

**MINUTES OF THE  
BOARD OF PARK COMMISSIONERS  
OF THE  
CLEVELAND METROPOLITAN PARK DISTRICT**

**JULY 28, 2016**

The Board of Park Commissioners met on this date, Thursday, July 28, 2016, 8:00 a.m., at the Board's office, 4101 Fulton Parkway, Cleveland, Ohio.

The roll call showed President Debra K. Berry, Vice President Dan T. Moore, and Vice President Bruce G. Rinker, to be present. It was determined there was a quorum. Chief Executive Officer, Brian M. Zimmerman, Chief Financial Officer, Karen Fegan, and Chief Legal and Ethics Officer, Rosalina M. Fini, were also in attendance.

**APPROVAL OF MINUTES.**

**No. 16-07-120:** It was moved by Vice President Moore, seconded by Vice President Rinker and carried, to approve the minutes from the Regular Meeting of July 7, 2016, which were previously submitted to the members of the Board, and by them read.

Vote on the motion was as follows:

Ayes: Ms. Berry, Messrs. Moore and Rinker.

Nays: None.

**FINANCIAL REPORT.**

Chief Financial Officer, Karen Fegan, presented a Comparative Summary of Revenues & Expenditures 2016 vs. 2015 Year-To-Date, for the Month Ended June 30, Schedule of Accounts Receivable, Encumbrances and Investments Placed, as found on pages **82038** to **82040** and they were filed for audit.

**ACTION ITEMS.****(a) *Swearing in of Rangers*****Richelle K. Fargus**

Richelle currently works for the Cuyahoga County Sheriff's Department as a deputy sheriff, a position she's held since 2015. She possesses an Associate of Arts Degree from Cuyahoga Community College, and is also a 2015 graduate of the Polaris Ranger Academy.

**Todd A. Romance**

Todd, a lieutenant for the Cleveland Public Library, has held this position since April 2015. Previously, he worked for three years for the Put-In-Bay Police Department, leaving as a sergeant. He received his OPOTA certification in 2011 from the Polaris Ranger Academy and possesses an Associate Degree from ITT with a major in criminal justice.

**Mallory C. Splete**

Mallory received her OPOTA certification from the Polaris Ranger Academy in May 2016. She has a Bachelor of Arts from Baldwin Wallace University with a major in criminal justice. Mallory is currently a shift supervisor for Securitas.

**Brandon D. Tolliver**

Brandon is employed as a patrol officer for the Case Western Reserve University Police Department. He has a Masters Degree in Public Administration from Liberty University, and a Bachelor of Arts from Notre Dame College with a major in Special Education. He received his OPOTA certification in 2013 from Cuyahoga Community College.

**Melissa A. Vale**

Melissa received her OPOTA certification from the Polaris Ranger Academy in May 2016. She has an Associate Degree from The Ohio State University ATI and an Associate Degree from Hocking College in Horsemanship. Melissa was employed by EquiCrown by Juzo as a Sales and Marketing Manager.

**Jorge A. Villarreal**

Jorge is a 2014 graduate of Notre Dame College with a Bachelor in Political Science/Criminal Justice. He also attended the Cleveland Heights Police Academy, receiving his OPOTA certification in 2015. Jorge is employed by the City of Broadview Heights Jail as a Corrections Officer, a position he has held since 2014. Jorge is also fluent in Spanish.

**No. 16-07-121:** It was moved by Vice President Moore, seconded by Vice President Rinker and carried, to appoint Richelle K. Fargus, Todd A. Romance, Mallory C. Splete, Brandon D. Tolliver, Melissa A. Vale and Jorge A. Villarreal as full-time rangers for Cleveland Metroparks as authorized by Section 1545.13 of the Ohio Revised Code.

Vote on the motion was as follows:

Ayes: Ms. Berry, Messrs. Moore and Rinker.

Nays: None.

(b) ***Chief Executive Officer's Retiring Guest(s):***  
(*Originating Source: Brian M. Zimmerman, Chief Executive Officer*)

**Marvellen Dombek, Administrative Coordinator**

Maryellen Dombek has served Cleveland Metroparks for more than 22 years, utilizing her knowledge, skills and abilities as an Information Specialist, Secretary, Division Secretary and Administrative Coordinator. Maryellen exhibited perseverance and organizational skills with database activities, created and reconciled divisional statistical reports, handled registration for public programming, ordered and maintained uniforms, made conference and travel arrangements, and prepared articles for the Emerald Necklace publication. She also provided technical expertise to the Outdoor Experiences staff and willingly provided training to support staff. Maryellen assisted with the development of the new Outdoor Experiences Attendance database. During her time at Cleveland Metroparks, Maryellen volunteered and served on the OPRA Park Section Fall Conference, Summer Magic, CrossRoads, Secretary and Information Specialist and Support (SISS), Secretaries, Technicians, Administrative & Receptionists (STAR), and the Records Retention committee. Maryellen has been a valued asset to Cleveland Metroparks and has absolutely been the heart of the Outdoor Experiences division. The products of her labor have been appreciated and will not be forgotten.

**Kevin P. Marsh, Senior Ranger**

Kevin Marsh has served Cleveland Metroparks for more than 29 years, utilizing his knowledge, skills and abilities as a Ranger and Senior Ranger. Kevin was assigned to protect and preserve lands and facilities, ensure visitor safety, and deter violators of park rules and laws of the State of Ohio. He has provided superior service and law enforcement to the community through proactive, innovative and unbiased practices, and was certified as an Ohio Police Officer Instructor. Kevin served as a Field Training Officer and attended numerous training opportunities which enabled him to make valuable contributions to the Ranger Department. He served with Protect 2000, the Benefit Study Team, Fraternal Order of Police, Ohio Labor Council, Inc., the Awards Committee, and most recently, the Centennial Committee. Kevin's professionalism and dedication has been an asset to the Ranger Department as evidenced by his many letters of commendation and awards, namely Ranger of the Year, the life-saving Grand Cordon, and Felony Awards, and for his recognition from Mothers Against Drunk Driving. His commitment and hard work have been appreciated by members of the Ranger Department and will not be forgotten.

**ACTION ITEMS (cont.)****Thomas R. Coles, Director of Risk Management**

Thomas (Tom) Coles has served Cleveland Metroparks for more than 18 years, utilizing his knowledge, skills and abilities as Risk Manager and Director of Risk Management. Tom developed, implemented and administered a comprehensive risk management program for Cleveland Metroparks. He created and implemented park-wide risk policies and procedures to ensure minimal loss, evaluated and analyzed risk exposures, and managed the workers' compensation program which included creating an all-inclusive employee injury packet. Tom successfully negotiated and procured property and casualty insurance for the Park District, established claims procedures, oversaw subrogation recovery activities, and actively participated in effectively resolving litigation matters, most notably, a complex case involving multiple carriers and more than one hundred insurance policies covering a twenty-nine year time period. Through his leadership and work direction, safety procedures were developed to include training and regulatory compliance that included State of Ohio Public Employment Risk Reduction Program (PERRP) standards, Ohio Bureau of Workers' Compensation (BWC), and Americans with Disabilities Act (ADA). Tom was responsible for the acquisition and installation of automatic external defibrillators (AEDs) for nonmedical personnel. He presented at the Ohio Parks & Recreation Aquatic Symposium, served as the organization's representative to the Greater Cleveland Safety Council, and chaired Cleveland Metroparks Records Commission. Tom has been a valued asset to the Park District and he has always demonstrated the highest level of professionalism, dignity and respect, and integrity for all persons, even before those characteristics were adopted as part of Cleveland Metroparks core values. The products of his labor are appreciated and will forever serve generations of future Cleveland Metroparks visitors.

