

Spokane Park Board Riverfront Park Committee

4pm p.m. Monday, October 7, 2024
Pavilion Conference Room/WebEx virtual meeting
Dial in: 408-418-9388
Access code: 2499 748 4305
Jonathan Moog – Riverfront Park Director

Committee members:

Gerry Sperling – Chair Bob Anderson Kevin Brownlee Hannah Kitz

The Riverfront Park Committee meeting will be held in-person at the Pavilion Conference Room and virtually via WebEx at 4 p.m. on Monday, October 7. Committee members, staff, and presenters still have the option to participate virtually via WebEx during all meetings.

The public may listen to the meeting by calling 408-418-9388 and entering access code 2499 748 4305, when prompted.

Written public comment may be submitted via email or mail. Comments must be received no later than noon on October 7 by email to: spokanecity.org or mail to: Spokane Park Board, 5th floor City Hall, 808 West Spokane Falls Blvd., Spokane, Washington 99201. Submitted public comments will be presented to committee members prior to the meeting.

Agenda

Call to order

Public comment

Action items

A. Coffman Engineers, Inc design amendment #1/Havermale parking lot #6 (\$4,000 plus applicable taxes) – Berry Ellison

Informational items

- A. Downtown Zipline Update Jonathan Moog
- B. Paw Park update Nicholas Hamad
- C. Lions Club Outdoor Classroom Update Jonathan Moog

Standing Report items

A. September 2024 Operations Report – Jonathan Moog

AMERICANS WITH DISABILITIES ACT (ADA) INFORMATION: The City of Spokane is committed to providing equal access to its facilities, programs and services for persons with disabilities. Individuals requesting reasonable accommodations or further information may call, write, or email Risk Management at 509.625.6221, 808 W. Spokane Falls Blvd, Spokane, WA, 99201; or mlowmaster@spokanecity.org. Persons who are deaf or hard of hearing may contact Risk Management through the Washington Relay Service at 7-1-1. Please contact us forty-eight (48) hours before the meeting date.

Spokane Park Board Briefing Paper



Committee	Riverfront Committee meeting date: October 7, 2024				
Requester	Berry Ellison		Phone number:	325-6276	
Type of agenda item	OConsent ODis	scussion	○ Information	Action	
Type of contract/agreement	New Renewal/	ext. OLease	Amendment/chang	ge order Other	
City Clerks file (OPR or policy #)	2024-0414				
Master Plan Goal, Objective, Strategy (Click HERE for link to the adopted plan)	Goal K, Obj. 1		ter Plan Priority Tier: 71-175)	First	
Item title: (Use exact language noted on the agenda)	Coffman Engineers, Inc design amendment #1/Havermale parking lot #6 (\$4,000 plus applicable taxes)				
Begin/end dates	Begins: 10/10/2024	Ends:	05/13/2025	06/01/2525	
Background/history: During the design and engineering of Riverfront Park's Post St Parking Lot (aka Lot #6), Parks Planning and Riverfront Park's Director requested additional design work relating to hardscape, landscape, and electrical improvements. The Engineer requested a small fee to cover the cost of the out-of-scope items. Following review by Staff, the fee request being weighed against the work requested, Staff considered the additional fee was quite reasonable and with the project's contingency budget.					
Motion wording: Move to approve Coffman Engineers, Inc design amendment #1/Havermale parking lot #6 (\$4,000 plus applicable taxes) from Park Capital Funds					
Approvals/signatures outside Parks:					
If so, who/what department, agency or c					
Name: Tom Arnold	Email address: arnol	d@coffman.co	m Phone	: (509) 328-2994	
Distribution:		nhamad@spol			
Parks – Accounting Parks – Sarah Deatrich		jake.bender@	coffman.com		
Requester: bellison@spokanecity.org					
Grant Management Department/Name:					
Fiscal impact: • Expenditure	Revenue				
Amount:	•	t code:			
\$4,000 plus tax (on reimbursables only)	1950-	54920-940000	-56522		
Vendor: • Existing vendor	New vendor				
Supporting documents:					
Quotes/solicitation (RFP, RFQ, RFB) W-9 (for new contractors/consultants/vendors					
Contractor is on the City's A&E Roster - City of Spokane ACH Forms (for new contractors/consultants/vendors) ACH Forms (for new contractors/consultants/vendors) ACH Forms (for new contractors/consultants/vendors)					



