359.97

DESCR	IDTI	\cap NI	\cap E	W	ov.



DIMENSIONAL COMMUNICATIONS, INC. RIVERFRONT PARK PAVILION AV SYSTEM CHANGE ORDER PROPOSAL

To: Steve Gilbertz Pro	rrespondence #: DCI-COP-005 oject: Riverfront Park Pavilion AV Systems Pages: 1 : job file / operations / accounting E-mail
We hereby propose the following project changes. Per RFI 30R provingut and an RCA audio input on the AV equipment rack. Provide a storage.	
The following will be provided:	
Add the following items: 1. 1 Middle Atlantic D2 Rack Drawer 2. 1 DCI Custom Rack Panel with 3.5mm connection, an 3. 16 Technician Installation Labor Hours 4. 1 Days Per Diem	\$ 152.00 \$ 85.00 \$ 1,520.00 \$ 150.00
	Total Added: \$ 1,907.00
Grand Total Change for RFP 30R Add	litions: \$ 1,907.00 + WSST
Respectfully Submitted,	
Dan Cann Project Manager	
Accepted by:	
Date:	



10/25/19

Pavilion – RFP#30R – Add Audio Jack to Event Comm room

The Cost of this work is a little high but probably reasonable based on the extra trip to the site and the subcontractor quotes.

Lorraine Mead





			UNIT PRICES				TOTALS				
Phase	Description	Quan. Unit	Labor	Material	Equip.	Garco Sub.	Labor	Material	Equip.	Garco Sub.	TOTAL
	PCE-MOD 65, Relocate 3" For Memeltric from Mast Wall to Mast Base	1.0 LS				1,604.00	-	-	-	1,604	1,604
	PCE-MOD 86, Add Flag Pole Light-Owner change to remove from ground	1.0 LS				1,700.00	-	-	-	1,700	1,700
	Credit for Light required by Code(replacement for existing)	1.0 LS				(500.00)	-	-	-	(500)	(500)
		LS	×				-	-	-	-	-
		LS					-	-	-	-	-
	,		SUB-TOTALS				-	u	-	3,304	2,804
	ADC	-ONS:	OH&P: on Garco (as subcontractor) self-performed work.				15.00% (of Labor, Material & Equip.)				_
			OH&P: on Garco (as subcontractor) subcontracted work				4.00% (of Subcontract)				132
							134			SUB-TOTAL	2,936
			Insurance				1.00%	(of Subtotal)			29
			Bond Premiun	n			0.75% (of Subtotal)				22
										SUB-TOTAL	2,988
			D 4 O Tay				0.47% (of Subtotal)				
		- C TAX	B & O Tax				(OI Subiolal)			14	
TOTAL - CHANGE ORDER REQUEST								\$ 3,001			

SPECIFIC EXCLUSIONS:

1. WSST





E. 3327 OLIVE SPOKANE, WA 99202 PHONE: (509) 535-8500 FAX: (509) 535-4665

Proposal

PROPOSAL SUBMITTED TO	Date
Garco Construction	8/22/19
STREET	JOB NAME
4114 E Broadway	MOD-86-Added flagpole light
CITY, STATE, AND ZIP CODE	JOB LOCATION
Spokane WA 99202	507 N Howard St Spokane, WA 99201
ATTN:	PHONE:
Rob Decker	509-535-4688

Scott and Rob,

Thank you for the opportunity to provide pricing for the above mentioned project. Our proposal is detailed as follows.

General Inclusions

- Add specified fixture.
- Need approval by end of this week to maintain pricing.

General Exclusions

- Tax.
- Removal and/or patching of Concrete, Asphalt, drywall or other finishes needed to complete install.
- Overtime.
- Bond.
- Engineering Fee's
- Anything not specifically included above in this proposal.

Total Price: \$1,700.00

Thank you for the opportunity,

Steve Gilbertz 509-481-0465 PM/Estimator



3327 E. Olive, Spokane WA 99202 (509) 535-8500, Ext 1016

fax (509) 535-8598

DATE 22-Aug-19

JOB MOD86-Added flag pole light PROJECT Riverfront Park Pavilion

DESCRIPTION	AMT.		MTRL.	LABOR	MTRL. EXT.	LBR. EXT.	EXTENSION
		\$	-	\$0.00	\$0.00	\$0.00	\$0.00
Estimation	1	\$	20.00	\$130.00	\$20.00	\$130.00	\$150.00
Fixture	1	\$	1,306.25	\$0.00	\$1,306.25	\$0.00	\$1,306.25
		\$	-	\$0.00	\$0.00	\$0.00	\$0.00
		\$	-	\$0.00	\$0.00	\$0.00	\$0.00
		\$	-	\$0.00	\$0.00	\$0.00	\$0.00
		\$	-	\$0.00	\$0.00	\$0.00	\$0.00
		φ.		\$0.00	\$0.00	\$0.00	\$0.00
		\$	-	\$0.00	\$0.00	\$0.00	\$0.00
		\$		\$0.00	\$0.00	\$0.00	\$0.00
		\$	_	\$0.00	\$0.00	\$0.00	\$0.00
		\$	_	\$0.00	\$0.00	\$0.00	\$0.00
		\$	_	\$0.00	\$0.00	\$0.00	\$0.00
		\$	_	\$0.00	\$0.00	\$0.00	\$0.00
		\$	_	\$0.00	\$0.00	\$0.00	\$0.00
		\$	_	\$0.00	\$0.00	\$0.00	\$0.00
		\$	_	\$0.00	\$0.00	\$0.00	\$0.00
		\$	-	\$0.00	\$0.00	\$0.00	\$0.00
		\$	-	\$0.00	\$0.00	\$0.00	\$0.00
		\$	-	\$0.00	\$0.00	\$0.00	\$0.00
		\$	-	\$0.00	\$0.00	\$0.00	\$0.00
		\$	-	\$0.00	\$0.00	\$0.00	\$0.00
		\$	-	\$0.00	\$0.00	\$0.00	\$0.00
		\$	-	\$0.00	\$0.00	\$0.00	\$0.00
		\$	-	\$0.00	\$0.00	\$0.00	\$0.00
		\$	-	\$0.00	\$0.00	\$0.00	\$0.00
	SUBTOTAL			\$0.00	\$1,326.25	\$130.00	\$1,456.25
		•					2.0

DIRECT JO	B EXPENSES	
Truck/Trailer	All Terrain cart	Lift
\$13.00		
Scissor Lift	Sm tools/Consum	PERMIT
	\$5.85	
HOUSE KEEPING	Safety	Large Tools
\$1.30		

MATERIAL TOTAL	\$1,326.25
LABOR TOTAL	\$130.00
JOB EXPENSE	\$20.15
SUBTOTAL	\$1,476.40
OH & P	\$221.46
TOTAL	\$1,697.86

ECC	DIE	TIC) IN	ᄕᄿ	/ORK+



2025 E. TRENT AVE. PH# 509-456-7501 **SPOKANE**

WA 99202

Quotation

UNLESS THERE ARE DIFFERENT OR ADDITIONAL TERMS AND CONDITIONS CONTAINED IN A MASTER AGREEMENT THAT MODIFY WESCO'S STANDARD TERMS, BUYER AGREES THAT THIS QUOTE AND ANY RESULTING PURCHASE ORDER WILL BE GOVERNED BY WESCO'S TERMS AND CONDITIONS AVAILABLE AT HITTP://WWW.WESCO.COM/TERMS_AND_CONDITIONS_OF_SALE.PDF, WHICH TERMS ARE INCORPORATED HEREIN BY REFERENCE AND MADE PART HEREOF. PLEASE CONTACT THE SELLER IDENTIFIED ON THIS QUOTE IF YOU REQUIRE A PRINTED COPY.

POWER CITY@RIVERFRONT PAR

RIVERFRONT PARK PAVILLION

SPOKANE

WA 99202

Date: 08/21/19

Branch: 6103

Project Number: QUOTE ASI-050

Project Name US PAVILION

Quoted To:

Date of Your 08/21/19 Inquiry:

When ordering please refer to Ouotation Number: 337058

Item	Quantity	Catalog Number and Description	Unit Price	U/M	Total Price	Rate of Cash Discount	Shipping Time (Weeks)	Customer Delivery Date
10	1	MISC***LBG 277 40K XN XN	1306.250	E	1306.25	0.00		08/30/19
		GRATX DIM SY						
		TYPE "Z21"						

		GRANDE ~ STATIC WHITE						
		SUB-TOTAL			1306.25			
		TOTAL			1306.25			

F.O.B. Point of Shipment. The prices stated in this offer shall, unless renewed, automatically expire fifteen days (15) from the date of this offer. Prices quoted are subject to adjustment should Duty and Tariff rates change from time of bid/quotation to time of order. WESCO reserves the right to adjust its pricing for Goods affected directly or indirectly by changing duties/tariffs/trade agreements and significant currency fluctuations. Per:



E. 3327 OLIVE SPOKANE, WA 99202 PHONE: (509) 535-8500

FAX: (509) 535-4665

Proposal

PROPOSAL SUBMITTED TO	DATE
Garco Construction	7/29/19
STREET	JOB NAME
4114 E Broadway	MOD-65 Relocation of Meltric plug at
	Center mast
CITY, STATE, AND ZIP CODE	JOB LOCATION
Spokane WA 99202	507 N Howard St Spokane, WA 99201
ATTN:	PHONE:
Rob Decker	509-535-4688

Rob,

Thank you for the opportunity to provide pricing for the above mentioned project. Our proposal is detailed as follows.

General Inclusions

Relocation of Meltric 200Amp stage plug at center mast

General Exclusions

- Tax.
- Excavation.
- Removal or patching of Concrete, Asphalt, drywall or other finishes needed to complete install.
- Overtime.
- Bond.
- · Engineering Fee's
- Anything not specifically included above in this proposal.
- Excludes additional items which need to be reworked due to grade change that are being handled on a Time and material basis.

Price \$1,604.20

Thank you for the opportunity,

Steve Gilbertz 509-481-0465 PM/Estimator



3327 E. Olive, Spokane WA 99202 (509) 535-8500, Ext 1016

fax (509) 535-8598

DATE 29-Jul-19

JOB MOD65-relocation of meltric plug at center mast

PROJECT Riverfront Park Pavilion

DESCRIPTION	AMT.		MTRL.	LABOR	MTRL. EXT.	LBR. EXT.	EXTENSION
		\$		\$0.00	\$0.00	\$0.00	\$0.00
		1		\$5.55	40.00	*****	
Actual Labor and Material		\$	460.41	\$832.00	\$460.41	\$832.00	\$1,292.41
Actual Labor and Material		\$	- 400.41	\$0.00	\$0.00	\$0.00	\$0.00
		\$	_	\$0.00	\$0.00	\$0.00	\$0.00
		\$		\$0.00	\$0.00	\$0.00	\$0.00
		\$	-	\$0.00	\$0.00	\$0.00	\$0.00
		\$	-	\$0.00	\$0.00	\$0.00	\$0.00
		╁		40.00	7	,	,
		\$	-	\$0.00	\$0.00	\$0.00	\$0.00
		\$	-	\$0.00	\$0.00	\$0.00	\$0.00
		\$	-	\$0.00	\$0.00	\$0.00	\$0.00
		\$	-	\$0.00	\$0.00	\$0.00	\$0.00
		\$	-	\$0.00	\$0.00	\$0.00	\$0.00
		\$	-	\$0.00	\$0.00	\$0.00	\$0.00
		\$	-	\$0.00	\$0.00	\$0.00	\$0.00
		\$	-	\$0.00	\$0.00	\$0.00	\$0.00
		\$	-	\$0.00	\$0.00	\$0.00	\$0.00
		\$	-	\$0.00	\$0.00	\$0.00	\$0.00
		\$	-	\$0.00	\$0.00	\$0.00	\$0.00
		\$	-	\$0.00	\$0.00	\$0.00	\$0.00
		\$	-	\$0.00	\$0.00	\$0.00	\$0.00
		\$	-	\$0.00	\$0.00	\$0.00	\$0.00
		\$	-	\$0.00	\$0.00	\$0.00	\$0.00
		\$	-	\$0.00	\$0.00	\$0.00	\$0.00
		\$	-	\$0.00	\$0.00	\$0.00	\$0.00
		\$	-	\$0.00	\$0.00	\$0.00	\$0.00
		\$	-	\$0.00	\$0.00	\$0.00	\$0.00
	SUBTOTAL			\$0.00	\$460.41	\$832.00	\$1,292.41
							13.0

DIRECT J	OB EXPENSES	
Truck/Trailer	All Terrain cart	Lift
\$41.60	\$6.87	
Scissor Lift	Sm tools/Consum	PERMIT
	\$37.44	
HOUSE KEEPING	Safety	Large Tools
\$8.32	\$8.32	

MATERIAL TOTAL	\$460.41
LABOR TOTAL	\$832.00
JOB EXPENSE	\$102.55
SUBTOTAL	\$1,394.96
OH & P	\$209.24
TOTAL	\$1,604.20

ESCF	\mathbf{n}	-	\sim	1410	nız.
 	21P1	11 11/11	1)-	WWI	HK N.

Report Selections: Job: 2245500 Division: ALL

Job Status: ALL Phase: MOD065 Cost Type: L,M

Transaction Type: ALL Vendor Code: ALL Employee Code: ALL

Equipment Code:

From Transaction Date: Inception To Transaction Date: From 'PR' Work Date: To 'PR' Work Date:

Billing Status:

07/29/19 Inception 07/29/19

All

POWER CITY ELECTRIC

ALL

Pre-Billing Report Sorted by Phase

G/L Date Type Selected?	? Description	Tran Date Reference	Ra	ate H	lours/Quantity	Extension	Markup	Total
Job: 2245500 GA	RCO/ US PAVILION							
Phase: MOD-065 RELO	CATE 3" MEMELTRIC / Cost Type: L LABOR							
04/21/19 PR	SPOKANE FOREMAN REG	04/15/19 E82143	Reg	64.000	2.00	128.00		128.00
04/21/19 PR	SPOKANE FOREMAN REG	04/16/19 E82143	Reg	64.000	1.00	64.00		64.00
04/28/19 PR	SPOKANE FOREMAN REG	04/25/19 E82295	Reg	64.000	1.00	64.00		64.00
06/02/19 PR	SPOKANE FOREMAN REG	05/30/19 E83013	Reg	64.000	1.00	64.00		64.00
06/02/19 PR	SPOKANE ELECTRICIAN	05/29/19 E83072	Reg	64.000	8.00	512.00		512.00
		Subtotal for Cost Type: L	. LABOR	_	13.00	832.00	0.00	832.00
Phase: MOD-065 RELO	CATE 3" MEMELTRIC / Cost Type: M MATERIA	AL.						
06/04/19 AP	ALCOBRA METALS, INC.	05/24/19 323392			175.96	175,96		175.96
	LOT ALUM PLATE W/ PVC							
06/11/19 AP	PLATT ELECTRIC SUPPLY	05/25/19 V231753			1.00	205.74		205.74
	HOF CSD20206 CONCPT WALL MNT							
06/11/19 AP	PLATT ELECTRIC SUPPLY	05/25/19 V231753			1.00	34.60		34.60
	HOF CP2020 CONCPT ENC PANELS							
06/11/19 AP	PLATT ELECTRIC SUPPLY	05/25/19 V231753			1.00	44.11		44.11
	CONDUIT 3-IN-90DEG-GALV ELBOW							
		Subtotal for Cost Type: N	M MATERIAL		178.96	460.41	0.00	460.41
		Subtotal for Phase: MOD	-065 RELOCATE 3" MEME	ELTRIC	191.96	1,292.41	0.00	1,292.41
			Tota	al for Job	: 2245500 GA	RCO/ US PAVILION	_	1,292.41



10/25/19

<u>Pavilion – Ring Electrical Changes – Mast Wall</u>

Based on the subcontractor quotes and the credit - we believe this represents a fair and reasonable cost for the work.

Lorraine Mead

US Pavilion North Wall Conduit Removal, Room 110 Furring, Gypsum and Finish CO.





				UNIT F	RICES				TOTALS			
Phase	Description	Quan. Unit	Labor	Material	Equip.	Garco Sub.	Labor	Material	Equip.	Garco Sub.	TOTAL	-
	PCE MOD 63 Conduit Removal and Replacment on North Wall, Re-installed In Room 110	1.0 LS				6,304.00	-	-	-	6,304	6,30	4
	Modern Drywall To Install Furring, Gypsom and Finish To South Wall of North Stairwell to Cover Conduit - Contractor Contingency	1.0 LS				2,000.00	-	-	-	2,000	2,00	10
		LS					-	-	-	-		-
		LS					-	-	-	-		-
		LS		/			-	-	-	-		-
			L	SUB-TOTALS	3		-	-	-	9,506	8,304	4
	ADD	o-ons:	OH&P: on Ga	rco (as subcontr	actor) self-ner	formed work	15.00%	(of Labor, Mat	erial & Fauin)			_
	700			rco (as subcontr				(of Subcontrac			38	
			providence (Section Control of Co		,		3000000			SUB-TOTAL	8,68	_
			Insurance				1 00%	(of Subtotal)				87
			Bond Premiur	n				(of Subtotal)				65
										SUB-TOTAL	8,8	_
			B & O Tax				0.47%	(of Subtotal)				41
			TOTAL - C	HANGE ORE	ER REQU	EST					\$ 8,87	77

SPECIFIC EXCLUSIONS:

1. WSST





E. 3327 OLIVE SPOKANE, WA 99202 PHONE: (509) 535-8500

FAX: (509) 535-4665

Proposal

PROPOSAL SUBMITTED TO	DATE
Garco Construction	4/12/19
STREET	JOB NAME
4114 E Broadway	MOD-62 Conduit relocation on North wall
CITY, STATE, AND ZIP CODE	JOB LOCATION
Spokane WA 99202	507 N Howard St Spokane, WA 99201
ATTN:	PHONE:
Rob Decker	509-535-4688

Rob,

Thank you for the opportunity to provide pricing for the above mentioned project. Our proposal is detailed as follows.

General Inclusions

- Removal of currently installed conduit per plans on North Wall in Admin building.
- Includes new raceway to be installed on the other side in a framed wall to be built by others.
 - This wall must be deep enough to allow for conduit radius's to be concealed in the new wall where they enter through the existing concrete wall into surface boxes.
- Includes up to 14 new core drills to facilitate conduit installation

General Exclusions

- Tax.
- Excavation.
- Removal or patching of Concrete, Asphalt, drywall or other finishes needed to complete install.
- Overtime.
- Bond.
- Engineering Fee's
- Anything not specifically included above in this proposal.