**No. 16-07-122:** It was moved by Vice President Moore, seconded by Vice President Rinker and carried, to recognize Maryellen Dombek, Kevin P. Marsh and Thomas R. Coles, for their years of service to Cleveland Metroparks and the greater Cleveland community by adopting the Resolutions found on pages **82041** to **82043**.

Vote on the motion was as follows:

Ayes: Ms. Berry, Messrs. Moore and Rinker.

Nays: None.

(c) ***Authorization of Land Donation from Hans Manfred Pohler, Executor of the Estate of Harold George Pohler: Bedford Reservation (±4.7 Acres)***  
(Originating Sources: Brian M. Zimmerman, Chief Executive Officer/Kyle G. Baker, Senior Assistant Legal Counsel/Stephanie Kutsko, Land Protection Manager)

**Background**

Harold George Pohler, owner of a property located at 6570 Richmond Road in the Village of Oakwood, recently passed away in April of 2016. In his will he instructed the Executor of his Estate, Hans Manfred Pohler, to donate the property to Cleveland Metroparks, subject to the following conditions:

**ACTION ITEMS (cont.)**

1. That the property be forever used as a public park and for recreational purposes only;
2. That the property be forever called, designated, named, referred to and advertised by Cleveland Metroparks as “The Opper Place”;
3. That Cleveland Metroparks shall accept the property as is at the time of his death and no expenditures whatsoever shall be made by the estate to improve, revise, modify or change the property in any manner that may be required to transfer it to Cleveland Metroparks (all such costs will be borne by Cleveland Metroparks);
4. That Cleveland Metroparks shall assume the payment of any and all existing and future taxes and similar fees that may be imposed or levied against the property after his death; and
5. That Cleveland Metroparks shall pay any and all transfer costs.

**Pohler Property**

The ±4.7 acre Pohler property is located on the west side of Richmond Road north of Tinkers Creek (reference map, page **82044**). The Pohler property will fill an important gap in this narrow stretch of parkland between Bedford Reservation and South Chagrin Reservation. In the reservation planning process this corridor has been identified for a proposed all-purpose trail to strengthen the connection between the two reservations. The Pohler property is comprised of a mature forest which will add further protection to the Tinkers Creek gorge. Preservation of the property is important for the protection of the forest, native vegetation, and wildlife habitat, as well as an improved connection for park visitors.

Judge Anthony J. Russo approved the acceptance of the donated fee parcel of land pursuant to Chapter 1545 of the Ohio Revised Code prior to the Board’s consideration.

**No. 16-07-123:**

It was moved by Vice President Moore, seconded by Vice President Rinker and carried, to authorize the acceptance of a donation of fee simple title of ±4.7 acres as hereinabove described, from Hans Manfred Pohler, subject to the approval of the environmental assessment report and evidence of title, including exceptions to title, by the Chief Legal and Ethics Officer; further, that the Board authorize the Chief Executive Officer to execute agreements, together with supplemental instruments related thereon, if any, as deemed necessary or appropriate and in form acceptable to the Chief Legal and Ethics Officer.

Vote on the motion was as follows:

Ayes: Ms. Berry, Messrs. Moore and Rinker.  
Nays: None.

**ACTION ITEMS (cont.)**

- (d) ***Authorization to Enter into Grant Agreement and Commit Matching Funds***  
*(Originating Sources: Joseph V. Roszak, Chief Operating Officer/Kristen Trolio, Grant and Outreach Coordinator/Terry Robison, Director of Natural Resources/Jennifer Grieser, Senior Natural Areas Manager – Urban Watersheds)*

The Ohio Environmental Protection Agency offers financial assistance under Section 319(h) of the Clean Water Act to implement projects that reduce non-point source pollutants and restore Ohio streams. Cleveland Metroparks has submitted and received a grant under the FFY 2016 program to remove the dam at Marrek pond located in Hinckley Reservation and subsequently restore the stream channel (±640 lf) and associated wetland areas (±0.9 acres). See map on page **82045**.

Marrek pond is an approximate 0.85-acre impoundment formed as the result of an artificial dam that was constructed on a tributary to the East Branch of the Rocky River. Marrek pond is unofficially named after the former property owner, Henrietta Marrek. Cleveland Metroparks acquired the ±43-acre parcel that contains the pond in 2008.

As a result of heavy rains in 2015, waters have breached the dam and the dam is in a state of disrepair. These funds will allow Cleveland Metroparks to remove the dam and subsequently to hire a qualified contractor to restore the natural flow of this tributary stream through streambank and wetland restoration. Cleveland Metroparks match for the project includes both cash and in-kind staff time.

The Section 319(h) project budget is as follows:

Section 319(h)	\$ 81,373.12
<u>Cleveland Metroparks</u>	<u>54,248.75</u>
<b>TOTAL</b>	<b>\$135,621.87</b>

**No. 16-07-124:** It was moved by Vice President Moore, seconded by Vice President Rinker and carried, to authorize the Chief Executive Officer to enter into a grant agreement with the Ohio Environmental Protection Agency for ±\$81,373.12; to commit ±\$54,248.75 from Cleveland Metroparks in the form of cash and in-kind staff contributions as match dollars for the project; that the Board authorize the Chief Executive Officer to enter into agreement and execute any other documents as may be required to complete the projects; form of document(s) to be approved by Chief Legal and Ethics Officer.

Vote on the motion was as follows:

Ayes: Ms. Berry, Messrs. Moore and Rinker.  
 Nays: None.

**ACTION ITEMS (cont.)**

- (e) ***Third Amendment to Professional Services Agreement – Bialosky and Partners, Architects, LLC, Edgewater Site Improvements and Replacement Edgewater Beach House***  
(Originating Source: Sean E. McDermott, P.E., Chief Planning and Design Officer)

**Background:**

On August 1, 2014 the Board authorized a professional services agreement with Bialosky and Partners, Architects, LLC (“Bialosky”) for programming, site analysis, due diligence, base mapping, geotechnical engineering and conceptual design services for the replacement Edgewater Beach House and site improvements to Edgewater Park, in accordance with their proposal dated July 25, 2014, for a not-to-exceed amount of \$180,668.

On March 13, 2015 the Board authorized an amendment (First Amendment) to the agreement with Bialosky to perform schematic design, design development, and construction document preparation for a not-to-exceed amount of \$392,550. During that time it was noted that staff would return to the Board for approval of an additional amendment for Bialosky to provide the required construction administration services during construction of the project. Prior to the Third Amendment, the Board entered into the Second Amendment for \$30,000 for the first phase of plan additions and revisions.