CITY OF SPOKANE PARKS AND RECREATION

CONTRACT AMENDMENT No. 1

Title: HAVERMALE PARKING LOT NO. 6
DESIGN AND CONSTRUCTIONS DOCUMENTS

This Contract Amendment is made and entered into by and between the CITY OF SPO-KANE PARKS AND RECREATION as ("City"), a Washington municipal corporation, and COFF-MAN ENGINEERS, INC., whose address is 221 North Wall Street, Suite 500, Spokane, Washington 99201 as ("Consultant"), individually hereafter referenced as a "party", and together as the "parties".

WHEREAS, the parties entered into a Contract wherein the Consultant agreed to provide Design and Construction Documents for the Havermale Parking Lot No. 6; and

WHEREAS, additional design work outside of the original scope of work was requested, thus, the original Contract needs to be formally Amended by this written document; and

NOW, THEREFORE, in consideration of these terms, the parties mutually agree as follows:

1. CONTRACT DOCUMENTS.

The Contract, dated May 19, 2024, and May 20, 2024, any previous amendments, addendums and / or extensions / renewals thereto, are incorporated by reference into this document as though written in full and shall remain in full force and effect except as provided herein.

2. EFFECTIVE DATE.

This Contract Amendment shall become effective on May 13, 2024, and shall run through May 13, 2025.

3. ADDITIONAL WORK.

The additional design work outside of the original Scope of Work.

4. COMPENSATION.

The City shall pay an additional amount not to exceed **FOUR THOUSAND AND NO/100 DOL-LARS** (\$4,000.00), plus applicable sales tax, for everything furnished and done under this Contract Amendment. This is the maximum amount to be paid under this Amendment and shall not be exceeded without the prior written authorization of the City, memorialized with the same formality as the original Contract and this document.

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 Contract Amendment by having legally-binding representatives affix their signatures below.

COFFMAN ENGINEER	RS, INC.		PARKS AND RECREATION		
Ву		By			
Signature	Date	Signature	Date		
Type or Print Name		Type or Print Name			
Title		Title			
Attest:		Approved as to form	า:		
City Clerk		Assistant City Attorn	ney		
24-189a					

From: Bender, Jake
To: Ellison, Berry

Cc: Arnold, Tom; Ken Van Voorhis (kvan@spvv.com)

Subject: Havermale Parking Lot Review Comments

Date: Friday, September 20, 2024 3:00:16 PM

[CAUTION - EXTERNAL EMAIL - Verify Sender]

Hi Berry,

Happy Friday.

I have been organizing the comments and feedback we discussed over the last couple days on the Havermale project. After assessing the required changes, I think implementing the plan updates will involve some additional design work beyond our original scope. I'm reluctant to ask, but if you would be open to a fee adjustment to cover the extra time and resources needed to address the comments that would be much appreciated. We are running up against our original budget and an additional \$2,000 for Coffman and \$2,000 for SPVV would help make us whole.

Either way, we will ensure this project meets the requirements and maintains the quality standards we strive for. I appreciate your understanding and look forward to your response.

Best regards,

Jake Bender, PE

Engineer, Civil Engineering

Coffman Engineers, Inc.

221 N Wall St., Suite 500 | Spokane, WA 99201 p 509.328.2994 www.coffman.com

Additional Services are justifiable due to changes requested by Parks Planning and Riverfront Park Director.
Fee is reasonable.

Berry Ellison Sept 27, 2024