Price \$6,304.00

Thank you for the opportunity,

Steve Gilbertz 509-481-0465 PM/Estimator



3327 E. Olive, Spokane WA 99202 (509) 535-8500, Ext 1016

fax (509) 535-8598

DATE 12-Apr-19

JOB MOD62-Conduit relocation of north wall from surface PROJECT Riverfront Park Pavilion

							•
DESCRIPTION	ON AMT.		MTRL.	LABOR	MTRL. EXT.	LBR. EXT.	EXTENSION
		\$		\$0.00	\$0.00	\$0.00	\$0.00
		1		ψ0.00	ψ0.00	ψ0.00	ψσ.σσ
Estimation	1	\$	593.17	\$4,352.00	\$593.17	\$4,352.00	\$4,945.17
		\$	-	\$0.00	\$0.00	\$0.00	\$0.00
		\$	-	\$0.00	\$0.00	\$0.00	\$0.00
		\$	-	\$0.00	\$0.00	\$0.00	\$0.00
1		\$	-	\$0.00	\$0.00	\$0.00	\$0.00
		\$	-	\$0.00	\$0.00	\$0.00	\$0.00
				ФО ОО	Φ0.00	Ф0 00	Ф0.00
		\$		\$0.00	\$0.00	\$0.00 \$0.00	\$0.00
		\$	-	\$0.00 \$0.00	\$0.00 \$0.00	\$0.00	\$0.00 \$0.00
		\$	-	\$0.00	\$0.00	\$0.00	\$0.00
		\$	-	\$0.00	\$0.00	\$0.00	\$0.00
		\$		\$0.00	\$0.00	\$0.00	\$0.00
		\$		\$0.00	\$0.00	\$0.00	\$0.00
		\$		\$0.00	\$0.00	\$0.00	\$0.00
		\$		\$0.00	\$0.00	\$0.00	\$0.00
		\$		\$0.00	\$0.00	\$0.00	\$0.00
		\$		\$0.00	\$0.00	\$0.00	\$0.00
		\$	_	\$0.00	\$0.00	\$0.00	\$0.00
		\$		\$0.00	\$0.00	\$0.00	\$0.00
		\$		\$0.00	\$0.00	\$0.00	\$0.00
		\$	-	\$0.00	\$0.00	\$0.00	\$0.00
		\$	-	\$0.00	\$0.00	\$0.00	\$0.00
		\$	-	\$0.00	\$0.00	\$0.00	\$0.00
		\$	_	\$0.00	\$0.00	\$0.00	\$0.00
		\$	-	\$0.00	\$0.00	\$0.00	\$0.00
	SUBTOTAL			\$0.00	\$593.17	\$4,352.00	\$4,945.17
	And the section of the first territories and the section of the se						68.0

DIRECT JOI	B EXPENSES	
Truck/Trailer	All Terrain cart	Lift
\$217.60	\$35.91	
Scissor Lift	Sm tools/Consum	PERMIT
	\$195.84	
HOUSE KEEPING	Safety	Large Tools
\$43.52	\$43.52	

MATERIAL TOTAL	\$593.17
LABOR TOTAL	\$4,352.00
JOB EXPENSE	\$536.39
SUBTOTAL	\$5,481.56
OH & P	\$822.23
TOTAL	\$6,303.80

DESC	CRIPT	ON O	F WOR	K;

Job ID: JOB-2018-0007

Project: RFP-PAVILION CHANGE ORDERS STARTING 4/4/19

CO: CO-0002: CONDUIT RELOCATION OF NORTH WALL to SOUTH FACE

Summary by Subtotal

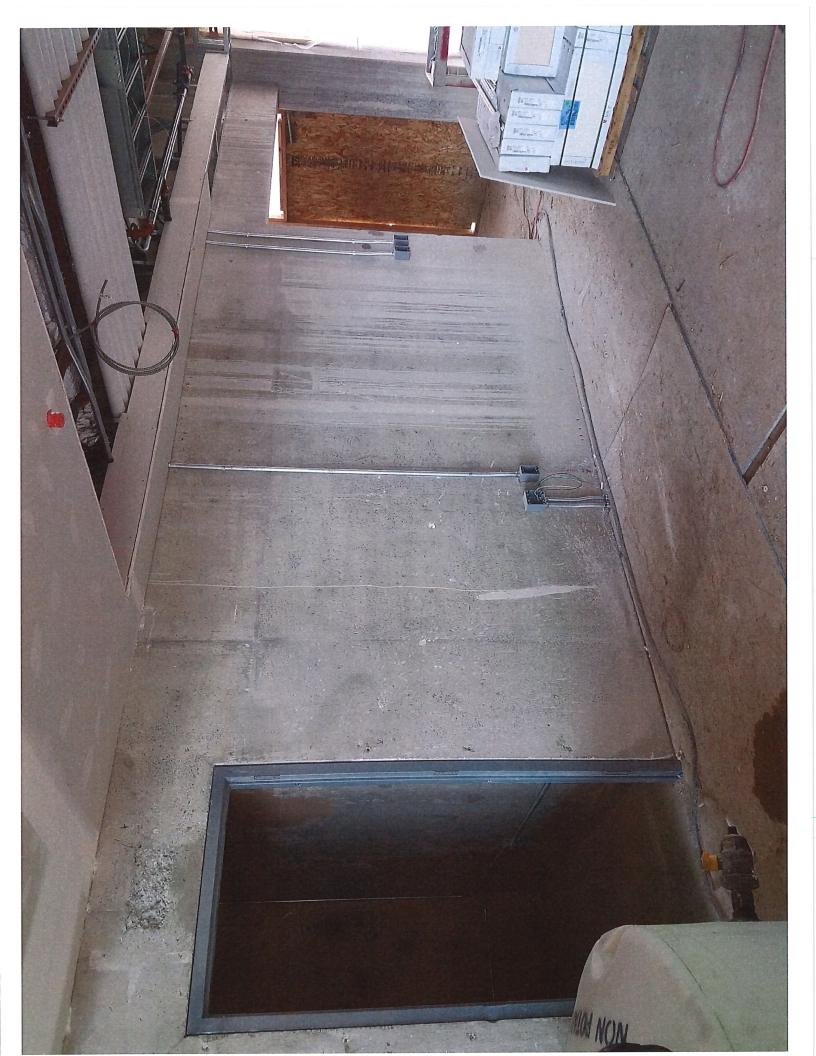
12 Apr 2019 9:04:23

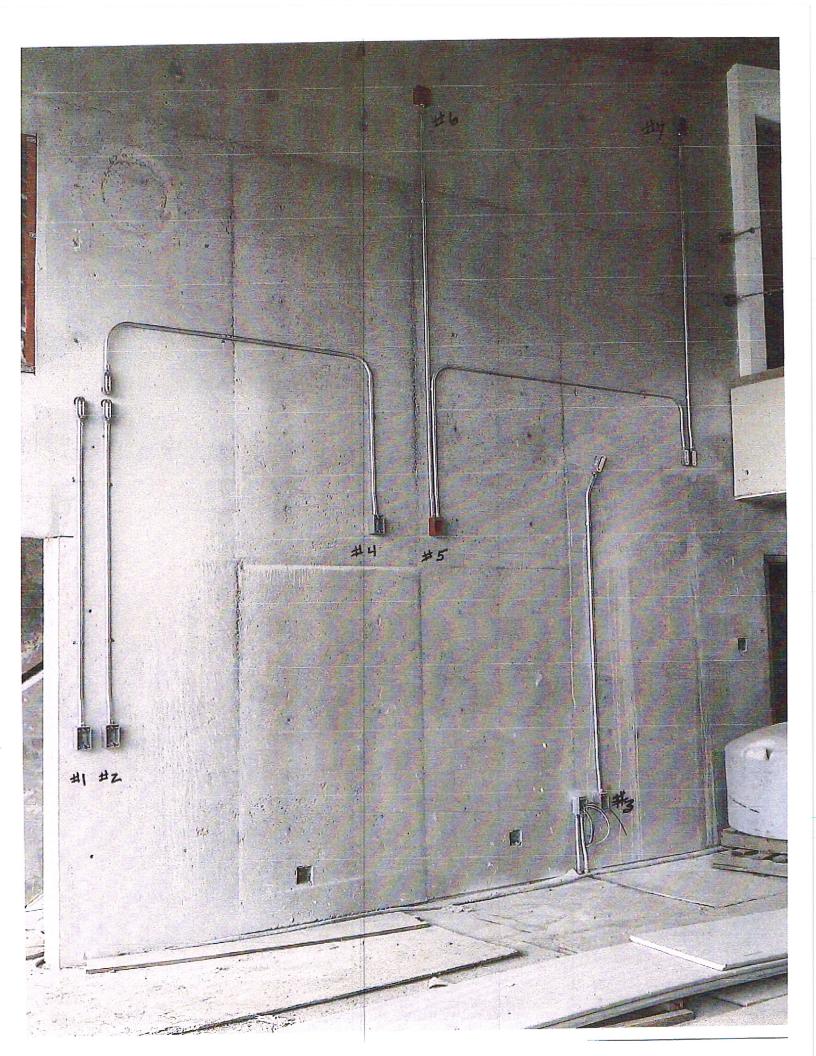
REWORK			7 1		VT 1988, 1987	
Subtotal 2 -	EMT					
Item#	Size	Description	Q/M	Quantity U/M	Mat Result	Lab Result
10054	3/4	EMT	М	165.00 FT	132.96	8.2
			Sı	ıbtotal totals:	132.96	8.25
Subtotal 10	- RIGID FITTINGS					
Item #	Size	Description	Q/M	Quantity U/M	Mat Result	Lab Result
40233	3/4	PLASTIC BUSHING	М	24.00 EA	1.93	2.8
			Sı	btotal totals:	1.93	2.88
Subtotal 11	- EMT FITTINGS					
Item#	Size	Description	Q/M	Quantity U/M	Mat Result	Lab Result
20739	3/4	EMT FIELD-BEND	М	24.00 EA	0.00	4.6
30668	3/4	EMT STEEL SS INS-THRT CONN	M	24.00 EA	5.08	2.4
			St	btotal totals:	5.08	7.01
Subtotal 13	- HANGERS/SUPPORT	S				
Item#	Size	Description	Q/M	Quantity U/M	Mat Result	Lab Result
161187	#10 x 1"	TEK SCREW	М	33.00 EA	1.95	0.7
630067	3/4	COND PUSH-IN HGR TO SCREW-ON STUD-W	М	33,00 EA	41.25	8.2
			Su	btotal totals:	43.20	9.04
Subtotal 81	- CORING & HOLES					
Item#	Size	Description	Q/M	Quantity U/M	Mat Result	Lab Result
10549	1 1/2	CORED HOLE UP TO 8" D	М	14.00 EA	410,00	21.0
			Su	btotal totals:	410.00	21,00
Subtotal 99	- MISCELLANEOUS ITE	:MS				
Item#	Size	Description	Q/M	Quantity U/M	Mat Result	Lab Result
2		CONSTRUCTIBILIY REVIEW BY TODD	M	4.00	0.00	4.00
			Su	btotal totals:	0.00	4.00
			Phaseli	Group totals:	593.17	52.18

Summary by Subtotal: RFP-PAVILION CHANGE ORDERS STARTING 4/4/19

12 Apr 2019 9:04:24

	•	THE STATE OF THE S	.,			15 5.01.21
DEMOLITI	ON					
Subtotal 11	- EMT FITTINGS					
Item#	Size	Description	Q/M	Quantity U/M	Mat Result	Lab Result
30782	3/4	EMT LB COND-BODY	М	7.00 EA	0.00	3.50
161691	3/4	EMT 1-HOLE STEEL STRAP	M	20,00 EA	0.00	0.80
			Su	ıbtotal totals:	0.00	4.30
Subtotal 13	- HANGERS/SUPPOR	TS				
Item#	Size	Description	Q/M	Quantity U/M	Mat Result	Lab Result
160246	1/4 x 2 1/4"	PLTD WEDGE ANCHOR	M	35.00 EA	0.00	5.60
			Su	btotal totals:	0.00	5.60
Subtotal 24	- CAST BOXES					
ltem#	Size	Description	Q/M	Quantity U/M	Mat Result	Lab Result
150566	2" DEEP 16,5-CI	1G ALUM WP BOX W/ 5 x 3/4"HUBS	M	10.00 EA	0.00	6.00
			Su	btotal totals:	0.00	6.00
			Phase/	Phase/Group totals:		15.90
				Job totals:	593.17	68.08





MODERNPRYMALL, IN C.E. 9516 First Ave., Spokane, WA 99206(509) 926-7554 Fax (509) 927-0439

Project Changes Log

<u>Pro</u>	oject:				Riverfront Park Pavilion			107					
-06	ltems:												
lo.	ARCH. Ref. No.	GC Ref. No.	MDI Ref. No.	Date Originated	DESCRIPTION	Date Responded (Priced)	Date Approved	Estimated Costs	Estimated Profit	Amount Quoted	Amount Paid	Amount Outstanding	ON O/O
					Original Contract Amount:			\$ 405,500.00				\$ 405,500.00	
	Revised Plans			11/15/18	Revised Plan Proposal Deduct from Contract Amount			\$ 25,500.00				\$ 25,500.00	
2	AWA#10759			09/28/18	Added Exterior Framing and Sheathing in Separate Area from Pavilion			\$ 1,231.30				\$ 1,231.30	
3	AWA#18062			02/14/19	Reframe Operable Wall and Door Alcoves (Submittal Descrepancies)			\$ 2,527.40				\$ 2,527.40	
4	AWA#18063			02/14/19	Furr Out South Wall in Break 115 with Hat Channel and Gypsum Board Finish			\$ 1,521.44				\$ 1,521.44	
5	AWA#18065	(4)		03/05/19	Remove Drywall Previously Installed, Reframe, Rehang, Refinish in the 74 Room 110 at Operable Wall.			\$ 1,077.14				\$ 1,077.14	
6	RFI#036			01/28/19	Remove Gypsum Board Previously Installed to Create Air Plenum per			\$ 1,170.00				\$ 1,170.00	
7	ASI#036			02/01/19	Revised Storage Room 101 per ASI#036			\$ 965.00				\$ 965.00	
8	RFP#18_1			07/24/18	Owner Walk Through-Raise and Angle Soffit at Reception			\$ 820.00				\$ 820.00	
9	RFP#18_2			07/24/18	Owner Walk Through-Added Furring, Gypsum Board, and Finishes Rooms 203 and 210			\$ 3,985.00				\$ 3,985.00	
10	Revised Plan			03/14/19	Revised Corridor 117 and 118 Ceilings			\$ 3,400.00				\$ 3,400.00	
11	AWA#18066			04/01/19	Rework Operable Wall and Door Alcove from Incorrect Installation			\$ 2,524.00				\$ 2,524.00	
12	AWA#18067			04/30/19	Added Furring, Gypsum Board, and Level 4 Finish at South Wall Stair 1			\$ 3,202.80				\$ 3,202.80	
13	Labor Credit			05/22/19	Soundscape Cloud Installation Labor Credit			\$ 3,600.00				\$ 3,600.00	
	FRP Package			06/07/09	FRP Package at Kitchen			\$ 6,800.00				\$ 6,800.00	
15													
16													
17													_
18													_
19													_
20							-						_
21							-						
23							-						-
24							-						_
25													
26													
27													
28				<u> </u>						1			
29							†						
30													
31													
32								512512781213					
					Totals:			\$ 405,624.08				\$ 124.08	
					Original Contract Amount:				_		\$	405,500.00	
					Contract Sum Including Approved Changes:						\$	405,624.08	
				AL PERSON	Contract Including Outstanding Changes:						\$	124.08	

ADDITIONAL WORK AUTHORIZATION

9516 E. First Ave - P.O. Box 13660

Spokane, WA. 99213 PHONE: (509) 926-7554 FAX: (509) 927-0439

ate:		
	4/30/2019	

A.W.A No.:

<u>18067</u>

Job: Name of Client: Client Order No.: Riverfront Park US Pavillion Garco Construction MDI#1477 Attn: Rob Decker AWA-18067 LABOR

Description Of Work:	Directed by the Superintendent to furr out south				
wall at Stair 1 Lobby	to conceal electrical inside wall cavity. Furring				
and gypsum board with level 4 finish from 1st. Floor to roof structure					

MATERIAL

٦	П	Sheet No.							
	П	One of One							
	П	Work	Х	Yes					
٦	П	Complete		No					

\$3,202.80

		Hours		Overtime	Amount
Name	S.T.	О.Т.	Rate	Rate	
Carpenter-(Framing and Hanging)	16		75.00		1,200.00
					0.00
Taper-(Tape and Finish)	20		70.00		1,400.00
			147		0.00
					0.00
					0.00
					0.00
					0.00
					0.00
					0.00
					0.00
					0.00
					0.00
					0.00
					0.00
					0.00
Total	36				\$2,600.00
	-0.0				

SUBCONTRACTOR

Description

Total

	WATERIAL		
Quantity	Description	Unit Cost	Amount
20	3 5/8" x 20ga.x 10' Studs	6.20ea.	124.00
20	3 5/8" x 20ga.x 12' Studs	7.44ea.	148.80
10	3 5/8" x 20ga.x 10' Track	5.40ea.	54.00
13	4'x12'x5/8" Gypsum Board	18.00ea.	234.00
4	All-Purpose Topping Mud	10.50ea.	42.00
			0.00
			0.00
			0.00
			0.00
			0.00
			0.00
Total			\$602.80

EXPENSE	EQUIPMENT									
Description	Amount	Quantity Description	Time	Rate	Amount					
* · · · · · · · · · · · · · · · · · · ·					0.00					
					0.00					
					0.00					
					0.00					
					0.00					
Total	\$0.00	Total			\$0.00					

Amount

ount	Prepare	ed for Modern Drywall By:	Authorized For	· Client By:			
		Grant Seay					
	Title:	Project Manager	Title:			\cup	
	Date:	22-May-19	Date:		, ,	_	\mathcal{L}
\$0.00				1	, W	1)

GRAND TOTAL



10/25/19

<u>Pavilion – Event Room North Wall Changes</u>

Based on the subcontractor quotes and the negotiated credit - we believe this represents a fair and reasonable cost for the work.

Lorraine Mead

Door 110A, River City Glass CO





				UNIT P	RICES		TOTALS					
Phase	Description	Quan. Unit	Labor	Material	Equip.	Garco Sub.	Labor	Material	Equip.	Garco Sub.	ТО	TAL
	River City Glass to Install a 8' Door at location 100A	1.0 LS				4,549.00	-	-	-	4,549		4,549
	Deduct Doors 110C and 108D-Replace With Standard Frame / Glass	1.0 LS				(2,685.00)	-	-	-	(2,685)	(2	2,685
				SUB-TOTALS)		-	-		1,864		1,864
	ADD-ONS: OH&P: on Garco (as subcontractor) self-performed work.							(of Labor, Mat	erial & Equip.)			_
				OH&P: on Garco (as subcontractor) subcontracted work				(of Subcontrac	ct)			75
										SUB-TOTAL		1,939
			Insurance				1.00%	(of Subtotal)				19
			Bond Premiun	n			0.75% (of Subtotal)					15
				a						SUB-TOTAL		1,972
			B & O Tax				0.47%	(of Subtotal)				
	TOTAL - CHANGE ORDER REQUEST									\$	1,982	

SPECIFIC EXCLUSIONS:

1. WSST



Commercial

Litrances & Storefronts
Stanley Automatic Doors
Curtain Walls
Glass & Glazing



6615 E Main Ave Spokane, WA. 99212 Phone# (509) 532-0252 Fax# (509) 532-0253

Contractor Number: RIVERCG034L7

Proposal Submitted To:	Phone #		Date:	2/28/2019	Date of Plans:		
Garco Construction	Fax#		Job Phone:				
Street:		Job Name:			Addendum:		
		Pavillion					
City, State and Zip:		Job Address:			Attention:		
			*		Scott B.		

Change order Proposal

Revise door 100A to be a 96" \times 84" door opening size instead of the current 72" \times 84" size This will include new custom doors, door frame, glass for doors, glass for smaller sidelights Lead time 4-6 weeks

Base bid = \$4,549

Alexander Cazier

alex@rivercityglass.com

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practice.

Any alteration or deviation from above specification involving extra cost will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon, strikes, accident's or delays beyond our control.

Owner to carry fire, tornado and necessary insurance. Our workers are fully covered by Workman's Compensation Insurance.

THIS PROPOSAL IS VALID FOR 30 DAYS

conditions are satisfactory and are hereby accepted. You are authorized to do work as specified. Payment will be made as outlined above

Signature:	
Date of Acceptance:	

Authorized Signature

Mead, Lorraine

From:	Scott Battaglia <scottb@garco.com></scottb@garco.com>
Sent:	Thursday, October 3, 2019 8:30 AM
То:	Mead, Lorraine
Subject:	FW: Door 100 A Back-up
Will this work? (See below)	
Scott Battaglia	
Garco Construction	
scottb@garco.com	
509-370-8767	
Frame Alay Carior calay@rivaraity	values com>
From: Alex Cazier <alex@rivercity Sent: Thursday, October 3, 2019 8</alex@rivercity 	
To: Scott Battaglia <scottb@garcc< th=""><td></td></scottb@garcc<>	
Subject: Re: Door 100 A Back-up	
Hi Scott. Cost breakout:	
New door leafs/door frame with s Glass for doors / sidelights = \$1,26 Added labor = \$354	
Let me know if you need anything	g else.
On Thu, Oct 3, 2019 at 8:18 AM So	cott Battaglia < <u>scottb@garco.com</u> > wrote:
Alex,	
The city is requesting a breakdov	wn of Labor, Materials etc. for the changes to Door 100a.
Please advise,	
-	
Scott Battaglia	
_	
Garco Construction	
scottb@garco.com	
509-370-8767	

Commercial

Entrances & Storefronts
Stanley Automatic Doors
Curtain Walls
Glass & Glazing



6615 E Main Ave Spokane, WA. 99212 Phone# (509) 532-0252 Fax# (509) 532-0253

Contractor Number: RIVERCG034L7

Proposal Submitted To:	Phone #		Date:	1/4/2019	Date of Plans:			
Garco	Fax#		Job Phone:					
Street:		Job Name:			Addendum:			
		Pavillion						
City, State and Zip:		Job Address:			Attention:			
		Job Phone Job Name: Pavillion Job Address: Spokane WA 203A/203B/203C) to match the rest with standard frame / glass			Scott			
Proposed Change Order								
Furnish and Install								
ADD 3 aluminum doors with	sidelites (203	3A/203B/203C) to ma	tch the rest of bu	ıilding	ADD = \$22,414			
Deduct doors 110C and 108	O - replace wi	th standard frame / g	lass		Deduct = \$2,685			
ADD transom frame at 101A	with spandre	l glass as drawn			ADD = \$5,938			
ADD 3 glass guard rails at ba	Icony, lamina	ted glass with stando	ffs and hand rail		ADD = \$17,768			

APPROVES

Exclusions - Preparation and protection of openings, taxes, testing, furnishing of hardware, engineering calcs final cleaning, final keying, demolition, trim

***************************************	.6,,,,		
Alexander Cazier	alex@rivercityglass.co	m	
All material is guaranteed to be as s	pecified. All work to be completed in a workmanlike ma	nner according to standard practice.	
Any alteration or deviation from ab	ove specification involving extra cost will be executed or	nly upon written orders, and will become	/
an extra charge over and above the	estimate. All agreements contingent upon, strikes, acci	dent's or delays beyond our control.	4
Owner to carry fire, tornado and ne	cessary insurance. Our workers are fully covered by Wo	rkman's Compensation Insurance.	
THIS PROPOSAL IS VALID I	FOR 30 DAYS		Authorized Signature
1	e above prices, specifications and	Signature:	
	nd are hereby accepted. You are ecified. Payment will be made as	Date of Acceptance:	



10/25/19

Pavilion – Door Changes

Based on the subcontractor quotes and the credit - we believe this represents a fair and reasonable cost for the work.