**Third Amendment:**

As the replacement Edgewater Beach House and Edgewater site improvements progress to a fall 2016 construction start, staff has requested that Bialosky perform drawing revisions and modifications as a result of a coordinated effort with the project’s construction manager, The Albert M. Higley Co., LLC. Staff is preparing to bring phased Guaranteed Maximum Price contract amendments to the Board for Edgewater parking lot improvements, site improvements, a community connector and the replacement beach house.

- No. 16-07-125:** It was moved by Vice President Moore, seconded by Vice President Rinker and carried, to authorize the Chief Executive Officer to execute the Third Amendment to the professional services agreement with Bialosky and Partners, Architects, LLC, for final drawing modifications and construction administration, for an additional amount not-to-exceed \$123,380, resulting in a total revised contract amount not-to-exceed \$726,598 in a form acceptable to the Chief Legal and Ethics Officer, pursuant to a proposal dated July 20, 2015.

Vote on the motion was as follows:

Ayes: Ms. Berry, Messrs. Moore and Rinker.

Nays: None.

**ACTION ITEMS (cont.)**

- (f) ***Consultant Agreement – RFQ NO. 6197: Primate Cat & Aquatics Planning and Design - Professional Design Services – Cleveland Metroparks Zoo***  
*(Originating Sources: Sean E. McDermott, P.E., Chief Planning and Design Officer/  
Christopher W. Kuhar, Ph.D., Zoo Executive Director)*

**Background:**

The Primate, Cat and Aquatics Building (PC&A) houses one of the largest collections of primates in North America. Originally constructed in 1975, the Cat and Primate Building was designed to house the Zoo's cat and primate collection. Exhibits are located on the main floor of the building with the lower floor containing holding areas, support spaces and the building mechanical systems.

Upon the decommissioning of the Cleveland Aquarium in 1985, a non-related entity operated by the City of Cleveland, the Cat and Primate Building was renovated to accommodate the new aquatics collection and the name was changed to Primate, Cat and Aquatics Building. Existing exhibit spaces on the north and west sides of the building were retrofitted to support fresh and salt water exhibits. The floors beneath these areas were reinforced to carry the additional weight. A utility building was constructed on the east side of the building to provide the fresh and saltwater required by the new exhibits. Specialized holding areas and additional support spaces were located on the lower level.

In the years following, a number of exterior exhibits were added, including the Gorilla exhibit, the Cheetah exhibit and in 1987 an outdoor deck walk showcasing cats and red pandas. These exhibits wrap around the east and south side of the building. PC&A currently houses 31 species of mammals in 38 exhibits and 131 species of aquatic specimens and coral / anemones. PC&A is also currently used for private events (corporate parties, wedding receptions, etc.) on nights and weekends.

A facility assessment, prepared by Richard L. Bowen and Associates, Inc., was completed in February of 2016. The holistic assessment surveyed the structure, mechanical systems and aquatic systems of PC&A. With the knowledge of the assessment now obtained, Cleveland Metroparks Zoo desires to proceed with a master planning process to determine:

- 1) The program and cost associated with a remodel and renovation of PC&A (Program 1).
- 2) The program and cost associated with a phased relocation of the animal collection currently housed within PC&A to other facilities within the Zoo and to new exhibits built within the Zoo (Program 2).
- 3) Notwithstanding items 1 and 2 above, the development of a program and cost associated with a new Gorilla exhibit (Program 3).

**RFQ Response and Analysis:**

On May 20, 2016 Cleveland Metroparks issued a Request for Qualifications (RFQ No. 6197) for professional design services and invited qualified design professionals to submit their qualifications for PC&A planning and design. The RFQ yielded eight (8) responses from consultant teams. Qualifications were reviewed by a review panel



**ACTION ITEMS (cont.)**

consisting of Cleveland Metroparks, Cleveland Metroparks Zoo and Cleveland Zoological Society staff on June 10, 2016. Following an interview process, and pursuant to ORC 153.69, the top three (3) firms were ranked in order of most qualified. Van Auken Akins Architects, LLC (“VAA”) has been identified as the most qualified. VAA’s team includes WDM Architects, a zoo architecture firm based in Wichita, Kansas, and the local sub-consultant firms of Environmental Design Group (civil engineering), Thorson Baker (Structural), and Scheeser Buckley Mayfield (MEP), among others. The full list of consultant teams whom submitted statements of qualifications, and the top three (3) firm rankings are shown on *Table 1 – RFQu No. 6197 Respondents*, on page **82046**.

**Proposal Analysis:**

A proposal was requested from Van Auken Akins Architects, LLC to perform development of Program 1, Program 2 and Program 3 as described above and below. The proposed cost of \$299,814 is funded through Cleveland Metroparks Zoo budget (\$50,000) and the Cleveland Zoological Society (\$250,000). The contract and project scope include:

- 1) (Program 1) Develop a program and cost associated with a remodel and renovation of the PC&A facility.
  - a. The Design Team, in coordination with Cleveland Metroparks, will develop a concept plan and associated cost estimate to renovate the existing facility. The plan will include a new layout for aquatics and the modernization of public spaces, animal exhibits and building systems. Special attention will be given to the current space needs and industry trends related to animal care.
- 2) (Program 2) Develop a program and cost associated with a phased relocation of the animal collection currently housed within PC&A to other facilities within the Zoo and to new exhibits built within the Zoo.
  - a. Determine the space needs of all animals within the current collection.
  - b. Study the existing facilities within the Zoo, at the guidance of Zoo staff, to determine opportunities for renovations and additions to existing exhibits to house animals currently housed in PC&A.
  - c. Analyze guest flow and traffic patterns.
  - d. Identify exhibit development / redevelopment sites within the Zoo.
  - e. Perform preliminary due diligence (i.e. utility availability, access needs, flood plain vulnerability, etc.) on newly identified sites and renovation / addition possibilities.
  - f. Prepare basic concepts for exhibit design / scale to inform cost estimate.
  - g. Establish phasing a logistics plan for exhibit implementation and PC&A animal collection relocation.
  - h. Prepare broad based cost estimates based upon the basic exhibit concepts.
- 3) (Program 3) Perform the development of a program, concepts and estimation of cost for a new Gorilla Exhibit.
  - a. Programming – prepare an exhibit needs assessment with client. Identify space/capacity parameters, specialized support requirements and any unique design features.

**ACTION ITEMS (cont.)**

- b. Sustainable Objectives – prepare an outline of appropriate best management practices to be incorporated into the facility and site design (to reinforce Cleveland Metroparks conservation mission and to be utilized for education and interpretation opportunities). Identify any implication (budget, time, specialized consultants) related to integration of the recommendations.
- c. Site Analysis – review the vicinity of facility including the pedestrian circulation, pedestrian access, ADA access, four season use variables, wayfinding, interpretive opportunities, lighting needs, public safety and emergency access.
- d. Concept Planning - following Programming, the identification of Sustainable Objectives, and Site Analysis, prepare multiple concepts and variations of such for review by client.

It is anticipated that the collaborative design process with VAA will take approximately five (5) months to complete the scope as described. Additionally, as the current proposal by VAA makes certain assumptions as to the scope of the project, any changes in the contract will return to the Board as required by Cleveland Metroparks By-Laws.

**No. 16-07-126:**

It was moved by Vice President Moore, seconded by Vice President Rinker and carried, to authorize the Chief Executive Officer to enter into a Professional Service Agreement for the Primate, Cat and Aquatics planning and design at Cleveland Metroparks Zoo with **Van Auken Akins Architects, LLC**, for the not-to-exceed amount of **\$299,814** for the development of Program 1, Program 2 and Program 3, in a form acceptable to the Chief Legal and Ethics Officer, pursuant a proposal dated July 12, 2016.

Vote on the motion was as follows:

Ayes: Ms. Berry, Messrs. Moore and Rinker.

Nays: None.

**AWARD OF BIDS:**

**No. 16-07-127:** It was moved by Vice President Moore, seconded by Vice President Rinker and carried, to authorize the following bid awards:

- (a) **Bid #6191:** Cedar Point Ford Deck Replacement – Rocky River Reservation (see page **82026**);
- (b) **Bid #6205:** 2016 Tree Removal Program (see page **82027**);
- (c) **Bid #6206:** 2016 Asphalt Pavement Markings (see page **82028**);  
and
- (d) **ODOT Co-Op #6214:** 2016/2017 Rock Salt (see page **82029**).

Vote on the motion was as follows:

Ayes: Ms. Berry, Messrs. Moore and Rinker.  
Nays: None.

**AWARD OF BIDS (cont.):****BID SUMMARY #6191: CEDAR POINT FORD DECK REPLACEMENT, ROCKY RIVER RESERVATION**

*(Originating Sources: Sean E. McDermott, P.E., Chief Planning and Design Officer, John C. Kilgore, P.E., Manager of Facilities Engineering)*

**Background**

When the Parkways were first constructed, it was decided to cross most of the major waterways by means of fords. While these water-level structures, essentially paved riverbeds, were economical, they had to be closed during any inclement weather and were regularly damaged or destroyed during floods. Starting in the 1950's, most were replaced by bridges, but six remain - rare functioning artifacts from our transportation past.

In 1998, Cedar Point Ford was upgraded and its river crossing profile raised. Due to the raising of the ford profile, the frequency of inundation has decreased. Notwithstanding, major flood events have separated the concrete deck from the concrete superstructure. The resulting damage is now represented by a cracked and fractured deck and compromised concrete approach slabs. Staff sought a hard bid design-build solution to address both the replacement of the deck and also effectively tie the new deck to the existing superstructure.

**Bid Results**

On July 19, 2016, the following bids were received:

<b>Bidder:</b>	<b>Base Bid:</b>
<b>Schirmer Construction LLC</b>	<b>\$169,400.00</b>
F. Buddie Contracting, Ltd.	\$221,400.00
Nerone & Sons, Inc.	\$222,500.00
Stevens Engineers and Constructors, Inc.	\$171,600.00
<i>Engineer's Estimate</i>	<i>\$225,000.00</i>

**Bid Analysis**

Staff recommends the contract be awarded to Schirmer Construction LLC (Schirmer) of North Olmsted, Ohio, as Schirmer submitted the lowest and best bid. Schirmer has performed positively for Cleveland Metroparks in the past on several projects, including replacement of the Old Lorain Road Bridge in 2010 and the Rockcliff Wall modifications in 2016. Schirmer is currently constructing the replacement Fort Hill Steps and has been awarded Phases I and II of the Valley Parkway Connector Trail.

**RECOMMENDED ACTION:**

That the Board authorize the Chief Executive Officer to enter into a contract with **Schirmer Construction LLC** as the lowest and best bidder for Bid #6191, Cedar Point Ford Deck Replacement, Rocky River Reservation, for the not-to-exceed bid amount of **\$169,400.00**. In the event that the bidder cannot satisfy the bid, the award will be given to the next successive bidder who the Board, in its discretion, has reflected in the minutes as being the next lowest and best bidder who can satisfy the bid. The difference in cost and all related costs to the difference will be assumed by the original bidder and/or surety. Form of contract to be approved by the Chief Legal and Ethics Officer.

**(See Approval of this Item by Resolution No. 16-07-127 on Page 82025)**

**AWARD OF BIDS (cont.):**

**BID #6205 SUMMARY: 2016 TREE REMOVAL PROGRAM**

*(Originating Sources: Joseph V. Roszak, Chief Operating Officer/Jim Rodstrom, Director of Construction)*

**Background**

Cleveland Metroparks is in its eighth year of the invasion of Emerald Ash Borer (EAB) (*Agrilus planipennis*) with the first significant infestation noted in 2008 along Big Creek Parkway. This contract will focus on the removal of approximately 150 hazardous trees along various roadways, parking lots, and sections of paved all purpose trail in Euclid Creek, Garfield Park, Hinckley and Rocky River Reservations, with the large majority of the trees identified for removal being ash trees currently infested with the insect known as EAB.

Bids were received on July 13, 2016 and are tabulated below:

<b>Bidder Name</b>	<b>Total Tree Removal Cost</b>
<b>VanCuren Services, Inc.</b>	<b>\$62,488.00</b>
Woodland Tree Services, Inc.	\$65,780.00
First Choice Tree Work	\$87,915.00
Worley’s Tree Service, Inc.	\$128,525.00
Custom Tree Care, Inc.	\$83,475.00
The Davey Tree Expert Company	\$166,476.00
All Reliable Services, Inc.	\$322,920.00
<b>Engineer’s Estimate</b>	<b>\$85,000.00</b>

2016 Budget Code: 1510-73462-A11001

Staff recommends awarding the bid to **VanCuren Services, Inc.** VanCuren Services, Inc. has successfully completed similar projects for Cleveland Metroparks in the past including the Emerald Ash Borer Tree Removals in 2011, the Rocky River APT Tree Removals in 2015, and the Valley Parkway Connector Trail Tree Clearing in 2016. They have been in business for 30 years and specialize in large scale tree removal contracts for private and public entities across the state of Ohio.

**RECOMMENDED ACTION:**

That the Board authorize the Chief Executive Officer to enter into a contract with **VanCuren Services, Inc.** as the lowest and best bidder for **BID #6205, 2016 Tree Removal Program** for a **total, lump sum amount of \$62,488.00**. In the event the bidder cannot satisfy their bid, the award will be given to the next successive bidder who the Board, in its discretion, has reflected in the minutes as being the next lowest and best bidder who can satisfy the bid. The difference in cost and all related costs to the difference will be assumed by the original bidder and/or surety. Form of contract to be approved by the Chief Legal and Ethics Officer.