Lorraine Mead



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RIVERFRONT PARK MODERIZATION Request for Proposal (RFP)

Project Name:	PAVILION	RFP No:	PAV 31
Project No.	SC6B0322000	Date:	10/10/19
Owner:	Spokane Parks & Recreation		
Contractor:	Garco Construction	Architect/Eng:	NAC/Berger/Jacobs

Please furnish your proposal for performing the changes outlined below and/or detailed on the attachments if applicable. The quotation should include an itemized breakdown of contractor and subcontractor costs, including labor, materials, rentals, approved services, and equipment. It should also include any schedule impact if applicable.

Description:

1. Excavate and Install an approximately 2.5 foot high boulder retaining wall along the southwest side of the service yard to contain the landscaping and bark. Boulders to be 2' to 3' in size and then backfill with smaller rock. Also place a 3' Boulder on the northeast side of the driveway to protect the utilities from trucks backing into the yard.

Service Yard Talus/Boulder Placement Co



				UNIT P	RICES				TOTALS			
Phase	Description	Quan. Unit	Labor	Material	Equip.	Garco Sub.	Labor	Material	Equip.	Garco Sub.	тот	AL
II.	Land Expressions to Place Boulders and Talus to prevent washouts @ the Service Yard Entrance	1.0 LS				1,422.39	-	-	-	1,422	1	1,422
		LS					, -	-	-			
				SUB-TOTALS	3		-	-	-	1,422	1,	,422
	AD	D-ONS:	OH&P: on Gar	co (as subcontra	actor) self-perfo	ormed work.	15.00%	(of Labor, Mat	L erial & Equip.)			-
		OH&P: on Garco (as subcontractor) subcontracted work				4.00%	(of Subcontrac	ct)	2		57	
										SUB-TOTAL	1	1,479
			Insurance				1.00%	(of Subtotal)				15
			Bond Premiun	1				(of Subtotal)				11
										SUB-TOTAL	1	1,505
2												
			B & O Tax				0.47%	(of Subtotal)				7
			TOTAL - C	HANGE ORD	ER REQUE	ST					\$ 1	1,512

SPECIFIC EXCLUSIONS:

1. WSST



509.466.6683 .T 509.466.7694 .F LANDEXPRESSIONS.COM

5615 E. DAY MT. SPOKANE RD. MEAD, WA 99021

CHANGE ORDER

OWNER'S NAME Garco C	onstruction		PHONE	509	9.370.876	57	DATE 10	0.14.19
ADDRESS			JOB NAME	Pav	ilion		JOB NUMBER	32028
You are hereby authorized to	perform the following specific	ally described add	litional work:					
Per Garco request	cost to add boulders	talus to Riv	verfront Pa	ark Pa	avilion:			
Per WSDOT Force A		, taras to m	CHIOTIC		aviiioiii			
Tel Wabal Toleer	ecount markaps	Qty	u.o.m.		Rate		Markup	
LABOR	rock setting	4	hrs @	\$	64.80	Х	129%	\$334.37
	talus	4	hrs @	\$	27.95	Х	129%	\$144.22
MATERIAL	boulders	8	ton @	\$	50.00	Х	121%	\$484.00
	talus	1	cy @	\$	32.00	Х	121%	\$38.72
EQUIPMENT	LE trucks	4	hrs @	\$	7.00	Х	121%	\$33.88
	Rock Truck	4	hrs @	\$	80.00	Х	121%	\$387.20
ADDITIONAL CH	ARGE FOR ABOVE	: WORK IS	:				\$:	1,422.39
Above additional work to be	performed under same condition	ons as specified ir	original contra	act unle	ess otherwise	stipulated.		
Authorized Signature				_		Date:		
	(OWNER SIG	SNATURE)	1					
Authorized Signature	(CONTRACT	OR SIGNATURE)	le	-		Date:	10.14.19	
THIS IS CHANG	GE ORDER NO						182028-4	
	s part of, and in conformance v	vith, the existing o	contract.					



10/25/19

Pavilion - RFP#31 Add Boulders

Based on the subcontractor quote - we believe this represents a fair and reasonable cost for the work.

Lorraine Mead

Added Hose Bib and Quick Connects. Disconnection of water at Utility Posts



ITEM #9

			UNIT PRICES				TOTALS				
Phase	Description	Quan. Unit	Labor	Material	Equip.	Garco Sub.	Labor	Material	Equip.	Garco Sub.	TOTAL
	Cost for Hose Bib on South side of Building	1.0 LS		Dominant Ann Comm		3,932.00	-	-	-	3,932	3,932
	Cost for additional Quick connects from irrigation system in Pavilion Bowl	1.0 LS	··· ··			1,389.00	-		-	1,389	1,389
	Credit for decommissioning 7 ea Utility Posts in Pavilion Bowl	1.0 LS			(35,000)		.	_	(35,000)		(35,000)
			L	SUB-TOTALS	5	=		**	(35,000)	5,321	(29,679)
	ADD	-ONS:	OH&P: on Gar	co (as subcontra	actor) self-perfo	rmed work.	0.00%	(of Labor, Mat	erial & Equip.)		-
			OH&P: on Gar	co (as subcontra	ctor) subcontra	acted work	0.00%	(of Subcontrac	ot)		-
										SUB-TOTAL	(29,679)
			Insurance				0.00%	(of Subtotal)			_
			Bond Premium	1				(of Subtotal)			
			- COMMITTEE Administration - Adminis				***************************************		****	SUB-TOTAL	(29,679
			B & O Tax		WER word sould		0.00%	(of Subtotal)			-
			TOTAL - C	HANGE ORD	ER REQUE	ST					\$ (29,679)

SPECIFIC EXCLUSIONS:

1. WSST

Mackin & Little **Cost Estimate Detail Sheet**

Project

US Pavilion

Change

Proposal #

Reference

Zach Zalinski, Scott Battaglia

Contractor

Sheet 1 of 1

Garco

10/21/19 Ву

Kevin Bohr

Southside Exterior Hosebibb 808 W Spokane Falls Blvd

Item	Description	Quantity	Unit	Unit 0	Costs	Material	Labor Costs	Total
				Material	Labor	Costs		
								•
1	Materials	1	lot	\$1,434.89		\$1,434.89	\$0.00	\$1,434.89
2						\$0.00	\$0.00	\$0.00
3	Labor	16	MH		\$90.00	\$0.00	\$1,440.00	\$1,440.00
4						\$0.00	\$0.00	\$0.00
5						\$0.00	\$0.00	\$0.00
6						\$0.00	\$0.00	\$0.00
7						\$0.00	\$0.00	\$0.00
8						\$0.00	\$0.00	\$0.00
9						\$0.00	\$0.00	\$0.00
10						\$0.00	\$0.00	\$0.00
11						\$0.00	\$0.00	\$0.00
12						\$0.00	\$0.00	\$0.00
13						\$0.00	\$0.00	\$0.00
14						\$0.00	\$0.00	\$0.00
15						\$0.00	\$0.00	\$0.00
16						\$0.00	\$0.00	\$0.00
17						\$0.00	\$0.00	\$0.00
18						\$0.00	\$0.00	\$0.00
19						\$0.00	\$0.00	\$0.00
20						\$0.00	\$0.00	\$0.00
	Sub-Contractor Costs		Costs		Subtotal	\$1,434.89	\$1,440.00	\$2,874.89
1	Concrete Cutters		\$ 358.55	1	15% Overhead :		\$431.23	
2				Mackin & Little Subtotal:				\$3,306.12
3						Subcontracto	\$394.41	
Subtotal:			\$358.55		\$3,700.53			
10% OH & P:			\$35.86		\$231.43			
	Sub-Cont	\$394.41		\$3,931.96				



509.466.7694 .F 509.466.7694 .F LANDEXPRESSIONS.COM

SGIS E DAY MT. SPOKANE ND, MEAD, WA 99021

CHANGE ORDER

OWNER'S NAME Garco Construction		PHONE 509.370			67	DATE	10/18/19	
ADDRESS		JOB NAME	Pav	ilion		JOB NUMBER	182028	
You are hereby authorized to perform the following	ng specifically described add	itional work:						
Per Garco request, add (3) three of	quick couplers to R	iverfront	Park	Pavilion	•			
Per WSDOT Force Account marku								
	Qty	u.o.m.		Rate		Markup		
LABOR	24.5	hrs @	\$	27.95	Х	129%	\$883,36	
MATERIAL	1	ls @	\$	337.04	х	121%	\$407.82	
EQUIPMENT LE trucks	11.5	hrs @	\$	7.00	x	121%	\$97.41	
ADDITIONAL CHARGE FOR A	:				\$1,388.58			
Above additional work to be performed under sam	ne conditions as specified in	original contra	act unle	ess otherwise	stipulated.			
Addre Buditional Work to be performed once. Son								
Authorized Signature		_		Date:				
(0	OWNER SIGNATURE)	1						
Authorized Signature	le	-		Date:	10.18.19			
įc	ONTRACTOR SIGNATURE)							
THIS IS CHANGE ORDER I			182028-5					
NOTE: This Revision becomes part of, and in confo	ormance with, the existing o	ontract.						



				UNIT P	UNIT PRICES					TOTALS					
Phase	Description	Quan, Unit	Labor	Material	Equip.	Garco Sub.	Labor	Malerial	Equip.	Garco Sub.	TOTAL				
	Remove Existing Pole	8.0 MH	75		105		600	-	840		1,440				
	Excavate for new Pole Footing	1,0 LS				1,200.00	-	-	-	1,200	1,200				
	Install New Footing	13,0 CY	75	110	***************************************	-	975	1,430		-	2,405				
	Backfill	1.0 LS				600_00	•	-	=	600	600				
	Purchase Pole	1,0 LS	-	11,805		_	•	11,805	-	-	11,805				
	Install New Pole	8.0 MH	75		105	-	600	-	840		1,440				
		LS					-	-	-		-				
		1		SUB-TOTALS	3		2,175	13,235	1,680	1,800	18,890				
		ADD-ONS:	OH&P: on Gard	co (as subcontra	ctor) self-perfo	ormed work.	15,00%	2,564							
		(OH&P: on Gard	co (as subcontra	ctor) subcontr	acted work	4.00%	(of Subcontrac	t)		72				
	O									SUB-TOTAL	21,526				
	7	1	Insurance			1	1.00%	(of Subtotal)			215				
	~	E	Bond Premium				0.75%	(of Subtotal)	THE PROPERTY OF THE PARTY OF		161				
			-		,					SUB-TOTAL	21,902				
ブ`	V 0x		B & O Tax				0.47%	(of Subtotal)			101				
6	60		TOTAL - CH	HANGE ORD	ER REQUI	EST					\$ 22,003				

SPECIFIC EXCLUSIONS:

1 WSST

Sologia Sologia

\$12 + 50x



The Largest Flagpole Supplier Online

October 31, 2019

Global Flags Unlimited, LLC dba The Flag Company 3600 Cantrell Industrial Court Acworth, GA 30101 Phone (770) 974-0507 (800) 962-0956 Fax 770-529-5911

QUOTE PREPARED BY:

Lora Hennenfent

To:	Scott B.	Shipping Details:	Spokane, WA 99203
Quote:	LH103019D		Commercial LTL Delivery

Qty	Item#	Description	Unit Price	Total
1	A-IWW80H24-SAT	IWW70 Satin 80' Titan Internal Halyard Flagpole 12" butt 4" top 0.375" wall thickness	\$9,211.00	\$9,211.00
		Gold Finish Aluminum Ball Cast Aluminum Revolving Truck Assembly with Stainless Steel Ball Bearings, Aluminum Spindle and Removable Hood Complete Internal Halyard Assembly Stainless Steel Wire Cable Halyard Two Heavy-Duty Stainless Steel Swivel Snap Hooks Two Neoprene Snap Hook Covers Beaded Sling Assembly Plastic Coated Counterweight Stainless Steel Winch Assembly with Removable Hand Crank Flush Mount Access Door with Compression Lock and Key Spun Aluminum Flash Collar		
1	MISC	SEALED STAMPED ENGINEERED CALCULATIONS	\$410.00	\$410.00
1	A-GCA-9015	8' x 15" Ground Sleeve	\$512.50	\$512.50
		GROUND SLEEVE TO SHIP EARLY		
Subtota	ıl (does not include	installation, taxes not included if applicable)		\$10,133.50
Freight				\$1,671.55
Total				\$11,805.05

QUOTE IS VALID FOR 30 DAYS

Finish Options: Anodized Clear additional \$1,450.50 Anodized Dark Bronze additional \$1,931.50 Anodized Black additional \$2381.50

ITEM #11



10/25/19

<u>Pavilion – Wifi Hand Hole Credit</u>

We inadvertently include pricing of \$2,763 in CO#20 but it was already included in CO#12 as part of Item #9.

Lorraine Mead



				UNIT F	PRICES		TOTALS					
Phase	Description	Quan. Unit	Labor	Material	Equip.	Garco Sub.	Labor	Material	Equip.	Garco Sub.	TOTAL	
	Central Pre-Mix Footing Concrete	1.0 LS				3,380.00	-	-	-	3,380	3,380	
	Harris Rebar Rebar	1.0 LS				2,301.00	-	-	-	2,301	2,301	
	Garco Carpenters, Form, Place and Finish Concrete Footing	69.5 mh	/ 52				3,614	-	-	-	3,614	
	Garco Laborers, Form, Place, Finish, Heating and Striping of Butterfly Forms	71.0 LS	✓ 48				3,405	-	-	-	3,405	
	Spokane Concrete Cutting Butterfly Coring Credit	1.0 LS				(5,000.00)	-	-	-	(5,000)	(5,000)	
			SUB-TOTALS				7,190	-	-	5,681	7,700	
	ADD	-ONS:	OH&P: on Gar	co (as subcontr	actor) self-nerf	ormed work	0.00%	(of Labor, Mat	orial & Equip)			
	,,		OH&P: on Garco (as subcontractor) self-performed work. OH&P: on Garco (as subcontractor) subcontracted work				0.00%					
										SUB-TOTAL	7,700	
			Insurance			Ī	1.00%	(of Subtotal)			77	
			Bond Premium	1			0.75%	(of Subtotal)			58	
										SUB-TOTAL	7,835	
			B & O Tax				0.47%	36				
			TOTAL - CHANGE ORDER REQUEST \$ 7									

SPECIFIC EXCLUSIONS:

1. WSST





P O Box 3366 Spokane, WA 99220-3366 Customer No:

12730 2759616

Invoice No: Inv Date:

Page:

02/08/19 Page 1 of 1

Customer PO: Customer Job:

1721 DAVID

Garco Construction

PO Box 2946

Spokane WA 99220-2946

heidih@garco.com ap@garco.com Central Pre-Mix Concrete Co.

P O Box 3366

Spokane, WA 99220-3366

509-534-6221

Delivered To:

US PAVILLION- HOWARD AND MALLON

Ordered By:

DAVID

Date	Code -	Material Description	QTY	UM	Unit Price	Haul QTY	Matl Total	Haul Total	Tax	Total
Plant:	05136	Spok-Sullivan Concrete								
02/08/19	313060 -	3000 PSI 3/4" INTERIOR	33.00	CY	89.45	0.00	2,951.84	0.00	0.00	2,951.84
02/08/19	467755 -	FUEL SURCHARGE	4.00	EA	0.00	0.00	0.00	0.00	0.00	0.00
02/08/19	487000 -	ENVIRONMENTAL SURCHARGE	33.00	EA	3.00	0.00	99.00	0.00	0.00	99.00
02/08/19	491124 -	NONCHLORIDE ACCEL 1.0%	33.00	CY	8.00	0.00	264.00	0.00	0.00	264.00
02/08/19	491795 -	WINTER CONCRETE CHARGE	33.00	EA	2.00	0.00	66.00	0.00	0.00	66.00
		Total Invoice:	136.00				3,380.84	0.00	0.00	3,380.84

Central Pre-Mix is now open for aggregate at our Key Rock Facility located at 9404 S. Cheney Spokane Rd, Spokane, Wa 99224

Finance Charges will be applied to any late invoices at a rate of 1.5% per month per credit agreement or the State's Lawful Amount

Terms: If paid by 03/10/2019 and account is current, cash* discount of 67.64 will be allowed

Invoice Amount:

3,380.84

* Discounts not allowed if paid by credit card.

Amount Paid:

Customer Name:

Garco Construction

Customer No: Invoice #:

12730

If you have any questions about your invoice please call 509-534-6221

Date:

2759616

Remit Payment To:

Central Pre-Mix Concrete Co.

Customer Job:

02/8/19 DAVID

PO Box 742421 Los Angeles, CA 90074

Customer Job: Customer PO:

1721

Due Date: 03/10/19

Please provide your email address below if you would like to start receiving your invoices via email



Harris Rebar Columbia Basin Inc.

CO-002

CHANGE ORDER

Bid Item No.: CO-002	Job No.: 16513850	Job Description: Riverfront Park U	IS Pavillion		riginal C/O Date: 1/28/18	Revised C/O Date	:
Sell To: G10173 Garco Co ap@garc	onstruction, Inc. o.com					'	
Change Order Descrip Butterfly S	ption: Sculpture Foundation						
Description			Туре		Quantity	Unit Price	Line Amount
Butterfly Sculpture	Foundation		Add		1 LS	2,301.00	2,301.00
						Total:	2,301.00
						. А	ddition To Contract
			Accepted By:	Name:			
						(Please Print)	
						(Signature)	
				Dotor			



10/25/19

Pavilion – PROM Butterfly Footing

Garco is charging T&M for the Footing and giving us a credit for the original drilled foundation.