**(See Approval of this Item by Resolution No. 16-07-127 on Page 82025)**

**AWARD OF BIDS (cont.):**

**BID #6206 SUMMARY: 2016 PAVEMENT MARKINGS**

*(Originating Sources: Joseph V. Roszak, Chief Operating Officer/Jim Rodstrom, Director of Construction)*

Each year, the Park District allocates capital funds for renewing roadway striping, stop bars, crosswalks, and other directional and safety symbols throughout various Reservations. The purpose of renewing the striping is to maximize vehicular and pedestrian safety and provide clear information to patrons.

The 2016 pavement marking bid scope of work includes centerline, edgeline, crosswalk, stop bar, and turn arrow markings on 32.82 miles of various sections of parkway in Bradley Woods, Brecksville, Brookside, Mill Stream Run, North Chagrin, Rocky River, South Chagrin, and West Creek Reservations.

Bids were received on July 20, 2016 and are tabulated below:

<b>BID #6206 - 2016 PAVEMENT MARKINGS</b>	
<b><u>Bidder Name</u></b>	<b><u>Base Bid</u></b>
<b>Dura Mark Inc.</b>	<b>\$84,166.00</b>
A&A Safety	\$110,000.00
Oglesby Construction Inc.	\$88,995.00
<b>Engineer's Estimate</b>	<b>\$100,000.00</b>

Staff recommends awarding the **lump sum bid** to the lowest and best bidder, **Dura Mark Inc.** Dura Mark Inc. has not performed any work directly for Cleveland Metroparks in the past; however they have performed similar work for other Cuyahoga County public entities including the City of Beachwood, the City of Hudson, the City of Strongsville, and the City of Westlake. They have been in business for 14 years and are pre-qualified to perform numerous ODOT work types including ODOT Work Type 45-Pavement Markings. They specialize in county, municipal, and commercial pavement markings as well as ODOT projects.

2016 Budget Code: 1510-73462-A97109

**RECOMMENDED ACTION:**

That the Board authorize the Chief Executive Officer to enter into a contract with **Dura Mark, Inc.** as the lowest and best bidder for Bid #6206, 2016 Pavement Markings for **the lump sum amount of \$84,166.00**. In the event that the bidder cannot satisfy the bid, the award will be given to the next successive bidder who the Board, in its discretion, has reflected in the minutes as being the next lowest and best bidder who can satisfy the bid. The difference in cost and all related costs to the difference will be assumed by the original bidder and/or surety. Form of contract to be approved by the Chief Legal and Ethics Officer.

**(See Approval of this Item by Resolution No. 16-07-127 on Page 82025)**

**AWARD OF BIDS (cont.):**

**ODOT CO-OP #6214 SUMMARY:**      **2016/2017 ROCK SALT to be supplied on an “as needed” basis to various locations throughout Cleveland Metroparks**

----- <i>HIGHLIGHTS AT A GLANCE</i> -----
2015/2016 Expenditures = \$175,330.35
2016/2017 Estimate = \$96,459.00 <i>(estimate includes 10% overage or 3,300 tons; piling charge billed separately by delivery service )</i>

*Estimated purchase for 2016/2017 is 3,000 ton.  
The estimate takes into consideration the current inventory of 2,807 tons and the forecast of usage for 2016/2017.*

The Ohio Department of Transportation (ODOT) has approved Cleveland Metroparks participation in the ODOT (Contract 018-17) Cooperative Purchasing Program for Rock Salt. On July 11, 2016, ODOT notified Cleveland Metroparks that they awarded Cargill, Inc. the rock salt award to participants in Cuyahoga County **at a cost of \$29.23 per ton** with a required minimum order of 25 tons dumped. The previous award’s cost was \$52.89 per ton reflecting a **decrease in cost of 45%** as compared to the 2015/2016 winter season cost. The Director of Procurement recommends the award to the ODOT secured vendor, Cargill, Inc. Research confirms that other municipalities in surrounding counties cost per ton will range from \$30.53-\$39.14.

Salt piling (mechanically blowing the salt into the sheds) is NOT part of ODOT’s award. Delivery service may be paid via credit card to the third party delivery service ±\$4.00/ton for such services.

Although Cleveland Metroparks salt sheds can hold 2,405 tons at capacity, 2,807 tons are actually currently in stock. Due to the mild winter, the park is holding 402 tons over capacity (through use of temporary storage areas) with the effort to minimize the number of tons held in “storage” with Cargill from the 2015/2016 season obligation.

This action requests authorization for the purchase of up to 3,300 tons (10% overage) of rock salt "as needed" based on the estimate for the 2016/2017 winter season at the cooperative bid price shown above.

**Park District Historical Needs/Utilization:**

Historical costs per ton/per season reflect the following for Cleveland Metroparks:

<b>2007-2008</b>	<b>2009-2010</b>	<b>2010-2011</b>	<b>2011-2012</b>	<b>2012-2013</b>	<b>2013-2014</b>	<b>2014-2015</b>	<b>2015-2016</b>
\$39.18-\$53.49	\$43.53	\$44.84	\$45.59	\$34.02	\$29.40	\$51.22	\$52.89

**AWARD OF BIDS (cont.):**

Total previous utilization per season follows:

<u>Winter of</u>	<u>TONS OF SALT</u>
2007 – 2008	4,300 tons
2008 – 2009	3,800 tons
2009 – 2010	4,321 tons
2010 – 2011	3,892 tons
2011 – 2012	2,400 tons
2012 – 2013	1,863 tons
2013 – 2014	3,122 tons (included extra purchase of 530 tons due to needs beyond contract season).
2014 - 2015	3,960 tons
2015 - 2016	±3,315 (285 tons in storage with Cargill for 2016/2017 season)

Capacity in the salt sheds follows:

**LOCATIONS**

**STOCKPILE CAPACITY/TONS (Max)**

<b>Euclid Reservation</b> - 850 Metroparks Blvd., South Euclid 44121.....	100 tons
<b>North Chagrin Reservation</b> - 3037 SOM Center Road, Willoughby Hills 44094.....	200 tons
<b>South Chagrin Reservation</b> - 35059 Cannon Road, Bentleyville 44022 .....	150 tons
<b>Bedford Reservation</b> - 14505 Button Road, Walton Hills 44146.....	100 tons
<b>Garfield Reservation</b> - 11410 Broadway Avenue, Garfield Heights 44125.....	100 tons
<b>Brecksville Reservation</b> - 9305 Brecksville Road, Brecksville 44141 .....	250 tons
<b>Hinckley Reservation</b> - 2191 Parker Road, Hinckley 44233.....	125 tons
<b>Mill Stream Run Reservation</b> - 9484 Eastland Road, Strongsville 44149 .....	500 tons
<b>Rocky River Reservation</b> - 4500 Valley Parkway, Fairview Park 44126 .....	500 tons
<b>Ohio Erie Canal Reservation</b> - 4704 E. 49 <sup>th</sup> St, Cuyahoga Heights 44105 .....	300 tons
<b>Cleveland Metroparks Zoo</b> - 4001 Fulton Parkway, Cleveland 44144 .....	80 tons
<b>TOTAL.....</b>	<b>2,405 tons</b>

**RECOMMENDED ACTION:**

That the Board authorize an award for participation in the ODOT Co-Op #6214 for the purchase of rock salt from the ODOT awarded supplier Cargill, Inc., at the price of \$29.23 per ton, for a total amount not to exceed **\$96,459.00** (includes 10% over 3,000 tons (or 3,300 tons)), as bid by the ODOT awarded vendor under the terms and conditions of Contract 018-17 of the Ohio Department of Transportation bid for Rock Salt for the 2016/2017 winter season, for a period beginning October 1, 2016 through March 31, 2017, in full utilization of the Ohio Department of Transportation Cooperative Purchasing Program. In the event the log of consumption approaches 90 percent of the estimate, an action item will be presented to the Board requesting an increase.

**(See Approval of this Item by Resolution No. 16-07-127 on Page 82025)**



**SERVICES (\$10,000 - \$50,000) ACQUIRED**  
**SINCE LAST BOARD MEETING (Presented 07/28/16)**

Cleveland Metroparks By-Laws, Article 5 (Procurement), Section 4 (a), as revised and approved by the Board of Park Commissioners on January 10, 2013, *"The CEO is authorized to enter into contracts and contract amendments for construction, change orders, and to purchase equipment, goods and services, and real estate, without prior approval of the Board in each instance, if the cost of the contract or contract amendment, for any single project, or the amount of the purchase, does not exceed \$50,000. Any contracts where the cost exceeds \$10,000 or any purchase where the amount exceeds \$10,000, and approved by the CEO, shall be reported to the Board at its next regularly scheduled meeting following the execution of said contract or said purchase,"* the following is provided:

<u>REF. NO. / ITEM – SERVICE</u>	<u>VENDOR</u>	<u>COST</u>	<u>PROCEDURE</u>
Used 2009 Toro 4500D mower with 935 hours in excellent condition.	<b>Sugarloaf Golf Club, Inc.</b>	<b>\$23,900.00</b>	(7)
1,400 linear feet of 8’ fence installed at Sulphur Springs, South Chagrin Reservation.	<b>Critterfence, LLC</b>	<b>\$10,099.44</b>	(7)
Business Intelligence Assessment for three weeks in cooperation of the State of Ohio Master Agreement.	<b>Dell</b>	<b>\$30,000.00</b>	(2)
Digital fax solution, streaming virtual appliance for ITS Dept.	<b>ComDoc, Inc.</b>	<b>\$17,886.00</b>	(2)
Hinckley Dam study investigating hydrologic and hydraulic analysis.	<b>GPD Associates</b>	<b>\$35,950.00</b>	(5)
Trash and recycle plastic cans with lids for distribution throughout Cleveland Metroparks; accommodates additional orders beyond original estimate.	<b>WW Grainger</b>	<b>\$ 9,684.12</b> <u>5,342.40</u> <b>\$15,026.52</b>	(6)
Rental of additional bike rack barricades beyond original estimate at Lakefront Reservation.	<b>Tenable Protective Service</b>	<b>\$16,500.00</b> <u>1,125.00</u> <b>\$17,625.00</b>	(7)
Various blue grass sod, athletic mix, tall and fine fescues – final close out on June 5, 2016.	<b>Hartville Sod Farms</b>	<b>\$10,000.00</b> <u>3,243.40</u> <b>\$13,243.40</b>	(7)

**SERVICES (\$10,000 - \$50,000) ACQUIRED (cont.)**

<b><u>REF. NO. / ITEM – SERVICE</u></b>	<b><u>VENDOR</u></b>	<b><u>COST</u></b>	<b><u>PROCEDURE</u></b>
Employee assistance program beginning July 1, 2013 – this action adds amount for final close out June 30, 2016.	<b>Behavior Management Associates</b>	\$39,018.99 <u>2,300.00</u> \$41,318.99	(7)
Geotechnical services for Phase I of the Valley Parkway Connector Trail in Brecksville – modified to cover the pre-construction meeting, wall design, soil samples, etc.	<b>PSI – Professional Service Industries</b>	\$42,206.00 <u>7,500.00</u> \$49,706.00	(5)
2016 membership support for American Zoos and Aquariums SAFE Program.	<b>AZA</b>	\$25,000.00	(3)
Columns, beams and rafters beyond original estimate for Owl Aviary at North Chagrin Reservation.	<b>Building Products Plus</b>	\$13,850.50 <u>676.00</u> \$14,526.50	(3)
Ice cream specialty items served at Edgewater Beach and Pier, Wallace Lake, Spillway, Huntington and Emerald Necklace Marina above and beyond original estimate.	<b>Peck Food Service</b>	\$20,300.00 <u>9,000.00</u> \$29,300.00	(3)

===== **KEY TO TERMS** =====

- (1) "**BID**" – Formal bid invitations sent and advertised in *The Plain Dealer* 15 days preceding the bid opening.
- (2) "**COOPERATIVE**" – Purchased through cooperative purchasing programs i.e. – State of Ohio, US Communities, etc.
- (3) "**SOLE SOURCE**" – Purchased from one source as competitive alternatives are not available.
- (4) "**PROPRIETARY**" – Merchandise purchased for resale directly from the brand’s manufacturer.
- (5) "**PROFESSIONAL SERVICE**" – Services of an accountant, architect, attorney at law, physician, professional engineer, construction project manager, consultant, surveyor or appraiser as outlined under Article 5, Sections 1-4 of the Board By Laws and defined by ORC 307.86.
- (6) "**COMPETITIVE QUOTE (up to \$10,000)**" – Originally estimated \$10,000 or less, quoted by three vendors.
- (7) "**COMPETITIVE QUOTE (over \$10,000 to \$50,000)**" – Chosen through the accumulation of three written quotes.

**CONSTRUCTION CHANGE ORDERS (07/28/16)**

Pursuant to Cleveland Metroparks By-Laws, Article 5 (Procurement), Section 4 (b) and (c), as revised and approved by the Board of Park Commissioners on January 10, 2013, "...the CEO is not authorized to enter into any change orders to construction contracts, without prior approval of the Board in each instance, except that the CEO is authorized to enter into change orders to construction contracts, without prior approval of the Board in each instance, where the additional cost is less than THE LESSER OF: (i) \$50,000, or (ii) ten percent (10%) of the cost of the contract. Each change order by the CEO under this Article shall be reported to the Board at the next meeting of the Board following the execution of said change order."