Lorraine Mead

US Pavilion Cameron Reilly Concrete Changes CO



			UNIT P	PRICES		TOTALS					
Description	Quan. Unit	Labor	Material	Equip.	Garco Sub.	Labor	Material	Equip.	Garco Sub.	TOTAL	
	1.0 LS				820.00	-	-	-	820	820	
	1.0 LS	×			2,760.00	-	-	-	2,760	2,760	
Add Curb at Southern Walkway of NE Entry	1.0 LS				480.00	-	-	-	480	480	
	1.0 LS				(820.00)	-	-	-	(820)	(820)	
	LS					-	-	-	-	-	
	SUB-TOTALS	5		-	-	-	3,620	3,240			
ADD	ONE	OH & D. on Ga	roo (as subcontr	actor) self-perf	ormed work	15.00%					
ADD	-0N3.		•				145				
		A SAME OF THE SAME	•	•					SUB-TOTAL	3,385	
		Insurance				1.00%	34				
			m								
			· ·						SUB-TOTAL	25 3,444	
		B & O Tax 0.47% (of Subtotal)								16	
	Add Colored Concrete Band Under "Riverfront" sign on North Promenade Add Curbing to North Promenade "Credit Union" Entrance Add Curb at Southern Walkway of NE Entry Credit for Pavers Under "Riverfront" Sign on North Promenade	Add Colored Concrete Band Under "Riverfront" sign on North Promenade Add Curbing to North Promenade "Credit Union" Entrance Add Curb at Southern Walkway of NE Entry Credit for Pavers Under "Riverfront" Sign on North Promenade 1.0 LS	Add Colored Concrete Band Under "Riverfront" sign on North Promenade Add Curbing to North Promenade "Credit Union" Entrance Add Curb at Southern Walkway of NE Entry Credit for Pavers Under "Riverfront" Sign on North Promenade LS ADD-ONS: OH&P: on Ga OH&P: on Ga Insurance Bond Premiur	Add Colored Concrete Band Under "Riverfront" sign on North Promenade Add Curbing to North Promenade "Credit Union" Entrance Add Curb at Southern Walkway of NE Entry 1.0 LS Credit for Pavers Under "Riverfront" Sign on North Promenade LS SUB-TOTALS ADD-ONS: OH&P: on Garco (as subcontromator) OH&P: on Garco (as subcontromator) Insurance Bond Premium	Add Colored Concrete Band Under "Riverfront" sign on North Promenade Add Curbing to North Promenade "Credit Union" Entrance Add Curb at Southern Walkway of NE Entry 1.0 LS Credit for Pavers Under "Riverfront" Sign on North Promenade LS SUB-TOTALS ADD-ONS: OH&P: on Garco (as subcontractor) self-perf OH&P: on Garco (as subcontractor) subconti	Add Colored Concrete Band Under "Riverfront" sign on North Promenade 1.0 LS Add Curbing to North Promenade "Credit Union" Entrance 1.0 LS Add Curb at Southern Walkway of NE Entry 1.0 LS Credit for Pavers Under "Riverfront" Sign on North Promenade LS SUB-TOTALS ADD-ONS: OH&P: on Garco (as subcontractor) self-performed work. OH&P: on Garco (as subcontractor) subcontracted work Insurance Bond Premium	Add Colored Concrete Band Under "Riverfront" sign on North Promenade 1.0 LS 2,760.00 - Add Curbing to North Promenade "Credit Union" Entrance 1.0 LS 2,760.00 - Add Curb at Southern Walkway of NE Entry 1.0 LS 480.00 - Credit for Pavers Under "Riverfront" Sign on North Promenade LS 8 8 - ADD-ONS: OH&P: on Garco (as subcontractor) self-performed work. OH&P: on Garco (as subcontractor) subcontracted work 4.00% Insurance Bond Premium 0.75%	Add Colored Concrete Band Under "Riverfront" sign on North Promenade 1.0 LS 2,760,00 2,760,00 3,760,00 480,00 480,00 480,00 5 Credit for Pavers Under "Riverfront" Sign on North Promenade LS SUB-TOTALS ADD-ONS: OH&P: on Garco (as subcontractor) self-performed work. OH&P: on Garco (as subcontracted work 1.00% (of Subcontracted) Insurance Bond Premium 1.00% (of Subtotal)	Add Colored Concrete Band Under "Riverfront" sign on North Promenade "Credit Union" Entrance	Add Colored Concrete Band Under "Riverfront" sign on North Promenade "Credit Union" Entrance	

SPECIFIC EXCLUSIONS:

1. WSST





www.cameron-reilly.com

309 N Park Rd, Spokane Valley, WA 99212 509.466.5555 fax 509.468.3719 WA LIC#: CAMERRL942NU

ID LIC#: PWC-C-12153-UNLIMITED-4

OR LIC#: 202351

COP - 3

Date:	05/29/19
-------	----------

Job Name: Promenade	
Garco	

Item #	<u>Description</u>	<u>Unit</u>	<u>Quantity</u>	Price Per	<u>Total</u>
	Sign Footing - North End - Colored Band	LS	1	\$820.00	\$820.00
	A Curb - Extra Handset at Parking Lot on Howard and Mallon	LF	115	\$24.00	\$2,760.00
	Curb Wall - Pavilion off of Washington	LF	16	\$30.00	\$480.00
	Tertiary Paths (Colored Bands and Exposed Aggregate Bands) - North and South Promenade	SF	6624	\$11.50	\$76,176.00
	Place CSTC - Promenade and Tertiary Paving	TONS	650	\$46.15	\$29,997.50

\$110,2	233 50

Notes:

Price above includes the following mobilizations:

0.00 Additional mobilization: \$750.00

Price excludes staking, testing, restoration, traffic control, cold weather protection, joint sealing and gravel. Subgrade for curb machine to be 5' wide at grade of trimmable material. Otherwise, subgrade on grade. Final quanities to be field measured. General or Owner to provide wash-out tubs if required. Pricing is subject to acceptance within 21 days from date of quote.



10/25/19

<u>Pavilion – PROM – Add Curbs, Concrete and Credit for Pavers</u>

Based on the subcontractor pricing and credit, this was negotiated and accept by Parks.

Lorraine Mead

Existing Havermill Island Fencing CO





			UNIT P	RICES		TOTALS						
Phase Description	Quan. U	nit Labor	Material	Equip.	Garco Sub.	Labor	Material	Equip.	Garco Sub.	ТОТ	ΓAL	
Existing Fencing Purchase	1.0 LS	6	500			-	500	-			500	
	Ls	3				-	-	-				
		I	SUB-TOTALS	3		-	500	-	-		500	
	ADD-ONS:	OH&P: on (OH&P: on Garco (as subcontractor) self-performed work.				(of Labor, Mate	l erial & Equip.)			75	
	-			OH&P: on Garco (as subcontractor) subcontracted work				ct)			-	
									SUB-TOTAL		575	
		Insurance	Insurance				1.00% (of Subtotal)				6	
		Bond Premium 0.75% (of Subtotal)								4		
									SUB-TOTAL		585	
		D. O. Taur			,	0.470/	(af Culstatal)			Ī		
		B & O TAX	B & O Tax				0.47% (of Subtotal)				3	
		TOTAL -	CHANGE ORD	ER REQUE	ST					\$	588	

SPECIFIC EXCLUSIONS:

1. WSST

Spokane Park Board Briefing Paper



Committee				
Committee meeting date				
Requester			Phone number:	
Type of agenda item	Consent	Discussion	Information	Action
Type of contract/agreement	New	Renewal/extension	Amendment/change order	Other
City Clerks file (OPR or policy #)				
Item title: (Use exact language noted on the agenda)				
Begin/end dates	Begins:	Ends:	(pen ended
Background/history:				<u>· </u>
Motion wording:				
Approvals/signatures outside Parks:	Yes	No		
If so, who/what department, agency or c		INO		
Name:	Email addre	ess:	Phone:	
Distribution: Parks – Accounting Parks – Pamela Clarke Requester: Grant Management Department/Name:				
Fiscal impact: Expenditure Amount:	Revenu	e Budget code:		
Vendor: Existing vendor	New ver	ndor		
Supporting documents: Quotes/solicitation (RFP, RFQ, RFB) Contractor is on the City's A&E Roster - C UBI: Business license exp	ACH Forms (fo	W-9 (for new contractors/consultants/vendors ACH Forms (for new contractors/consultants/vendors Insurance Certificate (min. \$1 million in General Liability)		

Updated: 10/21/2019 3:23 PM



Hill International, Inc.

Lincoln Plaza 818 West Riverside Ave, Suite 400 Spokane, WA 99201

Tel: 509-747-8031 Fax: 509-747-8037 www.hillintl.com

November 1, 2019

Mr. Berry Ellison, PLA, Riverfront Park Redevelopment Program Manager City of Spokane Parks & Recreation 808 W Spokane Falls Blvd. Spokane, WA 99201

Subject: Riverfront Park - Program Management Support

Ref: Hill Amendment 9 – 2020 Program & North Bank Services

Dear Mr. Ellison:

Hill International Inc., (Hill) is pleased to submit this proposal for 2020 project/construction management services for Program Level Support and the North Bank Regional Playground project. Please refer to the attached Hill Fee Status spreadsheet for additional detail. The proposed 2020 Additional Services Request are:

Program Support	\$ 34,500
North Bank Regional playground	\$ 61,000
Remaining 2019 fee	(<u>\$ 35,000)</u>
Amendment Nine total	\$ 60,500

If you have any questions or need any additional information, please contact me at (425) 999-0953 or contact Matt Walker at (509) 220-9646. We look forward to continuing our work with you and the rest of the outstanding team at Spokane Parks and Recreation.

Very truly yours, Hill International, Inc.

rugony (Heir)

Gregory C. Heinz Vice President

Cc M. Walker, D. Selzer, Hill

Spokane Park Board Briefing Paper



Committee	Finance				
Committee meeting date	Nov. 12, 2019				
Requester	Fianna Dickson		Phone num	n ber : 625-629	7
Type of agenda item	Consent	Discussion	O Informatio	n	Action
Type of contract/agreement	New Rer	newal/extension	O Amendment/o	change order	Other
City Clerks file (OPR or policy #)	OPR 2016-0125				
Item title: (Use exact language noted on the agenda)	Desautel Hege Co	ommunications 20°	19 contract extension	on (\$147,000,	no tax)
Begin/end dates	Begins: 01/01/202	20 End	s: 12/31/2020		pen ended
Motion wording: Approve the contract extension for Desau	itel Hege for 2020 i	in the amount of \$			
Approvals/signatures outside Parks: If so, who/what department, agency or or	Yes ompany: Desautel	◯ No I Hege			
Name: Michelle Hege, President & CEO	Email address: j	essicaw@WEARE	DH.COM F	Phone: (509) 4	44-2350
Distribution: Parks – Accounting Parks – Pamela Clarke Requester: Fianna Dickson Grant Management Department/Name:		jessicaw@we	earedh.com		
Fiscal impact: Expenditure	Revenue				-
Amount: \$110,000		udget code: 400-30210-76120	-54451-99999		
\$5,000	3	346-49579-94000	-56504-99999		
\$32,000	4	600-30210-76611	-54451-99999		
Vendor:	A T A C C	ACH Forms	ew contractors/consu (for new contractors Certificate (min. \$1 m	/consultants/ve	

CONTRACT AMENDMENT/EXTENSION

THIS AGREEMENT is between the CITY OF SPOKANE PARKS AND RECREATION DIVISION, a Washington State municipal corporation, as "City", and "DESAUTEL HEGE COMMUNICATION (DH)," whose address is 315 W. RIVERSIDE AVENUE, SUITE 200, SPOKANE WASHINGTON 99201, as "CONSULTANT."

WHEREAS, the parties entered into a Contract wherein the "Consultant" agreed to COMMUNICATIONS, OUTREACH, BRANDING AND ADVERTISING; and

WHEREAS, additional work and time to perform has been requested; -- Now, Therefore,

The parties agree as follows:

- **1. CONTRACT DOCUMENTS.** The Contract dated JANUARY 1, 2020 DECEMBER 31, 2020, any previous amendments and/or extensions/renewals thereto are incorporated by reference into this document as though written in full and shall remain in fullforce and effect except as provided herein.
- **2. EFFECTIVE DATE.** This Contract Amendment/Extension shall become effective JANUARY 1, 2020.
- **3. ADDITIONAL WORK.** The scope of work of the original Contract is amended to add the following:

[SCOPE OF WORK IDENTIFIED IN EXHIBIT A].

- **4. EXTENSION.** The contract documents are hereby extended and shall run through DECEMBER 31, 2020.
- **5. COMPENSATION.** The City shall pay [NOT TO EXCEED ONE HUNDRED FORTY SEVENTY THOUSAND DOLLARS AND NO/100 DOLLARS, (\$147,000) for everything furnished and done under this Contract Amendment/Extension.

CITY OF SPOKANE PARKS AND RECREATION DIVISION: By:
APPROVED:
Assistant City Attorney

Attachments that are part of this Contract Extension:

CURRENT CERTIFICATE OF LIABILITY INSURANCE CURRENT LEGAL ENTITY REGISTRATION CURRENT BUSINESS LICENSE 2020 SCOPE OF WORK

CITY OF SPOKANE

PARKS & RECREATION DIVISION

Communication and Outreach Services – Desautel Hege January 1, 2020 – December 31, 2020

SCOPE OF WORK OVERVIEW

The scope of this contract includes assistance in development and implementation of strategic communication campaigns, video production, public engagement, and advertising designed to leverage and promote the multiple assets of the Parks & Recreation Division. The Consultant will assist in the development of comprehensive advertising and promotional campaigns to support the City of Spokane's Parks & Recreation Division featured events.

The Consultant shall work with City staff to manage overall communication strategies. The Consultant shall provide formal reports to City staff, and to the Park Board as requested.

Consultant shall coordinate all Scope of Work outlined in this document through City staff.

Communication and outreach services beginning January 1, 2020 and running through December 31, 2020, which may be extended for zero (0) additional one year contract terms subject to mutual agreement, with the total contract term not to exceed five (5) years. Yearly contract expenditure not to exceed One Hundred Forty Seven Thousand dollars and no cents (\$147,000.00), which includes all Consultant fees and all expenses related to fulfilling entire Scope of Work.

DETAILED SCOPE OF WORK

1) PLANNING

- a. Develop a marketing and advertising plan; including:
 - i. Goals and objectives
 - ii. Audience considerations
 - iii. Strategies and tactics
 - iv. Timeline
 - v. Deliverable: comprehensive marketing plan
 - vi. Timeline: Q1 2020
- Frequent meetings and account management
 - i. DH team members will facilitate frequent meetings.
 - ii. Timeline: monthly, ongoing.

2) <u>IMPLEMENTATION</u>

- a. Mix of marketing, advertising, and communication tactics will be identified in marketing, advertising and communication plan.
- b. DH shall develop quarterly plans that outline strategic priority tactics with associated costs to implement for that quarter.
- c. Tactics may include:
 - Shooting and editing of videos such as commercials, construction updates, and interviews with those working on project and those who work in the park, etc.
 - ii. Development of graphics, and other creative elements associated with Parks & Recreation Division brand and promotions.
 - iii. Development of strategic advertising campaign(s) for Parks & Recreation Division featured programs.
 - iv. Marketing campaign creative development to promote major programs and events, such as Aquatics season, Sports, etc.
 - v. Shooting and editing of videos for Parks & Recreation Division, such as commercials, promotional videos.
 - vi. Assist City staff in professional photography (primarily focused on, but not limited to: Golf, Aquatics, Sports, Outdoor Recreation, various City parks.)
 - vii. Campaign media buys—procurement, placement and billing strategy (includes standard agency commission 15%).
- d. Deliverables: Quarterly strategy implementation reports and applicable tactics.
- e. Cost and timeline will be outlined in quarterly plans.

3) MEASUREMENT

- a. Establish output/outcome measures for each campaign
 - i. Measures will be identified in marketing, advertising and communication plan and may include:
 - a. Digital analytics
 - b. Earned media coverage tracking
 - c. Attendance tracking at events
 - ii. Deliverable: quarterly and annual reports of marketing efforts and results to City staff
 - iii. Timeline: Q4 2020

City of Spokane

CONSULTANT AGREEMENT

Title: PUBLIC RELATIONS, ADVERTISING AND BRANDING THE RIVERFRONT PARK BOND REHABILITATION PROJECT COMMUNICATIONS AND OUTREACH FOR CITY OF SPOKANE PARKS AND RECREATION

This Agreement is made and entered into by and between the City of Spokane as ("City"), a Washington municipal corporation, and **DESAUTEL HEGE COMMUNICATIONS (DH)**, whose address is 315 West Riverside Avenue, Suite 200, Spokane, Washington 99201 as ("Consultant").

WHEREAS, The City is desirous of selecting a Consultant to perform the necessary public relations, advertising, and branding of the City's Riverfront Park Bond rehabilitation Project; and communications and outreach of the City's Parks and Recreation Division, and;

WHEREAS, The Consultant was selected from a formal City procurement solicitation via a Request For Qualifications (RFQ # 4192-15); and

-- NOW, THEREFORE, in consideration of the terms, conditions, covenants and performance of the Scope of Work contained herein, the City and Consultant mutually agree as follows:

1. TERM OF AGREEMENT.

The term of this Agreement begins on January 18, 2016 and ends on January 17, 2017, unless amended by written agreement or terminated earlier under the provisions.

2. TIME OF BEGINNING AND COMPLETION.

The Consultant shall begin the work outlined in the "Scope of Work" ("Work") on the beginning date, above. The City will acknowledge in writing when the Work is complete. Time limits established under this Agreement shall not be extended because of delays for which the Consultant is responsible, but may be extended by the City, in writing, for the City's convenience or conditions beyond the Consultant's control.

3. SCOPE OF WORK.

The General Scope of Work for this Agreement is described in Exhibit A – Consultant's Scope of Work, which is attached to and made a part of this Agreement.

The Work is subject to City review and approval. The Consultant shall confer with the City periodically, and prepare and present information and materials (e.g. detailed outline of completed Work) requested by the City to determine the adequacy of the Work or Consultant's progress.

4. PAYMENT.

Total **ANNUAL** compensation for Consultant's services under this Agreement shall not exceed **THREE HUNDRED AND FIFTEEN THOUSAND AND NO/100 DOLLARS (\$315,000.00)**, unless modified by a written amendment to this Agreement. This Agreement has the possibility of four (4) additional one (1) year extensions, upon mutual agreement of the parties.

The Consultant is entitled to monthly Progress Payments of SIX THOUSAND AND NO/100 DOLLARS (\$6,000.00), each month during the duration of the Agreement.

5. REIMBURSABLES

If the Agreement specified reimbursables to be compensated by the City, the following limitations apply. If no travel or direct charges are identified and allowed in the Agreement, the City shall provide no reimbursement.

- A. City will reimburse the Consultant at actual cost for expenditures that are pre-approved by the City in writing and are necessary and directly applicable to the work required by this Contract provided that similar direct project costs related to the contracts of other clients are consistently accounted for in a like manner. Such direct project costs may not be charged as part of overhead expenses or include a markup. Other direct charges may include, but are not limited to the following types of items: travel, printing, cell phone, supplies, materials, computer charges, and fees of subconsultants.
- B. The billing for third party direct expenses specifically identifiable with this project shall be an itemized listing of the charges supported by copies of the original bills, invoices, expense accounts, subconsultant paid invoices, and other supporting documents used by the Consultant to generate invoice(s) to the City. The original supporting documents shall be available to the City for inspection upon request. All charges must be necessary for the services provided under this Contract.
- C. The City will reimburse the actual cost for travel expenses incurred as evidenced by copies of receipts (excluding meals) supporting such travel expenses, and in accordance with the City of Spokane Travel Policy, details of which can be provided upon request.
- D. **Airfare**: Airfare will be reimbursed at the actual cost of the airline ticket. The City will reimburse for Economy or Coach Fare only. Receipts detailing each airfare are required.
- E. **Meals:** Meals will be reimbursed at the Federal Per Diem daily meal rate (excluding the "Incidental" portion of the published CONUS Federal M&I Rate) for the city in which the work is performed. Receipts are not required as documentation. The invoice shall state "the meals are being billed at the Federal Per Diem daily meal rate", and shall detail how many of each meal is being billed (e.g. the number of breakfasts, lunches, and dinners). The City will not reimburse for alcohol at any time.
- F. Lodging: Lodging will be reimbursed at actual cost incurred up to a maximum of the published General Services Administration (GSA) Index for the city in which the work is performed (the current maximum allowed reimbursement amount can be provided upon request). Receipts detailing each day / night lodging are required. The City will not reimburse for ancillary expenses charged to the room (e.g. movies, laundry, mini bar, refreshment center, fitness center, sundry items, etc.)
- G. **Vehicle mileage**: Vehicle mileage will be reimbursed at the Federal Internal Revenue Service Standard Business Mileage Rate in affect at the time the mileage expense is incurred (currently that rate is 56.5 cents per mile.) Please note: payment for mileage for long distances traveled will not be more than an equivalent trip round-trip airfare of a common carrier for a coach or economy class ticket.
- H. **Rental Car:** Rental car expenses will be reimbursed at the actual cost of the rental. Rental car receipts are required for all rental car expenses. The City will reimburse for a standard car of a mid-size class or less. The City will not reimburse for ancillary expenses charged to the car rental (e.g. GPS unit).
- I. **Miscellaneous Travel** (e.g. parking, rental car gas, taxi, shuttle, toll fees, ferry fees, etc.): Miscellaneous travel expenses will be reimbursed at the actual cost incurred. Receipts are required for each expense of \$10.00 or more.
- J. Miscellaneous other business expenses (e.g. printing, photo development, binding): Other miscellaneous business expenses will be reimbursed at the actual cost incurred and may not include a mark up. Receipts are required for all miscellaneous expenses that are billed.

Subconsultant: Subconsultant expenses will be reimbursed at the actual cost incurred and may not include a mark up. Copies of all Subconsultant invoices that are rebilled to the City are required

6. PAYMENT PROCEDURES.

The Consultant may submit invoices to the City as frequently as once per month during progress of work, for partial payment for work completed to date. Payment shall be made by the City to the Consultant upon the City's receipt of an invoice containing the information listed below.

Invoices	shall	be su	bmit	ted 1	to:
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CITY OF SPOKANE

PARKS AND RECREATION DIVISION
5th Floor – City Hall
808 West Spokane Falls Boulevard
Spokane, WA 99201

Invoices under this Contract shall clearly display the following information (subconsultants' invoices shall also include this information):

- Invoice Date and Invoice Number
- PARKS AND RECREATION DIVISION
- Project Coordinator: Katie FreemanFianna Dickson (Please do not put name in the address portion of the invoice)
- Department Contract No. OPR #
- Contract Title: PUBLIC RELATIONS, ADVERTISING AND BRANDING THE RIVERFRONT PARK BOND REHABILITATION PROJECT_ COMMUNICATIONS AND OUTREACH FOR CITY OF SPOKANE PARKS AND RECREATION
- Period covered by the invoice
- Project Title
- Employee's name and classification
- Employee's all-inclusive hourly rate excluding fixed fee and # of hours worked
- Total labor costs per Project
- Itemization of direct, non-salary costs (per Project, if so allocated)
- The following Sub-Consultant payment information will be provided [if needed] (attach Sub-Consultant invoices as backup):
 - Amount Paid to all Sub-Consultants for the invoice period (list separate totals for each Sub-Consultant).
 - Cumulative To-Date amount paid to all Sub-Consultants (list separate totals for each Sub-Consultant).
- Cumulative costs per Project and for the total Agreement

7. TAXES, FEES AND LICENSES.

- A. Consultant shall pay and maintain in current status, all necessary licenses, fees, assessments, permit charges, etc. necessary to conduct the work included under this Agreement. It is the Consultant's sole responsibility to monitor and determine changes or the enactment of any subsequent requirements for said fees, assessments, or changes and to immediately comply.
- B. Where required by state statute, ordinance or regulation, Consultant shall pay and maintain in current status all taxes necessary for performance. Consultant shall not charge the City for federal excise taxes. The City will furnish Consultant an exemption certificate where appropriate.
- C. The Director of Finance and Administrative Services may withhold payment pending satisfactory resolution of unpaid taxes and fees due the City.
- D. The cost of any permits, licenses, fees, etc. arising as a result of the projects included in this Agreement shall be included in the project budgets.

8. CITY OF SPOKANE BUSINESS LICENSE.

Section 8.01.070 of the Spokane Municipal Code states that no person may engage in business with the City without first having obtained a valid annual business registration. The Consultant shall be responsible for contacting the State of Washington Business License Services at http://bls.dor.wa.gov or 1-800-451-7985 to obtain a business registration. If the Contractor does not believe it is required to obtain a business registration, it may contact the City's Taxes and Licenses Division at (509) 625-6070 to request an exemption status determination.

9. ADDRESSES FOR NOTICES AND DELIVERABLE MATERIALS.

Deliver all official notices under this Agreement to:

If to the City:	If to the Consultant:
Parks and Recreation Division -	Firm Contact Name:
City of Spokane	DESAUTEL HEGE COMMUNICATIONS (DH)
5 th Floor – City Hall	315 West Riverside Avenue, Suite 200
808 West Spokane Falls Boulevard	Spokane, Washington 99201
Spokane, Washington 99201	

10. SOCIAL EQUITY REQUIREMENTS.

A. No individual shall be excluded from participation in, denied the benefit of, subjected to discrimination under, or denied employment in the administration of or in connection with this Agreement because of age, sex, race, color, religion, creed, marital status, familial status, sexual orientation including gender expression or gender identity, national origin, honorably discharged veteran or military status, the presence of any sensory, mental or physical disability, or use of a service animal by a person with disabilities. Consultant agrees to comply with, and to require that all subcontractors comply with, Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act, as applicable to the Consultant. Consultant shall seek inclusion of woman and minority business for subcontracting. A woman or minority business is one that self-identifies to be at least 51% owned by a woman and/or minority. Such firms do not have to be certified by the State of Washington.

11. INDEMNIFICATION.

The Consultant shall indemnify and hold the City and the State and their officers and employees harmless from all claims, demands, or suits at law or equity, including but not limited to attorney's fees and litigation costs asserted by third parties for bodily injury (including death) and/or property damage which arise from the Consultant's negligence or willful misconduct under this Agreement; provided that nothing herein shall require a Consultant to indemnify the City against and hold harmless the City from claims, demands or suits based solely upon the conduct of the City, its agents, officers and employees and provided further that if the claims or suits are caused by or result from the concurrent negligence of (a) the Consultant's agents or employees and (b) the City, its agents, officers and employees, this indemnity provision with respect to (1) claims or suits based upon such negligence, (2) the costs to the City of defending such claims and suits, etc.; shall be valid and enforceable only to the extent of the negligence of the Consultant, its agents or employees. The Consultant specifically assumes potential liability for actions brought by the Consultant's own employees against the City and, solely for the purpose of this indemnification and defense, the Consultant specifically waives any immunity under the state industrial insurance law, or Title 51 RCW. The Consultant recognizes that this waiver was specifically entered into pursuant to the provisions of RCW 4.24.115 and was the subject of mutual negotiation. The indemnification provided for in this section shall survive any termination or expiration of this Agreement.

The parties agree that the City is fully responsible for its own negligence, including negligent plant operations controlled by the City, and for its material breaches of this Contract. It is not the intent of this Section to limit this understanding.

12. INSURANCE.

The Consultant shall comply with all federal, state and local laws and ordinances applicable to the work to be done under this Agreement. This Agreement shall be interpreted and construed in accord with the laws of Washington.

During the period of the Agreement, the Consultant shall maintain in force at its own expense, each insurance noted below with companies or through sources approved by the State Insurance Commissioner pursuant to RCW 48:

The Contractor represents that it and its employees, agents and subcontractors, in connection with the Contract, are protected against the risk of loss by the insurance coverages required in the contract documents. The policies shall be issued by companies that meet with the approval of the City Risk Manager. The policies shall not be canceled without at least minimum required written notice to the City as Additional Insured.

There shall be no cancellation, material change, reduction of limits or intent not to renew the insurance coverage(s) without sixty (60) days written notice from the Consultant or its insurer(s) to the City. As evidence of the insurance coverages required by this Agreement, the Consultant shall furnish acceptable insurance certificates to the City at the time it returns the signed Agreement. The certificate shall specify all of the parties who are additional insureds, and include applicable policy endorsements, the sixty (60) day cancellation clause, and the deduction or retention level. The Consultant shall be financially responsible for all pertinent deductibles, self-insured retentions, and/or self-insurance.

13. AUDIT.

Upon request, the Consultant shall permit the City and any other governmental agency ("Agency") involved in the funding of the Work to inspect and audit all pertinent books and records. This includes work of the Consultant, any subconsultant, or any other person or entity that performed connected or related Work. Such books and records shall be made available upon reasonable notice of a request by the City, including up to three (3) years after final payment or release of withheld amounts. Such inspection and audit shall occur in Spokane County, Washington, or other reasonable locations mutually agreed to by the parties. The Consultant shall permit the City to copy such books and records at its own expense. The Consultant shall ensure that inspection, audit and copying rights of the City is a condition of any subcontract, agreement or other arrangement under which any other persons or entity may perform Work under this Agreement.

14. INDEPENDENT CONSULTANT.

- A. The Consultant is an independent Consultant. This Agreement does not intend the Consultant to act as a City employee. The City has neither direct nor immediate control over the Consultant nor the right to control the manner or means by which the Consultant works. Neither the Consultant nor any Consultant employee shall be an employee of the City. This Agreement prohibits the Consultant to act as an agent or legal representative of the City. The Consultant is not granted express or implied rights or authority to assume or create any obligation or responsibility for or in the name of the City, or to bind the City. The City is not liable for or obligated to pay sick leave, vacation pay, or any other benefit of employment, nor to pay social security or other tax that may arise from employment. The Consultant shall pay all income and other taxes as due. The Consultant may perform work for other parties; the City is not the exclusive user of the services that the Consultant provides.
- B. If the City needs the Consultant to Work on City premises and/or with City equipment, the City may provide the necessary premises and equipment. Such premises and equipment are exclusively for the Work and not to be used for any other purpose.
- C. If the Consultant works on the City premises using City equipment, the Consultant remains an independent Consultant and not a City employee. The Consultant will notify the City Project Manager if s/he or any other Workers are within ninety (90) days of a consecutive 36-month placement on City property. If the City determines using City premises or equipment is unnecessary to complete the Work, the Consultant will be required to work from its own office space or in the field. The City may negotiate a reduction in Consultant fees or charge a rental fee based on the actual costs to the City, for City premises or equipment.

15. KEY PERSONS.

The Consultant shall not transfer or reassign any individual designated in this Agreement as essential to the Work, without the express written consent of the City, which shall not be unreasonably withheld. If any such

individual leaves the Consultant's employment, the Consultant shall present to the City one or more individuals with greater or equal qualifications as a replacement, subject to the City's approval, which shall not be unreasonably withheld. The City's approval does not release the Consultant from its obligations under this Agreement.

16. ASSIGNMENT AND SUBCONTRACTING.

The Consultant shall not assign or subcontract its obligations under this Agreement without the City's written consent, which may be granted or withheld in the City's sole discretion. Any subcontract made by the Consultant shall incorporate by reference this Agreement, except as otherwise provided. The Consultant shall ensure that all subconsultants comply with the obligations and requirements of the subcontract. The City's consent to any assignment or subcontract does not release the consultant from liability or any obligation within this Agreement, whether before or after City consent, assignment or subcontract.

17. CITY ETHICS CODE.

- A. Consultant shall promptly notify the City in writing of any person expected to be a Consultant Worker (including any Consultant employee, subconsultant, principal, or owner) and was a former City officer or employee within the past twelve (12) months.
- B. Consultant shall ensure compliance with the City Ethics Code by any Consultant Worker when the Work or matter related to the Work is performed by a Consultant Worker who has been a City officer or employee within the past two (2) years.
- C. Consultant shall not directly or indirectly offer anything of value (such as retainers, loans, entertainment, favors, gifts, tickets, trips, favors, bonuses, donations, special discounts, work or meals) to any City employee, volunteer or official that is intended, or may appear to a reasonable person to be intended, to obtain or give special consideration to the Consultant. Promotional items worth less than \$25 may be distributed by the Consultant to a City employee if the Consultant uses the items as routine and standard promotional materials. Any violation of this provision may cause termination of this Agreement. Nothing in this Agreement prohibits donations to campaigns for election to City office, so long as the donation is disclosed as required by the election campaign disclosure laws of the City and of the State.

18. NO CONFLICT OF INTEREST.

Consultant confirms that the Consultant or workers have no business interest or a close family relationship with any City officer or employee who was or will be involved in the consultant selection, negotiation, drafting, signing, administration or evaluation of the Consultant's work. As used in this Section, the term Consultant includes any worker of the Consultant who was, is, or will be, involved in negotiation, drafting, signing, administration or performance of the Agreement. The term "close family relationship" refers to: spouse or domestic partner, any dependent parent, parent-in-law, child, son-in-law, daughter-in-law; or any parent, parent in-law, sibling, uncle, aunt, cousin, niece or nephew residing in the household of a City officer or employee described above.

19. ERRORS AND OMMISSIONS, CORRECTIONS.

Consultant is responsible for professional quality, technical accuracy, and the coordination of all designs, drawings, specifications, and other services furnished by or on the behalf of the Consultant under this Agreement in the delivery of a final work product. The standard of care applicable to Consultant's services will be the degree of skill and diligence normally employed by professional engineers or Consultants performing the same or similar services at the time said services are performed. The Final Work Product is defined as a stamped, signed work product. Consultant, without additional compensation, shall correct or revise errors or mistakes in designs, drawings, specifications, and/or other consultant services immediately upon notification by the City. The obligation provided for in this Section regarding acts or omissions resulting from this Agreement survives Agreement termination or expiration.

20. INTELLECTUAL PROPERTY RIGHTS.

A. Copyrights. The Consultant shall retain the copyright (including the right of reuse) to all materials and documents prepared by the Consultant for the Work, whether or not the Work is completed. The Consultant

grants to the City a non-exclusive, irrevocable, unlimited, royalty-free license to use copy and distribute every document and all the materials prepared by the Consultant for the City under this Agreement. If requested by the City, a copy of all drawings, prints, plans, field notes, reports, documents, files, input materials, output materials, the media upon which they are located (including cards, tapes, discs, and other storage facilities), software program or packages (including source code or codes, object codes, upgrades, revisions, modifications, and any related materials) and/or any other related documents or materials developed solely for and paid for by the City to perform the Work, shall be promptly delivered to the City.

- B. Patents: The Consultant assigns to the City all rights in any invention, improvement, or discovery, with all related information, including but not limited to designs, specifications, data, patent rights and findings developed with the performance of the Agreement or any subcontract. Notwithstanding the above, the Consultant does not convey to the City, nor does the City obtain, any right to any document or material utilized by the Consultant created or produced separate from the Agreement or was pre-existing material (not already owned by the City), provided that the Consultant has identified in writing such material as pre-existing prior to commencement of the Work. If pre-existing materials are incorporated in the work, the Consultant grants the City an irrevocable, non-exclusive right and/or license to use, execute, reproduce, display and transfer the pre-existing material, but only as an inseparable part of the work.
- C. The City may make and retain copies of such documents for its information and reference with their use on the project. The Consultant does not represent or warrant that such documents are suitable for reuse by the City or others, on extensions of the project or on any other project, and the City releases the Consultant from liability for any unauthorized reuse of such documents.

21. CONFIDENTIALITY.

Under Washington State Law (reference RCW Chapter 42.56, the *Public Records Act*) all materials received or created by the City of Spokane are *public records*. These records include but are not limited to bid or proposal submittals, agreement documents, contract work product, or other bid material. Some records or portions of records are legally *exempt from disclosure* and can be redacted or withheld. The Public Records Act (RCW 42.56 and RCW 19.10) describes those exemptions. Consultant must familiarize themselves with the Washington State Public Records Act (PRA) and the City of Spokane's process for managing records.

The City will try to redact anything that seems obvious in the City opinion for redaction. For example, the City will black out (redact) Social Security Numbers, federal tax identifiers, and financial account numbers before records are made viewable by the public. However, this does not replace your own obligations to identify any materials you wish to have redacted or protected, and that you think are so under the Public Records Act (PRA).

Protecting your Materials from Disclosure (Protected, Confidential, or Proprietary): You must determine and declare any materials you want exempted (redacted), and that you also believe are eligible for redaction. This includes but is not limited to your bid submissions, contract materials and work products.

Contract Work Products: If you wish to assert exemptions for your contract work products you must notify the City Project Manager at the time such records are generated.

Please note the City cannot accept a generic marking of materials, such as marking everything with a document header or footer, page stamp, or a generic statement that a document is non-disclosable, exempt, confidential, proprietary, or protected. You may not exempt an entire page unless each sentence is entitled to exemption; instead, identify paragraphs or sentences that meet the RCW exemption criteria you are relying upon.

City's Response to a Public Records Act Requests: The City will prepare two versions of your materials:

Full Redaction: A public copy that redacts (blacks out) both the exemptions (such as social security numbers) identified by the City and also materials or text you identified as exempt. The fully redacted version is made public upon contract execution and will be supplied with no notification to you.

Limited Redaction: A copy that redacts (blacks out) only the exemptions (such as social security numbers) identified by the City. This does <u>not redact (black out)</u> exemptions you identified. The Limited Redaction will be released only after you are provided "third party notice" that allows you the legal right under RCW 42.56.540 to bring a legal action to enjoin the release of any records you believe are not subject to disclosure.

If any requestor seeks the Limited Redacted or original versions, the City will provide you "third party notice", giving ten business days to obtain a temporary restraining order while you pursue a court injunction. A judge will determine the status of your exemptions and the Public Records Act.

22. DISPUTES.

Any dispute or misunderstanding that may arise under this Agreement, concerning the Consultant's performance, shall first be through negotiations, if possible, between the Consultant's Project Manager and the City's Project Manager. It shall be referred to the Director and the Consultant's senior executive(s). If such officials do not agree upon a decision within a reasonable period of time, either party may decline or discontinue such discussions and may then pursue the legal means to resolve such disputes, including but not limited to mediation, arbitration and/or alternative dispute resolution processes. Nothing in this dispute process shall mitigate the rights of the City to terminate the Agreement. Notwithstanding all of the above, if the City believes in good faith that some portion of the Work has not been completed satisfactorily, the City may require the Consultant to correct such work prior to the City payment. The City will provide to the Consultant an explanation of the concern and the remedy that the City expects. The City may withhold from any payment otherwise due, an amount that the City in good faith finds to be under dispute, or if the Consultant provides no sufficient remedy, the City may retain the amount equal to the cost to the City for otherwise correcting or remedying the work not properly completed. Waiver of any of these rights is not deemed a future waiver of any such right or remedy available at law, contract or equity.

23. TERMINATION.

- A. For Cause: The City or Consultant may terminate the Agreement if the other party is in material breach of this Agreement, and such breach has not been corrected to the other party's reasonable satisfaction in a timely manner. Notice of termination under this Section shall be given by the party terminating this Agreement to the other, not fewer than thirty (30) business days prior to the effective date of termination.
- B. For Reasons Beyond Control of Parties: Either party may terminate this Agreement without recourse by the other where performance is rendered impossible or impracticable for reasons beyond such party's reasonable control, such as, but not limited to, an act of nature, war or warlike operation, civil commotion, riot, labor dispute including strike, walkout or lockout, except labor disputes involving the Consultant's own employees, sabotage, or superior governmental regulation or control. Notice of termination under this Section shall be given by the party terminating this Agreement to the other, not fewer than thirty (30) business days prior to the effective date of termination.
- C. For City's Convenience: The City may terminate this Agreement without cause and including the City's convenience, upon written notice to the Consultant. Notice of termination under this Section shall be given by the party terminating this Agreement to the other, not fewer than ninety (90) business days prior to the effective date of termination.
- D. Actions upon Termination: if termination occurs not the fault of the Consultant, the Consultant shall be paid for the services properly performed prior to the actual termination date, with any reimbursable expenses then due, but such compensation shall not exceed the maximum compensation to be paid under the Agreement. The Consultant agrees this payment shall fully and adequately compensate the Consultant and all subconsultants for all profits, costs, expenses, losses, liabilities, damages, taxes and charges of any kind (whether foreseen or unforeseen) attributable to the termination of this Agreement.

E. Upon termination, the Consultant shall provide the City with the most current design documents, contract documents, writings and other products the Consultant has produced to termination, along with copies of all project-related correspondence and similar items. The City shall have the same rights to use these materials as if termination had not occurred; provided however, that the City shall indemnify and hold the Consultant harmless from any claims, losses, or damages to the extent caused by modifications made by the City to the Consultant's work product.

24. EXPANSION FOR NEW WORK.

This Agreement scope may be expanded for new work. Any expansion for New Work (work not specified within the original Scope of Work Section of this Agreement, and/or not specified in the original RFP as intended work for the Agreement) must comply with all the following limitations and requirements: (a) the New Work is not reasonable to solicit separately; (b) the New Work is for reasonable purpose; (c) the New Work was not reasonably known either the City or Consultant at time of contract or else was mentioned as a possibility in the solicitation (such as future phases of work, or a change in law); (d) the New Work is not significant enough to be reasonably regarded as an independent body of work; (e) the New Work would not have attracted a different field of competition; and (f) the change does not vary the essential identified or main purposes of the Agreement. The City may make exceptions for immaterial changes, emergency or sole source conditions, or other situations required in City opinion. Certain changes are not New Work subject to these limitations, such as additional phases of Work anticipated at the time of solicitation, time extensions, Work Orders issued on an On-Call contract, and similar. New Work must be mutually agreed and issued by the City through written Addenda. New Work performed before an authorizing Amendment may not be eligible for payment.

25. MISCELLANEOUS PROVISIONS.

- A. Amendments: No modification of this Agreement shall be effective unless in writing and signed by an authorized representative of each of the parties hereto.
- B. Binding Agreement: This Agreement shall not be binding until signed by both parties. The provisions, covenants and conditions in this Agreement shall bind the parties, their legal heirs, representatives, successors and assigns.
- C. Americans with Disabilities Act (ADA): Specific attention by the designer is required in association with the Americans with Disabilities Act (ADA) 42 U.S.C. 12101-12213 and 47 U.S.C. 225 and 611, its requirements, regulations, standards and guidelines, which were updated in 2010 and are effective and mandatory for all State and local government facilities and places of public accommodation for construction projects including alteration of existing facilities, as of March 15, 2012. The City advises that the requirements for accessibility under the ADA, may contain provisions that differ substantively from accessibility provisions in applicable State and City codes, and if the provisions of the ADA impose a greater or equal protection for the rights of individuals with disabilities or individuals associated with them than the adopted local codes, the ADA prevail unless approval for an exception is obtained by a formal documented process. Where local codes provide exceptions from accessibility requirements that differ from the ADA Standards; such exceptions may not be permitted for publicly owned facilities subject to Title II requirements unless the same exception exists in the Title II regulations. It is the responsibility of the designer to determine the code provisions.
- D. The Consultant, at no expense to the City, shall comply with all laws of the United States and Washington, the Charter and ordinances of the City of Spokane; and rules, regulations, orders and directives of their administrative agencies and officers. Without limiting the generality of this paragraph, the Consultant shall comply with the requirements of this Section.
- E. This Agreement shall be construed and interpreted under the laws of Washington. The venue of any action brought shall be in the Superior Court of Spokane County.
- F. Remedies Cumulative: Rights under this Agreement are cumulative and nonexclusive of any other remedy of law or in equity.
- G. Captions: The titles of sections or subsections are for convenience only and do not define or limit the contents.