(c). "Amendment to Professional Service Contract. For professional service contracts greater than \$50,000, the CEO is not authorized to enter into any amendment to professional services or other special services agreement, without prior approval of the Board in each instance, except that the CEO is authorized to enter into amendments to professional services and other special services agreements for additional fees, without prior approval by the Board in each instance, where the additional fees for the agreement by the CEO pursuant to this Section, aggregate less than THE LESSER OF: (i) \$50,000, or (ii) ten percent (10%) of the cost of the agreement. Each amendment by the CEO under this Section shall be reported to the Board at the next meeting of the Board following the execution of said amendment.", the following is provided:

<b><u>Contract</u></b>	<b><u>Item/Service</u></b>	<b><u>Vendor</u></b>	<b><u>Change Order No.</u></b>
<p><b><u>4-D Theater (Zoo)</u></b>  <b>\$755,373.00</b></p> <p>Revised Contract Amount:                      Change order #2                      Added \$17,147.93.</p> <p>Total revised to \$772,520.93</p>	<p>Install additional drains, flower boxes and outlets at giraffe deck, also set benches.</p>	<p>Regency Construction</p>	<p>Change Order No. 2</p>
<p><b><u>Zoo Pump Station</u></b>  <b>\$60,000.00</b></p> <p>Revised Contract Amount:                      Change order #2                      Added \$8,000.00</p> <p>Total revised to \$68,000.00</p>	<p>Labor costs for additional construction administration and shop drawing review.</p>	<p>C T Consultants</p>	<p>Amendment No. 1</p>
<p><b><u>Cleveland Foundation Centennial Trail</u></b>  <b>\$361,872.50</b></p> <p>Revised Contract Amount:                      Amendment #2                      Added \$35,588.00</p> <p>Total revised to \$397,460.50</p>	<p>Review of shop drawings, interpretation of plans, site visits, as-built plan prep.</p>	<p>Michael Baker International, Inc.</p>	<p>Amendment No. 2</p>

**INFORMATION/BRIEFING ITEMS/POLICY.**

- a. ***Chief Executive Officer's Employee Guests***  
(Originating Source: Brian M. Zimmerman, Chief Executive Officer)

**Katrina L. Miday, Web Developer/Systems Integration**

Katrina Miday joined Cleveland Metroparks Information Technology division in February 2016. Having lived most of her life in the greater Northeast Ohio region, Katrina came to Cleveland Metroparks after working as a Development Analyst (Web Developer) at Cuyahoga County Public Library. In this position she maintained the public website and acted as developer and administrator of the staff Intranet. With her experience developing a variety of websites and applications, Katrina has been excited to help develop sites and tools to help Cleveland Metroparks staff do their jobs better. Katrina holds an undergraduate degree from the University of Akron and a master's degree from Kent State.

- b. ***Euclid Creek Restoration Design Update – Acacia Reservation***  
(Originating Sources, Sean E. McDermott, P.E., Chief Planning and Design Officer/Terry Robison, Director of Natural Resources/Jennifer Grieser, Senior Natural Resource Manager - Urban Watersheds/Chris Cheraso, Landscape Architect)

An update will be provided to the Board on the progress of the development of plans for the restoration of Euclid Creek, associated tributary streams and wetlands within the Acacia Reservation. On May 26, 2016, the Board accepted funds from Ohio EPA's Water Resource Restoration Sponsor Program, a major component of the multiple funding sources for restoration of Euclid Creek. This action was preceded by the Board's approval of a contract with Biohabitats, Inc. (RFP No. 6114) on December 3, 2015, to develop plans and perform the restoration activities to Euclid Creek and its headwaters within Acacia Reservation. As a fall 2016 construction commencement date approaches and the final steps are being taken to complete construction documents, staff will provide an update on the design and expectations of the project.

- c. ***Cleveland Metroparks Zoo Hay Barn Update***  
(Originating Sources, Sean E. McDermott, P.E., Chief Planning and Design Officer/Christopher W. Kuhar, PhD, Executive Director, Cleveland Metroparks Zoo/Jesse Schook, Architect)

An update will be provided to the Board on the progress of plans for construction of a new hay storage barn at the Zoo. Plans have been developed, and currently out to bid, for the construction of a 9,100 s.f. pre-engineered structure capable of storing a six (6) month supply of hay for use in the feeding operations of the zoo animal collection. The construction of the hay storage barn will eliminate the need for cumbersome logistics of frequent hay delivery which involves storage in on-site trailers.

**INFORMATION/BRIEFING ITEMS/POLICY (cont.)**

- d. ***Benefits of “No Mow” Areas Proposed for Brookside/Big Creek Reservations***  
(Originating Sources: Joseph V. Roszak, Chief Operating Officer / Terry L. Robison, PhD, Director of Natural Resources / James K. Kamps, Director of Parks West / Jeffrey A. Deluca, Park Manager)

“No mow” or “low mow” areas are used across the country to provide habitat for plants, birds, mammals, reptiles, and insects that depend on these open habitats to complete their lifecycles. Moreover, increased vegetation density slows stormwater runoff, decreases sediment movement, and increases stormwater absorption. No mow areas also decrease the amount of time dedicated to mowing and associated expenses freeing staff time for other endeavors.

Three new areas are proposed for conversion to no mow management: two at Memphis Picnic Area and one at Snow Road Picnic Area. Public use of the open, mowed fields is nearly non-existent at these locations, they are located along important waterways, and they will provide an aesthetically pleasing tall-grass look that guests seem to enjoy. Management of these areas will be coordinated by Park Management and Natural Resource staff. As we observe their development, these areas may be supplemented with native wildflowers and trees.

- e. ***Re-Connecting Cleveland: Notice of Award from The Department of Transportation’s Transportation Investment Generating Economic Recovery (TIGER) Grant Program***  
(Originating Sources: Brian M. Zimmerman, Chief Executive Officer / Richard J. Kerber, P.E., Project Manager / Sara Byrnes Maier, Senior Strategic Park Planner)

On April 21, 2016, the Board of Park Commissioners of the Cleveland Metropolitan Park District (Cleveland Metroparks) authorized submission of the Re-Connecting Cleveland: Pathways to Opportunity application to the U.S. Department of Transportation’s highly competitive Transportation Investment Generating Economic Recovery (TIGER) Discretionary grant program. On July 26, 2016, Cleveland Metroparks learned from U.S. Representative Marcy Kaptur’s office that the application, submitted in partnership with The Trust for Public Land and L.A.N.D. studio, would be awarded \$7,950,000.

TIGER grants support infrastructure investments that have a significant impact on a metropolitan area or region. Since the initiation of the program in 2009, nearly \$4.6 billion has been awarded to 381 surface transportation projects, with an emphasis on innovative projects with multimodal components. This eighth round of TIGER grants generated 585 applications totaling \$9.3 billion for an available \$500 million in funding.

The Re-Connecting Cleveland application had requested \$9,450,000 in TIGER funds for a total project cost of \$16,450,000, but additional private fundraising since submittal has enabled the full scope of the project to be completed with the \$7,950,000 award. Previously awarded Federal Congestion Mitigation and Air Quality (CMAQ) funds for the Red Line Greenway project in the amount of \$2,080,000 (12.6%) will also be utilized.

**INFORMATION/BRIEFING ITEMS/POLICY (cont.)**

The Re-Connecting Cleveland project consists of the:

- Wendy Park Bridge;
- Whiskey Island Connector trail;
- Red Line Greenway trail; and
- CFCT connectors to the Cleveland Lakefront Bikeway and Canal Basin Park.

See map on page **82047**.

**AWARD OF BIDS; CONSTRUCTION CHANGE ORDERS; STATUS RE: CAPITAL PROJECTS.**

The following were presented to the Board for award/acknowledgment: bid tabulations, as shown on pages **82025** through **82030**; \$10,000 to \$50,000 purchased items/services report, pages **82031** through **82032**; and construction change orders, page **82033**.