- H. Severability: If any term or provision is determined by a court of competent jurisdiction to be invalid or unenforceable, the remainder of this Agreement shall not be affected, and each term and provision shall be valid and enforceable to the fullest extent permitted by law.
- I. Waiver: No covenant, term or condition or the breach shall be deemed waived, except by written consent of the party against whom the waiver is claimed, and any waiver of the breach of any covenant, term or condition shall not be deemed a waiver of any preceding or succeeding breach of the same or any other covenant, term of condition. Neither the acceptance by the City of any performance by the Consultant after the time the same shall have become due nor payment to the Consultant for any portion of the Work shall constitute a waiver by the City of the breach or default of any covenant, term or condition unless otherwise expressly agreed to by the City in writing.
- J. Additional Provisions: This Agreement may be modified by additional terms and conditions ("Special Conditions") which shall be attached to this Agreement as Exhibit D. The parties agree that the Special Conditions shall supplement the terms and conditions of the Agreement, and in the event of ambiguity or conflict with the terms and conditions of the Agreement, these Special Conditions shall govern.
- K. Entire Agreement: This document along with any exhibits and all attachments, and subsequently issued addenda, comprises the entire agreement between the City and the Consultant. If conflict occurs between contract documents and applicable laws, codes, ordinances or regulations, the most stringent or legally binding requirement shall govern and be considered a part of this contract to afford the City the maximum benefits.
- L. Negotiated Agreement: The parties acknowledge this is a negotiated agreement, that they have had this Agreement reviewed by their respective legal counsel, and that the terms and conditions of this Agreement are not to be construed against any party on the basis of such party's draftsmanship.
- M. No personal liability: No officer, agent or authorized employee of the City shall be personally responsible for any liability arising under this Contract, whether expressed or implied, nor for any statement or representation made or in any connection with this Agreement.

IN WITNESS WHEREOF, in consideration of the terms, conditions and covenants contained, or attached and incorporated and made a part, the parties have executed this Agreement by having legally-binding representatives affix their signatures below.

CONSULTANT	CITY OF SPOKANE		
Ву	Ву		
Signature Date	Signature	Date	
Type or Print Name	Type or Print Nar	me	
Title	Title		
Attest:	Approved as to form:		
City Clerk	Assistant City Attorne	ey	
Attachments: Exhibit A – Consultant's Scope of Work			

EXHIBIT A: CITY OF SPOKANE

PARKS & RECREATION DIVISION & RIVERFRONT PARK REDEVELOPMENT

Marketing, Advertising, and Brand Development Communication and Outreach Services – Desautel Hege January 7, 2016

SCOPE OF WORK OVERVIEW

The scope of this contract includes assistance in development and implementation of strategic marketing campaigns, video production, public engagement, and advertising designed to leverage and promote the multiple assets of the Parks & Recreation Division. The Consultant shall work with City staff to manage overall communication and marketing strategies. The Consultant shall provide formal reports regularly to City staff and occasionally to the Park Board.

There are two (2) distinct elements that will require directed services:

- Riverfront Park Assist in the development of comprehensive advertising and promotional
 campaigns communication and public outreach to support Riverfront Park brand awareness and the Riverfront
 Park Redevelopment.
- Parks and Recreation Assist in the development of comprehensive advertising and
 promotional communication campaigns to support the City of Spokane's Parks and Recreation Division featured programs and events.

Consultant shall coordinate all Scope of Work outlined in this document through City staff.

Marketing, advertising, and brand development Communication and outreach services beginning January 18, 2016 and running through January 17, 2017, which may be extended for four (4) additional one year contract terms subject to mutual agreement, with the total contract term not to exceed five (5) years. Yearly contract expenditure not to exceed Three Hundred Fifteen Thousand and no cents (\$315,000.00), which includes all Consultant fees and all expenses related to fulfilling entire Scope of Work.

DETAILED SCOPE OF WORK

- 1) RESEARCH: \$30,000 (not to exceed)
 - a. Strategy session with Park and Rec Division staff
 - i. Facilitation of strategy session with key City staff to identify goals and objectives, audience considerations, SWOT analysis.
 - i. Non-exhaustive deliverable list:
 - 1. Development and implementation of creative exercises
 - 2. Session facilitation
 - 3. Results/recommendation memo
 - ii. Timeline: Q1 2016
 - iii. Cost: \$2000
 - b. Research analysis
 - i. Secondary research review of existing Parks & Rec Division research
 - ii. Best practices review of other park revitalization projects
 - iii.ii. Best practices in engagement outreach
 - iv.iii. Deliverables:
 - i. Key findings research report
 - ii. Recommendations for additional research, if applicable
 - v.iv. Timeline: Q1 2016
 - vi.v. Cost: \$3500
 - b. Develop methodology to gauge ongoing community perceptions about Riverfront Park Redevelopment
 - viii. Specific methodologies will depend on research needs that are identified in Research Analysis, but may include:

 11 | Page
 - . Quantitative phone survey
 - . Focus groups
 - . Insight interviews

- . Online survey
- . Intercept interviews

xiv.vi. Deliverables:

- i. Research strategy memo
- ii. Key findings & research report
- xv.vii. Timeline will be dependent on identified research needs
- <u>xvi.viii.</u> Cost will be determined on mix of methodologies, but not to exceed \$30,000 combined total with 1) a and 1) b above, allowing up to \$24,500 for 1) c.

2) PLANNING: \$25,000

- Develop a marketing and advertising communication plan; including:
 - i. Goals and objectives
 - ii. Audience considerations
 - iii. Strategies and tactics
 - iv. Timeline
 - v. Deliverable: comprehensive marketing communication plan
 - vi. Timeline: Q1 2016
 - vii. Cost: \$8,000
- b. Monthly meetings
 - i. 2 DH team members will facilitate monthly meetings.
 - ii. Timeline: monthly, ongoing.
 - iii. Cost: \$600/month
- c. Ongoing event support
 - i. Determine the right mix of tactics
 - ii. Deliverables may include:
 - i. Paid media/ad placement
 - ii. Video and ad production
 - iii. Community outreach support
 - iv. Collateral development
 - iii. Timeline will be dependent on events and RFP schedule
 - iv.iii. Cost will be determined on mix of tactics developed; however, shall not exceed \$25,000 combined with 2) a and 2) b, allowing for up to \$16,400 total cost toward 2) c

3) IMPLEMENTATION: \$250,000

- a. Mix of marketing, advertising, and communication tactics will be identified in marketing, advertising and communication plan.
- b. DH shall develop quarterly plans that outline strategic priority tactics with associated costs to implement for that quarter.
- c. Tactics may include:
 - i. Development of strategic advertising concept and campaign(s) for Riverfront Parkcommunication and outreach campaign(s)
 - ii. Marketing campaign creative development to promote existing Riverfront Park and the Riverfront Park Redevelopment
 - iii.ii. Shooting and editing of videos such as commercials, construction updates, interviews with those working on project and those who work in the park, etc.
 - iv.iii. Development of graphics, and other creative elements associated with Riverfront Park brand and promotions
 - —Development of strategic advertising campaign(s) for Parks and Recreation Division featured programs
 - <u>vi.v.</u> Marketing campaign creative development to promote major programs and events, such as Aquatics season, Sports, etc.
 - <u>vii.vi.</u> Shooting and editing of videos for Parks and Recreation Division, such as commercials, promotional videos
 - Assist City staff in professional photography (primarily focused on, but not limited to: Golf, AbulaRege Sports, Outdoor Recreation, various City parks.

- <u>ix.viii.</u> Campaign media buys—procurement, placement and billing strategy (includes standard agency commission 15%), anticipated 50% of overall budget minimum of \$157,500; could include TV, radio, print, online, etc.
- x.ix. Production
- d. Deliverables: Quarterly strategy implementation reports and applicable tactics
- e. Cost and timeline will be outlined in quarterly plans, but will not exceed \$250,000

MEASUREMENT: \$10,000

- a. Establish output/outcome measures for each campaign
 - i. Measures will be identified in marketing, advertising and communication plan and may include:
 - a. Digital analytics
 - b. Advertising focus groups
 - c. Earned media coverage tracking
 - d. Attendance tracking at events
 - e. Ticket/season pass sales, other outputs, etc.
 - ii. Deliverable: quarterly reports of marketing efforts and results to City staff
 - iii. Timeline: quarterly, ongoing
 - iv. Cost: \$10,000

Spokane Youth & Senior Centers Association

2019 Highlights: SYSCA Centers

Association Members:

- Corbin Senior Activity Center
- East Central Community Center
- Hillyard Senior Center
- Mid-City Concerns Senior Center
- Northeast Youth Center
- Southwest Spokane Community Center
- Project Joy
- Sinto Senior Activity Center
- Southside Senior & Community Center
- West Central Community Center









Spokane Youth & Senior Centers
Association

2019 SYSCA 3rd Quarter Totals

Attendance / Volunteers

		Attendances By Quarter		YTD -Attendance	YTD - Volunteer Hrs	
<u>Center</u>	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	<u>Totals</u>	<u>Totals</u>
NE Youth Ctr	37,142	43,767	71,953		152,862	2,603
West CentralCC	21,057	14,862	46,447		82,366	1,226
Southwest CC	6,906	7911	9,960		24,777	1,154
ECCC / MLK	24,686	80,162	85,575		190,423	364
Hillyard Sr Ctr	19,563	19,807	20,731		60,101	8,868
Southside AC	31,870	33,177	20,009		85,056	5,120
Corbin Sr Ctr	22,271	22,006	23,369		67,646	6,203
Mid City Concerns	7,568	7,848	5,518		20,934	1,012
Sinto Sr Ctr	11,442	11,520	8,865		31,827	6,949
Project Joy	<u>6,767</u>	<u>7,123</u>	<u>4,345</u>		<u>18,235</u>	<u>8,512</u>
					704.007	40.044
Grand Totals	189,272	248,183	296,772		734,227	42,011

& Senior Centers
Association

Northeast Youth Center







The Northeast Youth Center was busy with over 180 children attending our summer programs. The kids finished the summer with a Lemonade stand that sent them to Triple Play! Our preschoolers took a trip to Walters Farm last month for some fun & then had a fabulous day at Brighton Court Assisted Living Center where they had a Halloween party with the seniors. We had more than 350 children attend our community Halloween party on Oct 25th and are busy working with our volunteer art teacher creating amazing pieces! Save the date for our auction on March 7th at Gonzaga University. Purchase tickets at spokaneneyc.org.

& Senior Centers
Association

Southwest Spokane Community Center











The first three are from our outing to <u>Camp Dart Lo</u>, the one of the rainbow was on the van ride back to the center. The others are <u>Coeur D' Alene Park</u> enjoying the fall colors and playing in the leaves!

& Senior Centers
Association

West Central Community Center





<u>Hallowfest 2019</u> - Over 500 families attended our Halloween carnival for games, caramel apples, magic show, and more. West Central Community Center staff and volunteers hung hundreds of coats in preparation for our <u>Coats 4 Kids</u> Distribution.



Spokane Youth & Senior Centers Association

East Central / MLKing Community Center

No Report

& Senior Centers
Association

Corbin Senior Activity Center











We has seen an increase in attendance, partly due to the 250 doorhangers the Emerson Garfield Neighborhood Group put out in October. Membership is increasing! We have a partnership with CHAS to do a study of social isolated seniors, by getting them involved with Corbin and tracking their wellness over the next year. We just had our annual auction which was a success. Our Christmas Lunch & show is December 13th & Magic show December 7th. We hosted a Veterans Luncheon for 120 veteran/spouses that enjoyed a BBQ lunch and a Quilt of Valor to Phil Harris for his 33yrs of service.

Spokane Youth & Senior Centers Association

Project Joy 'keeps on singing'



CANTILENA
Cello and Piano



HOLIDAY FLUTE TRIO Music for the various holidays throughout the year



NANCY RUSSELL Vocals and Guitar



JON LOUIS
Piano and vocal sing-along

Project Joy added 4 four new performers during the 3rd quarter of the year. We now have 30 performing groups who are bringing joy to the retirement and care center community. In the 3rd quarter Project Joy provided 74 performances and have given a total of 268 performances for the first three quarters of the year.

Our entertainers are currently busy performing for Veterans Day events and preparing for Holiday performances.

& Senior Centers
Association

Hillyard Senior Activity Center



2019 Fall Recreation Highlights

- 12th year of our 10 week Senior <u>Wii</u> <u>Bowling League</u> featuring 18 senior bowlers vying for top honors in our League & End of Season Tourney.
- Fall Traveling included our Yellowstone Overnight Trip!
- Many <u>Classes & Special Events</u> happen daily at HSC like our <u>Annual</u> <u>Halloween Masquerade Party & Dance!</u>

& Senior Centers
Association

Sinto Senior Activity Center









- The Wicket AngelsCroquet LeagueWinners 2019
- Annual Spaghetti Dinner & Craft Fair!
- Annual Membership <u>Picnic!</u>
- Annual <u>Veteran's Day</u> Luncheon!

& Senior Centers
Association

Mid-City Concerns Senior Program









- All had Great Fun at our Annual Summer Picnic!
- Music and <u>Dancing</u> at the center!
 - Crazy <u>Halloween</u> Costumes!

& Senior Centers
Association

Southside Senior & Community Center

Volunteer Appreciation lunch. Staff and board serve our volunteers.

Jennifer Papich from Parks and Rec attended as a guest speaker







Center raising money for a bullet proof vest for K9 unit

Veteran's Appreciation Dinner. MC Dan Kleckner. 250 guests and Veterans. Inc. Combat Veterans, ALR, FAFB, Chief Meidl and Captain Meidl. Sheriff Knezovich, Young Marines and 8 WWII Veterans.











Executive Director, Lisa Rosier at the BOOM event, Spokane County Fairgrounds



THANK YOU!

SYSCA appreciates our continued partnership with the Spokane Parks and Recreation Department!

Your funding is vital to the operations of our non-profit organizations.

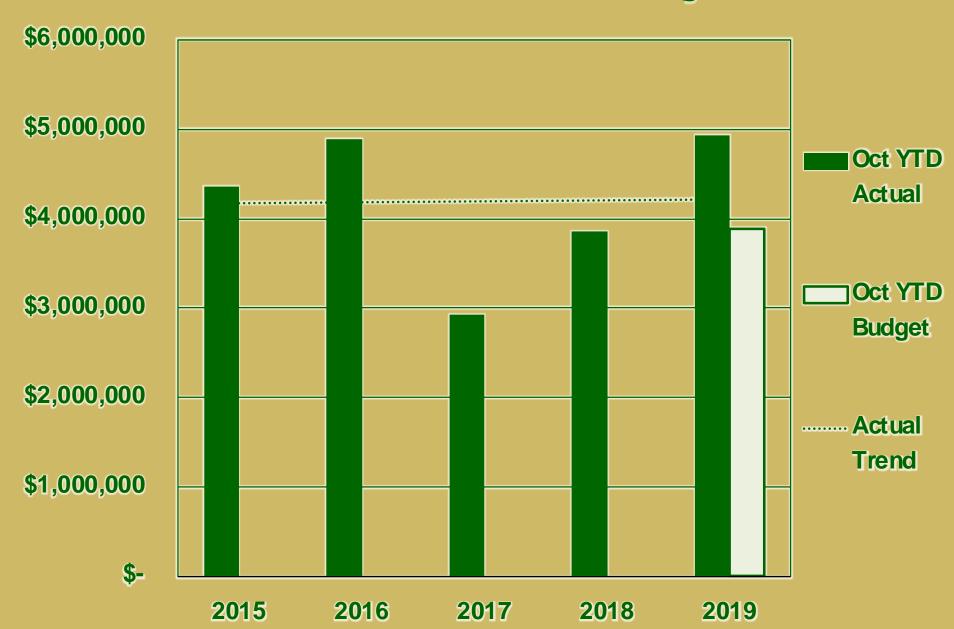


Financial Reports
October 2019

City of Spokane Parks & Recreation PARK FUND - Revenues & Expenditures

As of October 2019	2019	YTD	YTD	%YTD
(in millions)	Budget	Budget	Actual	Budget
Park Revenue	5.86	3.88	4.93	126.99%
Transfers In	17.05	14.02	13.31	94.93%
Funds Available	22.91	17.91	18.24	101.88%
Expenditures	-20.31	-16.37	-17.03	104.04%
Net Capital Outlay	-4.82	0.14	-1.24	-869.10%
Transfers Out	-0.29	-0.22	-0.15	64.70%
NET	-2.51	1.45	-0.17	
Beg. Noncommitted Bal*			-0.36	
End Noncommitted Bal			-0.83	

Park Fund Revenue
5 Year Trend & YTD Budget



City of Spokane Parks & Recreation GOLF FUND - Revenues & Expenditures

As of October 2019	2019	YTD	YTD	%YTD
(in millions)	Budget	Budget	Actual	Budget
Golf Revenue	3.81	3.24	3.62	111.79%
Transfers In	0.00	0.00	0.00	0.00%
Funds Available	3.81	3.24	3.62	111.79%
Expenditures	-3.26	-2.67	-2.57	96.38%
Transfers Out	-0.28	0.00	-0.11	0.00%
Capital Outlay	-0.27	-0.02	-0.10	100.00%
NET	0.00	0.55	0.84	
Beg. Noncommitted Bal*			-0.73	
End Noncommitted Bal**			0.11	

Golf Fund Revenue
5 Year Trend & YTD Budget



Riverfront Park Bond Fund

Project Component	Budget Adopted	Expended as of	Committed to	Budget Balance
Project Component	October 2019	October 31, 2019	Date	Budget Balance
1. South Bank	\$ 10,412,530.00	\$ 10,412,530.00	\$ -	\$ -
West				
2. South Bank	\$ 11,743,839.00	\$ 11,717,325.00	\$ 27,289.68	\$ (775.68)
Central				
3. Howard St.	\$ -	\$ -	\$ -	\$ -
SC Bridge				
4. Promenades	\$ 8,179,273.00	\$ 5,918,874.00	\$ 528,676.92	\$ 1,731,722.08
& Cent. Trail				
5. Havermale	\$ 22,564,788.00	\$ 20,426,487.00	\$ 1,667,100.92	\$ 471,200.08
Island				
6. snxw mene _?	\$ 1,741.00	\$ 1,741.00	\$ -	\$ -
7. North Bank	\$ 9,504,662.00	\$ 1,079,339.00	\$ 1,112,243.35	\$ 7,313,079.65
8. South Bank	\$ 156,847.00	\$ 156,847.00	\$ -	\$ -
East				
Program Level	\$ 5,498,692.00	\$ 4,056,657.00	\$ 253,008.28	\$ 1,189,026.72
Total	\$ 68,062,372.00	\$ 53,769,800.00	\$ 3,588,319.15	\$ 10,704,252.85

Spokane Park Board Briefing Paper



Committee	Land			
Committee meeting date	Nov. 6, 2019			
Requester	Garrett Jones		Phone number: 363-546	
Type of agenda item	Consent	ODiscussion	Information	Action
Type of contract/agreement	New OR	enewal/extension	Amendment/change order	Other
City Clerks file (OPR or policy #)				
Item title: (Use exact language noted on the agenda)	Release of Priva	ite Road Easement		f
Begin/end dates	Begins: Nov. 14	, 2019 Ends	: ✓	Open ended
Background/history: The Parks Division currently maintains a Palisades Park owned by the estate of Co Parks Division in September of 2010 to e available. Other access to Palisades Par easement at this time.	eleste M. Gusmai ventually vacate t	n. An agreement wa his easement, with F	s completed between this estate Park Board approval, when othe	and the access is
Motion wording: To approve this Release of Private Road	Easement			
Approvals/signatures outside Parks: Yes No If so, who/what department, agency or company: Estate of Celeste M. Gusman				
Name: Ms. Sarah G. Levitch, estate rep.	Email address		Phone:	
Distribution: Parks – Accounting Parks – Pamela Clarke Requester: Garrett Jones Grant Management Department/Name:		-	resentative of Estate er Lane, #354	
Fiscal impact: Expenditure Amount:	Revenue	Budget code:		
Vendor: Existing vendor Supporting documents: Quotes/solicitation (RFP, RFQ, RFB) Contractor is on the City's A&E Roster - C		W-9 (for ne ACH Forms	w contractors/consultants/vendors (for new contractors/consultants/vertificate (min \$1 million in Gener	endors

Updated: 10/21/2019 3:23 PM

After recording return to:

City of Spokane Attn: City Clerk City of Spokane W. 808 Spokane Falls Blvd. Spokane, WA 99201

Parcel #	
I alcei#	

RELEASE OF PRIVATE ROAD EASEMENT

The undersigned as beneficiary under that certain Private Road Easement, dated September 15, 2010 ("Easement"), in which Sarah G. Levitch, as personal representative of the Celeste M. Gusman, was Grantor, recorded on September 16, 2010, under recording numbers 5934599 and 5934323, records of Spokane County, Washington, does hereby release its interest that real property described in said Easement, said property situated in the City and County of Spokane, State of Washington.

Dated	, 20
	CITY OF SPOKANE
	By:
Attest:	
Clerk	
Approved as to form:	
Assistant City Attorney	

RELEASE OF EASEMENT - 1

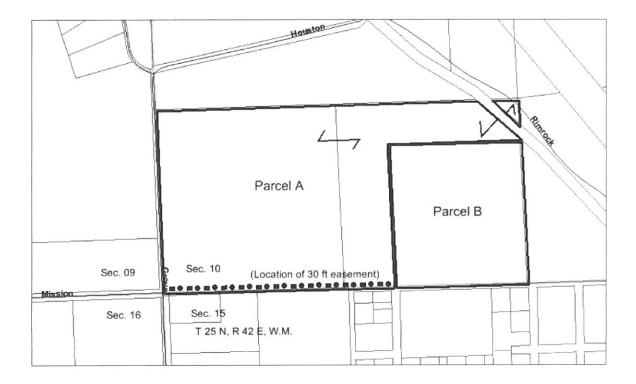
County of Spokane) I certify that I know or have satisfactory evidence that
I certify that I know or have satisfactory evidence that
I certify that I know or have satisfactory evidence that
and are the persons who appeared before me
said persons acknowledged that they signed this document, on oath stated that they
authorized to sign it and acknowledged it as the and C
respectively, of the City of Spokane, to be the free and voluntary act of such party for
uses and purposes therein mentioned.
DATED:
Notary Public in and for Washington
State, residing at
,

Exhibit A

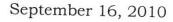
MAP of PRIVATE ROAD & UTILITY EASEMENT

THIS MAP is to according to the day of	npany the attached	d easement agreement n 10, by the undersigned p	nade and property	entered into this owner of record
Owner of Record:	Sarah	G. Levitch		
Signed:			_ Date:	9/15/200
WHEDEAS this easen	aent was created a	s a medium of ingress a	nd eares	es and utilities fo

WHEREAS this easement was created as a medium of ingress and egress and utilities for the benefit of the previously described property located within Section 10, Township 25N, Range 42E, W.M., in Spokane County, Washington, as shown below:









Ms. Sarah G. Levitch, Personal Representative Estate of Celeste M. Gusman, deceased 3117 E. Chaser Lane, Apartment #354 Spokane, WA 99223

Re:

Purchase & Sale Agreement, dated August 10, 2010

Private Road & Utility Easement

Dear Ms. Levitch:

Pursuant to the above-captioned agreement (the "Agreement"), the City of Spokane Parks Department has agreed to purchase certain property (the "Property") from you to be devoted to park and open space use. As we near the closing date under the Agreement, it has come to the attention of the Parks Department that, as a condition of completing the boundary line adjustment required by the Agreement, you have been asked to provide for an easement across your remaining property to provide the Property with access to and from Grove Road (the "Easement").

We understand that, when the Agreement was signed by the parties, you had not contemplated the need for the Easement and that your preference is for the necessary Easement to terminate at some future point. Because the Parks Department will enjoy access to the Property from its adjoining property to the east, I believe we can accommodate your needs by agreeing to release the Easement at an agreeable point after the underlying Agreement has closed. A decision to release the Easement will require Park Board approval. As Director of the Parks Department, I can give you my word that I will recommend that the Park Board agree to such a release at a mutually agreeable time following closing.

I hope the foregoing addresses your concerns. If you have any questions or concerns, we are more than willing to work with you through John Bottelli to address those concerns before closing, subject of course to Park Board approval.

Very truly yours,

Leroy Eadie

Spokane Parks and Recreation

808 West Spokane Falls Blvd. • Spokane, Washington 99201-3317 (509) 625-6200 • FAX (509) 625-6205 www.spokaneparks.org

09/15/2010 03:36:34 PM
Recording Fee \$65.00 Page 1 of 4
Easement BRUCE BUTTERWORTH
Spokane County Washington

RETURN NAME and ADDRESS

BRUCE BUTTERWORTH
9410 S LABRADOR LANE
SPOKANE, WA 99223
Please Type or Print Neatly and Clearly All Information
Document Title(s) PRIVATE ROAD & UTILITY EASEMENT
Reference Number(s) of Related Documents
Grantor(s) (Last Name, First Name, Middle Initial) SARAH G LEVITCH PERSONAL REP OF THE ESTATE OF CELESTE M GUSMAN
Grantee(s) (Last Name, First Name, Middle Initial) THE CITY OF SPOKANE
Legal Description (Abbreviated form is acceptable, i.e. Section/Township/Range/Qtr Section or Lot/Block/Subdivision) SW 10-25-42
Assessor's Tax Parcel ID Number 25103.9016 & 25103.9017
The County Auditor will rely on the information provided on this form. The Staff will not read the document to verify the accuracy and completeness of the indexing information provided herein.
Sign below only if your document is Non-Standard.
I am requesting an emergency non-standard recording for an additional fee as provided in RCW 36.18.010. I understand that the recording processing requirements may cover up or otherwise obscure some parts of the text of the original document. Fee for non-standard processing is \$50.
Signature of Requesting Party
R. E. Excise Tax Exempt Date 9-15 2010 Spokane County Treas. By

9410 S. Labrador Law Spokane WD, 9923

PRIVATE ROAD & UTILITY EASEMENT

THIS AGREEMENT made and entered into this day of soptember, 2010, by the undersigned property owner, who is granting the easement across their property, which is depicted on the attached Exhibit "A" as "Parcel A" and more particularly described as follows:

The Southwest Quarter of the Southwest Quarter of Section 10, Township 25 North, Range 42 East, W.M., in Spokane County, Washington, together with the Southeast Quarter of the Southwest Quarter of said Section 10, except Rimrock Drive and also except the following:

Commencing at the south quarter corner of said Section 10 also being the True Point of Beginning for this description: Thence North 00 degrees 02 minutes 07 seconds East along the North-South quarter section line 1191.59 feet; Thence North 88 degrees 41 minutes 28 seconds West 1096.95 feet; Thence South 00 degrees 02 minutes 07 seconds West 1191.59 feet to the southerly boundary of said Section 10; Thence South 88 degrees 41 minutes 28 seconds East along the section line common to Sections 10 and 15 1096.95 feet to the True Point of Beginning.

WHEREAS this easement is hereby created as a medium of ingress, egress and utilities for the benefit of the following described property:

A portion of the Southeast Quarter of the Southwest Quarter of Section 10, Township 25 North, Range 42 East, W.M., in Spokane County, Washington, more particularly described as follows:

Commencing at the south quarter corner of said Section 10 also being the True Point of Beginning for this description: Thence North 00 degrees 02 minutes 07 seconds East along the North-South quarter section line 1191.59 feet; Thence North 88 degrees 41 minutes 28 seconds West 1096.95 feet; Thence South 00 degrees 02 minutes 07 seconds West 1191.59 feet to the southerly boundary of said Section 10; Thence South 88 degrees 41 minutes 28 seconds East along the section line common to Sections 10 and 15 1096.95 feet to the True Point of Beginning.

Containing 30 acres more or less, and depicted on the attached Exhibit "A" as "Parcel B"

ACCESS to the above described tract of land along with a utility easement is provided by an access and egress easement being 30 feet wide and described as follows:

A 30 foot strip of land located in the south half of section 10, Township 25 North, Range 42 East of the Willamette Meridian, in Spokane County, Washington, the southern line of said easement being described as follows:

Commencing at the point of intersection of the easterly right of way line of Grove Avenue and the southerly boundary of said Section 10; Thence easterly along the south line of said Section 10, the same also being the line common to Sections 10

and 15, to a point on said south line that is 1096.95 feet westerly of the south quarter corner of said Section 10.

MAINTENANCE of the property covered by this easement shall be by the owner(s) of the benefiting property, as described above. Spokane County has no responsibility to maintain or otherwise service the private ingress and egress roadway/easement herein described.

I am the owner of record of the property involved with granting this easement.

Owner of Record: Savah G. Levitch

Signed: Date: 9/15/2010

STATE OF WASHINGTON) SS

County of Spokane

I certify that I know or have satisfactory evidence that Sakh G Wifth is the person who the person who appeared before me, and said person acknowledge that (he/she) signed this instrument and acknowledge it to be (his/her) free and voluntary act for the use and purposes mentioned in the instrument.

Dated:

9-15.2010

Notary Signature

My Appointment

Expires: 9.29.11

Seell any 2

Votany Public

Spokane Park Board Briefing Paper



Committee	Riverfront Park	Committee	=		
Committee meeting date	November 11,	2019			
Requester	Berry Ellison		Phone nur	nber : 509-625	-6276
Type of agenda item	O Consent	ODiscussion	O Information	on	Action
Type of contract/agreement	O New O	Renewal/extension	O Amendment,	/change order	Other
City Clerks file (OPR or policy #)	OPR 2016-103	38			
Item title: (Use exact language noted on the agenda)	Höweler + Yoo tax inclusive)	n Architects consultar	nt contract/Stepwe	ell art sculpture	(\$390,000,
Begin/end dates	Begins: 11/14/	2019 Ends	5: 12/31/2020		pen ended
Background/history: Höweler + Yoon Architects Master Contract consists of three (3) phases with a not-to-exceed budget of \$500,000. Phases 1 and 2 (Design) are complete with a cost of \$50,000. Phase 3 is for fabrication and installation of the "Stepwell" sculpture in Riverfront Park. Note: \$27,000 contingency and WA State sales tax is included in the \$390,000 contract.)0.		
Motion wording: To approve Phase 3 of the Lead Artist contract at Riverfront Park with Höweler + Yoon Architects for the fabrication of the Stepwell art piece in the amount of \$390,000, tax inclusive.				ition of the	
Approvals/signatures outside Parks:	Yes	O No			
If so, who/what department, agency or co				Dhana, C17 E1	7 4404
Name: Meejin Yoon	Email addres	s: myoon@hyarchited	cture.com	Phone: 617-51	7-4101
Distribution: Parks – Accounting Parks – Pamela Clarke Requester: bellison@spokanecity.org Grant Management Department/Name:		jlbrown@spol AnnaValdez@ dlarnold@spo	hillintl.com		
Fiscal impact: C Expenditure	Revenue				
Amount: \$390,000, tax inclusive		Budget code: 3346 49574 94000	56504 48193		ā
Vendor: • Existing vendor Supporting documents: Quotes/solicitation (RFP, RFQ, RFB) Contractor is on the City's A&E Roster - C	, •	W-9 (for ne	w contractors/consi (for new contractor	s/consultants/ve	Colonian Par



150, Lincoln Street 3A
Boston MA 02111
T 617.517.4101
F 617.517.4102
info@howeleryoon.com
www.howeleryoon.com

November 08, 2019

Spokane Parks & Recreation Department

RE: Proposal for material procurement, fabrication and installation of Stepwell Sculpture

We're pleased to submit this proposal for the Spokane Riverfront Park Stepwell Sculpture

Howeler+Yoon Architecture/MY Studio (Stepwell Artist) will furnish the Stepwell Sculpture to Spokane Parks & Recreation Department (Owner) in the Riverfront Park. The Stepwell components will be procured, fabricated, installed and commissioned by Quarra (Installer).

PROJECT DESCRIPTION:

The public art sculpture known as Stepwell has been designed and developed as a unique inhabitable sculpture situated at the crest of small hill and along a path in the Riverfront Park. Stepwell consists of a mass timber stacked structure that produces a seating area on the inside of a rectangular "bowl-shaped" section.

The subject of this proposal is the implementation of the design of Stepwell.

SCOPE OF WORK:

We understand that Stepwell is to be incorporated into a larger re-design of this section of the park, being undertaken by the Owner and designed by SPVV Landscape Architects. The current understanding is that the Owner will provide site improvements that include: excavation, footing foundation (concrete, reinforcement and F1554 Anchor bolts rods), grading, electrical lighting, irrigation, landscaping and coordination. The Stepwell Installer will deliver a custom anchor setting template to coordinate the concrete footing installation.

Quarra has been identified as a fabricator capable of milling the glulam to achieve the sculptural form of Stepwell. Glulam billets of Alaskan Yellow Cedar will be procured by Quarra for milling where they will be fabricated at their Wisconsin studio and shipped to site. HYA and Quarra's experience on past projects have established a pathway for seamless transition from design to precise digital fabrication. The close coordination of the knifeplate assembly by Quarra will enable a precise installation on site. Once Stepwell is installed, the Owner will complete site improvements.

SERVICES

- Produce documents for incorporation into SPVV drawings as Alternate#3
- Coordinate with Owner on preparation of site to receive Stepwell
- Provide 3D digital model information to Quarra
- Coordinate with Quarra, structural engineer, and wood specialist
- Provide on-site consultation during installation of Stepwell

COMPENSATION & SCHEDULE

Engineering consulting and Design Coordination (no Tax)	\$ 67,000
Stepwell Sculpture- Procurement, Fabrication, Delivery and install (Plus Tax)	\$ 302,580
Subtotal	\$ 369,580
10% Contingency	\$ 30,258
Tax (0.89%)	\$ 29,623
Insurance (2.4%) Placeholder- TBC	\$ 10,539
Total budget	\$ 440,000

Eric Höweler T 617.517.4101

Spokane Park Board Briefing Paper



Committee	Riverfront Park Committee
Committee meeting date	November 11, 2019
Requester	Berry Ellison Phone number: 509-625-6276
Type of agenda item	Consent Oiscussion Oinformation Action
Type of contract/agreement	New Renewal/extension Amendment/change order Other
City Clerks file (OPR or policy #)	
Item title: (Use exact language noted on the agenda)	Spokane Arts consulting contract/Riverfront Park signature art piece (\$100,000, tax inclusive).
Begin/end dates	Begins: 11/14/2019 Ends: 12/31/2020 Open ended
and closeout the project for a new signate Committee and the Park Board. Motion wording: I move to approve Spokane Arts consulting	
Name: Melissa Huggins	Email address: melissa@spokanearts.org Phone: 509-321-6444
Distribution: Parks – Accounting Parks – Pamela Clarke Requester: bellison@spokanecity.org Grant Management Department/Name:	jlbrown@spokanecity.org AnnaValdez@hillintl.com melissa@spokanearts.org dlarnold@spokanecity.org
Fiscal impact: Expenditure	Revenue
Amount: \$100,000.00	Budget code: 3346 49579 94000 56504 99999
Vendor: Existing vendor Supporting documents: Quotes/solicitation (RFP, RFQ, RFB) Contractor is on the City's A&E Roster - C	



October 25, 2019

Spokane Arts proposes to contract with the City of Spokane's Parks department to commission a new piece of artwork for Riverfront Park using the remaining art budget dedicated to the renovation of Riverfront Park.

Scope

Spokane Arts will administer the public art project from creating a call for artists through final installation.

In coordination with the Joint Arts Committee of the Park Board, Spokane Arts will coordinate an artist selection process beginning with a call for artists. The call for artists will be limited to artists from the Inland Northwest, and include a requirement to consult the existing arts master plan for guidance and, if selected, to work in coordination with the JAC and Parks staff regarding

The RFQ will create a pool of qualified artists. The jury, which will likely include Joint Arts Committee members, Parks staff, representatives of the Spokane Tribe, and community members, will review all qualified applicants' materials online and select 3 artists/artist teams for interviews. Finalists will be asked to present a design concept and share their initial ideas for a possible site with the committee. After artist selection, the artist/team will be asked to refine their design and select a site for the art piece in consultation with the committee.

Spokane Arts will serve as the primary point of contact for the artist/team to ensure the project is executed on time and within budget. Spokane Arts will ensure coordination with Parks department staff regarding the installation.

Proposed Budget

\$79,000 artist budget (includes design, fabrication, artist fee and contingency)
\$15,000 administrative fee for Spokane Arts
\$6,000 taxes
\$100,000 total Not-to-Exceed budget

Projected Timeline

November 2019: Park Board votes on funding allocation and contracts with Spokane Arts to execute project

December/January 2020: Release call for artists via RFQ

February 2020: Jury reviews submissions, interviews artists, selects artists/team. Contract with artist. Artist meets with JAC and Parks staff to discuss design concept and possible sites. March – August 2020: Fabrication, final site selection, etc.

Fall 2020: Installation of sculpture, in coordination with other Riverfront Park redevelopment projects

Payment schedule

Spokane Arts will invoice the Parks department in four phases: 25% after artist selection is complete in February 2020, 50% in May 2020, 20% upon final installation of the art piece, and the final 5% upon Parks department confirmation that the project has been completed satisfactorily.

Spokane Park Board Briefing Paper



Committee	Riverfront Park Committee						
Committee meeting date	November 11, 201	9					
Requester	Jonathan Moog		Phone number: 625-624	3			
Type of agenda item	Consent (Information	Action				
Type of contract/agreement	New Re	newal/extension	Amendment/change order	Other			
City Clerks file (OPR or policy #)							
Item title : (Use exact language noted on the agenda)	Riverfront Park reve	nue stabilization reso	lution (\$200,000.00, no tax)				
Begin/end dates	Begins: 1/1/2019	Ends	:12/31/2019	Open ended			
Background/history:							
In preparation for the 2019 budget, Riverfront wide redevelopment project. The Pavilion proj flexible, mutually-agreeable completion sched September 2019 made it infeasible to obtain bucket revenue, rental fees, food and beverage transfer \$200,000 from the Parks and Recrea Pavilion programming.	ect was a design-bui ule in order to meet to oudgeted revenue fro concessions, and na	d collaboration betwe he goals of the projec m the anticipated prog aming sponsorship. R	en the City and contractor resulting tt. The resulting completion of the P gramming. Impacted revenue sourc iverfront Park is requesting authoriz	in a more avilion in es include ation to			
Motion wording:							
Approve revenue stabilization resolution, as p to Riverfront Park.	resented, calling for t	he transfer of \$200,00	00, from the Parks revenue stabiliza	ation fund			
Approvals/signatures outside Parks:	O Yes	No					
If so, who/what department, agency or c	• •		DI				
Name:	Email address:		Phone:				
Distribution: Parks – Accounting Parks – Pamela Clarke Requester: Jonathan Moog Grant Management Department/Name:							
Fiscal impact: Expenditure	Revenue						
Amount: Not Applicable		sudget code: Not Applicable					
Vendor: Existing vendor Supporting documents: Quotes/solicitation (RFP, RFQ, RFB) Contractor is on the City's A&E Roster - Quotes Business license exp		W-9 (for nev	w contractors/consultants/vendors for new contractors/consultants/vertificate (min. \$1 million in Gener	endors			

Updated: 10/21/2019 3:23 PM

CITY OF SPOKANE PARK BOARD

RESOLUTION

A Resolution to approve an appropriation of Two Hundred Thousand dollars (\$200,000) from the Park Fund Stabilization Account to support Riverfront Park revenue shortages resulting from impacts of park construction during the 2019 budget year:

WHEREAS, in 2019 City continued construction on the voter approved redevelopment bond resulting in extended construction timelines of the U.S. Pavilion which postponed implementation of projected revenue producing programs, delayed naming rights initiatives, and created additional indirect operational cost increases;

WHEREAS, 2019 Riverfront Park actual revenue is expected to be materially less than forecasted in the annual budget. Earned projected revenue is \$3.2 million as compared to budget expectation of \$3.4 million;

WHEREAS, the revenue shortfall did not result from pricing services or offering discounts below the cost recovery goal or mismanagement;

WHEREAS, major renovation of grounds and facilities increased unanticipated expenses such as non-bond supported furnishing, fixtures, and equipment (FFE) purchases, expenses associated with closure, pavilion reconstruction, and additional temporary-seasonal staffing to support a greater than expected FFE procurement effort;

NOW THEREFORE, IT IS HEREBY RESOLVED that the Park Board approves an appropriation of Two Hundred Thousand dollars (\$200,000) from the Park Fund Revenue Stabilization Account to support the 2019 Riverfront Park budget.

Dated this day of November 2019.		
	Park Board President	
Attest:	Approved as to form:	
City Clerk	Assistant City Attorney	

Spokane Park Board Briefing Paper



Committee	inance						
Committee meeting date	Nov. 12, 2019						
Requester	Jason Conley	Phone nu	mber: 625-6211				
Type of agenda item	Consent Discussion	n Informat	ion 🕝 Action				
Type of contract/agreement	New Renewal/exter	sion O Amendment	t/change order Other				
City Clerks file (OPR or policy #)							
Item title: (Use exact language noted on the agenda)	Spokane Parks Foundation M all-inclusive playground fundi		anding/Riverfront Park				
Begin/end dates	Begins: Nov. 12, 2019	Ends: Dec. 31, 2024	Open ended				
Background/history:							
Parks and Recreation partnered with the Spokane Parks Foundation to raise addition funds through private donations towards completing the Riverfront Park Master Plan. The Parks Foundation has secured a donation to fully fund an inclusive playground on West Havermale Island (near the former YMCA playground.) The \$1.3 million donation is designated for the playground, including an ADA accessible restroom. The donor has committed 20% of the project funds per year, for a 5-year period. To leverage ongoing Bond construction in this quadrant of the park, along with mitigating future construction cost escalation, Parks is seeking SIP funds to construct the playground in 2020. The loan will be repaid by utilizing the annual donor funds committed to the Foundation. An MOU between the Park Board and Park Foundation depicts this funding agreement. The Foundation is contributing \$400,000 in funding, as a down payment to the total project cost.							
Motion wording: To approve the Spokane Parks Foundational-inclusive playground funding plan.	n Memorandum of Understan	ding, as presented, rela	ting to the Riverfront Park				
Approvals/signatures outside Parks: If so, who/what department, agency or c	Yes No mpany: Spokane Parks Fo	undation					
Name: Terri Fortner	Email address: ed@spokar		Phone: 509-710-3033				
Distribution: Parks – Accounting Parks – Pamela Clarke Requester: Jason Conley Grant Management Department/Name:	ed@s _l	ookaneparksfoundation.	org				
Fiscal impact: Expenditure	Revenue						
Amount:	Budget code	:					
Vendor:	New vendor						
Supporting documents: Quotes/solicitation (RFP, RFQ, RFB) Contractor is on the City's A&E Roster - Question of the City's A&E Roster - Qu	ty of Spokane W-9	(for new contractors/con Forms (for new contractor France Certificate (min. \$1					

Updated: 10/21/2019 3:23 PM



MEMORANDUM OF UNDERSTANDING BETWEEN THE CITY OF SPOKANE AND THE SPOKANE PARKS FOUNDATION

THIS MEMORANDUM OF UNDERSTANDING is made by and between the City of Spokane Parks and Recreation Division, a Washington State municipal corporation, located at City Hall, 808 West Spokane Falls Boulevard, Spokane, Washington 99201 (City), and the Spokane Parks Foundation, a Washington State nonprofit, tax exempt corporation located at 222 West Mission, Ste. 240, Spokane, Washington 99201 (Foundation).

WHEREAS, City of Spokane Parks and Recreation Division owns or operates and maintains real estate, buildings and other recreational and entertainment facilities, and operates a wide variety of programs and services; and

WHEREAS, the Spokane Parks Foundation wishes to support the City's Parks and Recreation Division's vision and mission and, as an independent tax exempt corporation, has the ability to raise philanthropic dollars for parks throughout Spokane County that can accomplish more than public funding allows; and

WHEREAS, City of Spokane Parks and Recreation Division wishes to take out a Spokane Investment Pool ("SIP") loan to cover the costs of the Shane's Inspiration Inclusive Playground (Playground) beginning in the spring of 2020, before the entire Playground pledge payments have been received, to align with the timing of other West Havermale projects and construction; and

WHEREAS, the Playground project includes a two stall ADA accessible restroom facility within the footprint of the Playground design (Exhibit A) and;

WHEREAS, the Foundation wishes to accept the responsibility for collecting private donor pledges at its sole risk and remitting these funds to Spokane Parks and Recreation to cover the SIP loan debt services according to an agreed upon payment schedule; and

WHEREAS, the Foundation desires and Parks and Recreation Division have agreed to a SIP loan amount not to exceed \$900,000; and,

THEREFORE, based on the foregoing, the parties enter into the following Agreement:

The City agrees to request a loan from the Spokane Investment Pool ("SIP") in the amount of \$900,000, said loan will be the guaranteed funding source to construct the \$1.3 million dollar Playground in 2020. This loan will be requested by Parks and Recreation when needed, but no

later than December 16, 2019.

Interest on the loan begin accruing immediately as funds are withdrawn by the Parks and Recreation Division and will be repaid within a 5-year term, not to extend beyond December 31, 2024. There shall be no penalty for early repayment of said loan.

The Foundation shall receive notice of, review and approve all construction change orders. Any expenditures of the \$250,000 designated as contingency funds (in Exhibit B) will require Foundation approval.

The Foundation will make bi-annual payments to the City, under a payment schedule that begins after the first withdrawal of funds. The payments and payment schedule will be produced by the City (Exhibit B). Payments shall be made by the Foundation, to the City on a mutually agreeable day of the month in May and November of each year.

No later than December 6, 2019, the Foundation will make a \$400,000 down payment to the City utilizing funds received through the Campaign for Riverfront Spokane designated for the Playground. Soon thereafter, the City will request the first loan installment in the amount of \$650,000.

Any future loan draws, not to exceed \$250,000, will be approved by the Foundation.

CITY OF SPOKANE PARKS AND RECREATION DIVISION

Ву	
(Name)	Date
(Title)	
Attest:	Approved as to form:
City Clerk	Assistant City Attorney
SPOKANE PARKS FOUNDATION	
Ву	
(Name)	Date
(Title)	_

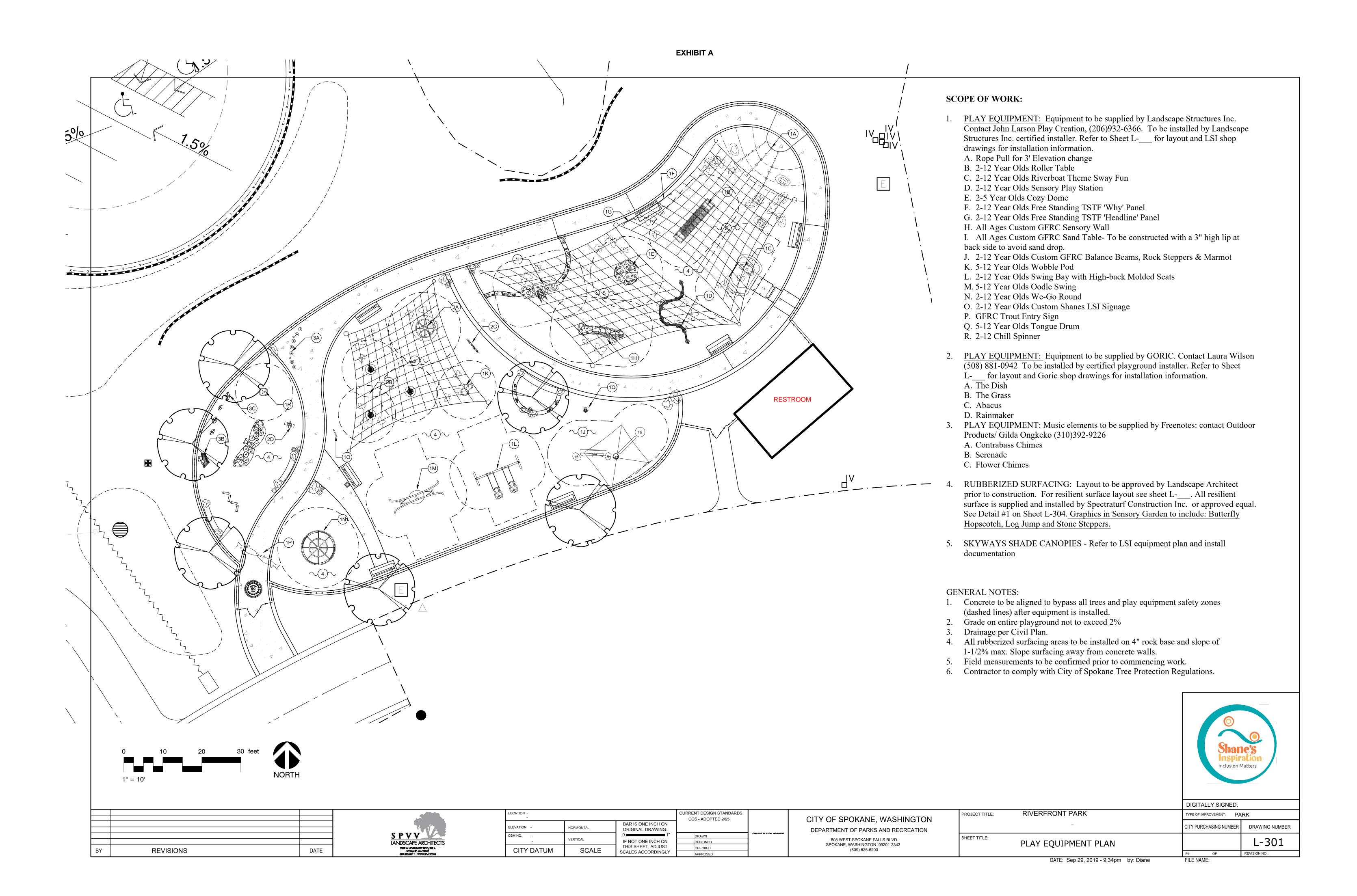


EXHIBIT B

Loan Summary Funds Utilized for Expected Playground Expenditures

Loan Amount: Annual Interest Rate: Loan Date: Payment Frequency: Total Interest Due:

\$650,000.00 2.5000% 12/01/2019 Semiannually \$45,762.08

Number of Payments: Periodic Payment: \$69,576.21 1st Payment Due: Last Payment Due: Total All Payments: 06/01/2020 12/01/2024 \$695,**7**62.08

10

Payment Schedule

#/Yea	r Date	Payment	Interest	Principal	Balance
Loan	12/01/2019	0.00	0.00	0.00	650,000.00
1:1	06/01/2020	69,576.21	8,167.44	61,408.77	588,591.23
2:1	12/01/2020	69,576.21	7,395.82	62,180.39	526,410.84
	2020 Totals:	139,152.42	15,563.26	123,589.16	
	Running Totals:	139,152.42	15,563.26	123,589.16	
3:2	06/01/2021	69,576.21	6,614.50	62,961.71	463,449.13
4:2	12/01/2021	69,576.21	5,823.37	63,752.84	399,696.29
	2021 Totals:	139,152.42	12,437.87	126,714.55	
	Running Totals:	278,304.84	28,001.13	250,303.71	
5:3	06/01/2022	69,576.21	5,022.30	64,553.91	335,142.38
6:3	12/01/2022	69,576.21	4,211.16	65,365. 05	269,777.33
	2022 Totals:	139,152.42	9,233.46	129,918.96	
	Running Totals:	417,457.26	37,234.59	380,222.67	
7:4	06/01/2023	69,576.21	3,389.83	66,186.38	203,590.95
8:4	12/01/2023	69,576.21	2,558.18	67,018.03	136,572.92
	2023 Totals:	139,152.42	5,948.01	133,204.41	
	Running Totals:	556,609.68	43,182.60	513,427.08	
9:5	06/01/2024	69,576.21	1,716.08	67,860.13	68,712.79
10:5	12/01/2024	69,576.19	863.40	68,712.79	0.00
	2024 Totals:	139,152.40	2,579.48	136,572.92	
	Running Totals:	695,762.08	45,762.08	650,000.00	

Last payment decreased by \$0.02 due to rounding

Calculation method: Normal, 365 days per year

financial-calculators.com

Loan Summary Contingency Funds for Playground

Loan Amount: Annual Interest Rate: Loan Date: Payment Frequency: Total Interest Due:

\$250,000.00 2.5000% 06/01/2020 Semiannually \$17,600.79

Number of Payments: Periodic Payment: \$26,760.08 1st Payment Due: 12/01/2020 Last Payment Due: 06/01/2025 Total All Payments: \$267,600.79

10

Payment Schedule

#/Ye	ar Date	Payment	Interest	Principal	Balance
Loan	1: 06/01/2020	0.00	0.00	0.00	250,000.00
1:1	12/01/2020	26,760.08	3,141.32	23,618.76	226,381.24
	2020 Totals:	26,760.08	3,141.32	23,618.76	
	Running Totals:	26,760.08	3,141.32	23,618.76	
2:1	06/01/2021	26,760.08	2,844.54	23,915.54	202,465.70
3:2	12/01/2021	26,760.08	2,544.04	24,216.04	178,249.66
	2021 Totals:	53,520.16	5,388.58	48,131.58	ŕ
	Running Totals:	80,280.24	8,529.90	71,750.34	
4:2	06/01/2022	26,760.08	2,239.76	24,520.32	153,729.34
5:3	12/01/2022	26,760.08	1,931.65	24,828.43	128,900.91
	2022 Totals:	53,520.16	4,171.41	49,348.75	,
	Running Totals:	133,800.40	12,701.31	121,099.09	
6:3	- 06/01/2023	26,760.08	1,619.68	25,140.40	103,760.51
7:4	12/01/2023	26,760.08	1,303.78	25,456.30	78,304.21
	2023 Totals:	53,520.16	2,923.46	50,596.70	10,001122
	Running Totals:	187,320.56	15,624.77	171,695.79	
8:4	06/01/2024	26,760.08	983.91	25,776.17	52,528.04
9:5	12/01/2024	26,760.08	660.03	26,100.05	26,427.99
9.5	2024 Totals:	53,520.16	1,643.94	51,876.22	26,427.99
	Running Totals:	240,840.72	17,268.71	223,572.01	
	Rainiting Totals.	240,040.72	11,200.11	223,312.01	
10:5		26,760.07	332.08	26,427.99	0.00
	2025 Totals:	26,760.07	332.08	26,427.99	
	Running Totals:	267,600.79	17,600.79	250,000.00	

Last payment decreased by \$0.01 due to rounding

Calculation method: Normal, 365 days per year

financial-calculators.com

Spokane Park Board Briefing Paper



	-						
Committee	Finance						
Committee meeting date	Nov. 12, 2019						
Requester	Jason Conley		Phone num	ber : 625-6211			
Type of agenda item	O Consent	Discussion	O Information	n			
Type of contract/agreement	New	Renewal/extension	Amendment/c	change order Other			
City Clerks file (OPR or policy #)							
Item title: (Use exact language noted on the agenda)	SIP loan resoluexceed \$900,0		all-inclusive playgrou	and construction, not to			
Begin/end dates	Begins: Nov.	12, 2019 End	ds: Dec. 31, 2024	Open ended			
Background/history:	Ni.						
Parks and Recreation partnered with the Spokane Parks Foundation to raise additional funds through private donations towards completing the Riverfront Park Master Plan. The Parks Foundation has secured a donation to fully fund an inclusive playground on West Havermale Island (near the former YMCA playground.) The \$1.3 million donation is designated for the playground, including an ADA accessible restroom. The donor has committed 20% of the project funds per year, for a 5-year period. To leverage ongoing Bond construction in this quadrant of the park, along with mitigating future construction cost escalation, Parks is seeking SIP funds to construct the playground in 2020. The loan will be repaid by utilizing the annual donor funds committed to the Foundation. An MOU between the Park Board and Park Foundation depicts this funding agreement. The Foundation is contributing \$400,000 in funding, as a down payment to the total project cost. The exact amount on the loan may not be determined until the loan closes. Estimated amount is \$900,000.							
Motion wording: To approve the SIP loan resolution to fun Park not to exceed \$900,000.	d the construction	on of an all-inclusive p	olayground on Haver	male Island in Riverfront			
Approvals/signatures outside Parks:	Yes	O No					
If so, who/what department, agency or o							
Name: Terri Fortner	Email addre	ss: ed@spokanepark	sfoundation.org P	Phone: 509-710-3033			
Distribution: Parks – Accounting Parks – Pamela Clarke Requester: Jason Conley Grant Management Department/Name:		ed@spokano	eparksfoundation.org	3			
Fiscal impact: Expenditure	Revenue	!					
Amount: \$900,000.00 (not to exceed)		Budget code: Parks Foundation	Grant				
Vendor: (a) Existing vendor	New ven	dor	5				
Supporting documents: Quotes/solicitation (RFP, RFQ, RFB) Contractor is on the City's A&E Roster - 0 UBI: Business license exp	ity of Spokane	W-9 (for n	ew contractors/consul s (for new contractors, Certificate Imin, \$1 mi				

CITY OF SPOKANE PARK BOARD

RESOLUTION

A Resolution from Spokane Parks and Recreation Board of Directors, requesting a loan from the Spokane Investment Pool (SIP) in the amount of \$900,000 to cover the costs of the Shane's Inspiration Inclusive Playground, before the playground pledge payments have been received to align with the timing of other Bond related construction in Riverfront Park, and

WHEREAS, Spokane Parks and Recreation owns or operates and maintains real estate, buildings, and other recreational and entertainment facilities, and operates a wide variety of programs and services, and

WHEREAS, voters approved a \$64.3 million Bond measure to improve and renovate Riverfront Park in 2014, and

WHEREAS, Parks and Recreation entered into a contractual agreement with the Spokane Parks Foundation to carry out a capital campaign to raise funds for additional projects as outlined in the Riverfront Park Master Plan and

WHEREAS, a second playground on the west end of Havermale Island was identified as one of the key projects for the Spokane Park Foundation capital campaign, and

WHEREAS, Spokane Parks Foundation successfully secured a \$1.3 million philanthropic pledge to fully fund the playground project over a five-year period, and

WHEREAS, it is the desire of the Spokane Parks Foundation to honor donor intent and complete the playground in a timely and fiscal manner, and

WHEREAS, Parks and Recreation, and Spokane Parks Foundation have agreed to a Memorandum of Understanding (MOU) where the City Parks Department will request a SIP loan on an as-needed basis with an amount not to exceed \$900,000, and

WHEREAS, Spokane Parks Foundation will make a \$400,000 down payment to the Parks Division in December of 2019, towards the playground project, and

WHEREAS, the Spokane Park Foundation will make biannual payments to the Parks Division when donations are received, and

WHEREAS, construction will start in the spring of 2020, constructing Shane's Inspiration Inclusive Playground and a two-stall ADA accessible restroom within the footprint of the playground design, and

NOW THEREFORE, IT IS HEREBY RESOLVED that the Park Board request a loan from the Spokane Investment Pool (SIP) in the amount of \$900,000, said loan to be repaid over a 5-year term, with Spokane Parks Foundation donor pledges remitted to Spokane Parks and Recreation for debt service of the SIP loan which the Park Division is responsible for, and with the 2019 loan disbursement to be in the amount of \$650,000, with disbursements and debt services to be generally in conformance with attached Exhibit A, as circumstances dictate, and

IT IS FURTHER RESOLVED, the Park Board, by way of Resolution, will request future loan disbursements for playground construction as needed, with the total loan not to exceed \$900,000.

Dated this 14th day of November 2019.	
	Park Board President
Attest:	Approved as to form:
City Clerk	Assistant City Attorney

EXHIBIT A

Playground Development	SIP	Loan//		<u>Annual</u>	Se	<u>mi-Annual</u>			<u> </u>	Rate Calc	<u>1</u>	<u>0/3/2019</u>	<u>interpolated</u>	add 75 bp's
	Ass	Assumed Rate		2.43%			5-yr treasury				1.68%		2.43%	
	Per	Periods		5		10								
		2019		2020								Capital		
Department Capital:														
Park Foundation	\$	650,000	\$	250,000			\$	-			\$	900,000		
Available Funding	\$	-	\$	-	\$	-	\$	-			\$	-		
Total to be Financed	\$	650,000	\$	250,000	\$	-	\$	-			\$	900,000		
		1		2		3		4		5		6	7	8
Debt Service:		2020		2021		2022		2023		2024		2025	2026	2027
2019 Borrowings	\$	138,837	\$	138,837	\$	138,837	\$	138,837	\$	138,837				
2020 Borrowings	\$	53,399	\$	53,399	\$	53,399	\$	53,399	\$	53,399				
					\$	-	\$	-	\$	-	\$	-		
							\$	-	\$	-	\$	-		
	\$	192,236	\$	192,236	\$	192,236	\$	192,236	\$	192,236	\$	-	\$ -	\$ -