**APPROVAL OF VOUCHERS AND PAYROLL.**

**No. 16-07-119:** It was moved by Vice President Moore, seconded by Vice President Rinker and carried, to approve payroll and vouchers, employee withholding taxes, and ADP payroll, as identified on pages **82048** to **82131**.

Vote on the motion was as follows:

Ayes: Ms. Berry, Messrs. Moore and Rinker.

Nays: None.

**PUBLIC COMMENTS.**

Ms. Marty Leshar of Olmsted Township read from a prepared statement. Ms. Sandy Nemeth of Westlake also commented. Comments from both Ms. Leshar and Ms. Nemeth can be heard in their entirety by accessing the “About Us” section of Cleveland Metroparks website under “Board Meetings/Board Meeting Archives.”

**DATE OF NEXT MEETING.**

The next Regular Meeting of the Board of Park Commissioners was scheduled by the Board for Thursday, August 18, 2016, 8:00 a.m. at the Board's office, 4101 Fulton Parkway, Cleveland, Ohio.

**ADJOURNMENT TO EXECUTIVE SESSION.**

**No. 16-07-128:** At 9:19 a.m., upon motion by Vice President Moore, seconded by Vice President Rinker and carried, the meeting adjourned to an Executive Session for the purpose of discussing the Acquisition/Purchase of Real Property, as stated by Chief Legal and Ethics Officer, Rose Fini.

Vote on the motion was as follows:

Aye: Ms. Berry  
Aye: Mr. Rinker  
Aye: Mr. Moore  
Nays: None.

**No action was taken as a result of the Executive Session.**

**ADJOURNMENT.**

**No. 16-07-129:** There being no further matters to come before the Board, upon motion by Vice President Moore, seconded by Vice President Rinker, and carried, President Berry adjourned the meeting at 10:19 a.m.

Vote on the motion was as follows:

Ayes: Ms. Berry, Messrs. Moore and Rinker.  
Nays: None.

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President.

Attest:

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Secretary.

CLEVELAND METROPARKS COMPARATIVE SUMMARY OF REVENUES & EXPENDITURES

2016 VS. 2015, FOR THE MONTH ENDED JUNE 30

	2016							2015							
	Annual Budget	Rev. Annual Estimate (A)	Y-T-D Estimate	Y-T-D Actual	Y-T-D Variance	% of Rev. Ann. Est.	M-T-D Estimate	M-T-D Actual	M-T-D Variance	% of Rev. Ann. Est.	Annual Actual	Y-T-D Actual	% of Ann.	M-T-D Actual	% of Ann.
<b>Beginning Cash Bal.</b>	\$34,424,295	\$34,424,295	\$34,424,295	\$34,424,295	\$0	100.0%	\$30,628,002	\$42,004,946	\$11,376,944	122.0%	\$36,015,173	\$36,015,173	100.0%	\$39,359,281	109.3%
<b>Receipts:</b>															
Property Tax	\$73,127,868	\$73,127,868	\$40,507,996	\$40,677,070	\$169,074	55.6%	\$3,349,403	\$1,692,636	(\$1,656,767)	2.3%	\$73,976,165	\$40,977,896	55.4%	\$3,386,522	4.6%
Grants/Local Government	14,568,284	18,223,049	\$6,751,308	4,961,992	(1,789,316)	27.2%	1,136,740	232,636	(904,104)	1.3%	9,736,902	3,607,345	37.0%	633,256	6.5%
Investment Income	100,000	100,000	\$47,171	95,001	47,830	95.0%	6,241	11,683	5,442	11.7%	148,559	70,077	47.2%	5,518	3.7%
Golf Receipts	6,820,442	6,820,442	\$2,640,330	2,702,141	61,811	39.6%	1,252,235	1,110,193	(142,042)	16.3%	6,318,686	2,446,090	38.7%	929,658	14.7%
Zoo Receipts	10,035,855	10,035,855	\$3,701,297	3,457,731	(243,566)	34.5%	1,172,113	1,110,907	(61,206)	11.1%	10,046,601	3,706,116	36.9%	979,504	9.7%
Chalet/Rest./Conc.	4,944,371	4,998,071	\$1,939,113	1,680,014	(259,099)	33.6%	318,404	783,448	465,044	15.7%	3,664,531	1,421,737	38.8%	494,500	13.5%
Ledge Pool	168,620	168,620	\$101,789	107,982	6,193	64.0%	51,337	46,697	(4,640)	27.7%	151,560	91,490	60.4%	37,961	25.0%
Self-Funded Reserve	7,724,864	7,724,864	\$4,438,696	4,241,219	(197,477)	54.9%	507,222	639,100	131,878	8.3%	6,184,172	3,553,416	57.5%	481,854	7.8%
Marina and Other	3,519,295	3,519,295	\$1,838,450	1,813,124	(25,326)	51.5%	171,356	306,197	134,841	8.7%	3,061,465	1,598,072	52.2%	263,426	8.6%
<b>Total Receipts</b>	\$121,009,599	\$124,718,064	\$61,966,150	\$59,736,274	(\$2,229,876)	47.9%	\$7,965,051	\$5,933,497	(\$2,031,554)	4.8%	\$113,288,641	\$57,472,239	50.7%	\$7,212,200	6.4%
<b>Expenditures:</b>															
Salaries & Fringe	\$62,867,088	\$62,922,845	\$29,849,866	\$27,439,513	\$2,410,353 (C)	43.6%	\$5,031,504	\$5,345,403	(\$313,899)	8.5%	\$58,865,597	\$27,925,154	47.4%	\$4,840,305	8.2%
Operating Supplies/Other	23,495,498	\$23,651,415	\$10,795,776	9,312,906	1,482,870	39.4%	1,200,293	(1,775,334)	2,975,627	-7.5%	17,744,446	8,099,948	45.6%	1,261,010	7.1%
Utilities	5,382,952	\$5,382,952	\$2,743,885	1,845,734	898,151	34.3%	327,041	241,663	85,378	4.5%	3,894,830	1,985,745	51.0%	257,167	6.6%
Equipment	3,435,009	\$3,457,571	\$1,356,523	1,627,865	(271,342)	47.1%	236,407	106,592	129,815	3.1%	2,771,528	1,087,365	39.2%	157,160	5.7%
Land	2,068,312	\$2,068,312	\$879,085	1,860,880	(981,795)	90.0%	123,299	955,331	(832,032)	46.2%	2,678,044	1,138,236	42.5%	15,888	0.6%
Construction Materials	6,706,443	\$6,941,147	\$3,429,793	1,365,743	2,064,050	19.7%	580,481	267,998	312,483	3.9%	3,567,416	1,762,749	49.4%	441,901	12.4%
Construction Contracts	37,872,247	\$41,164,771	\$22,447,246	9,418,385	13,028,861	22.9%	1,572,706	5,294,040	(3,721,334)	12.9%	18,110,323	9,875,601	54.5%	1,414,389	7.8%
Zoo Animals	101,430	\$101,430	\$45,501	18,413	27,088	18.2%	6,273	6,014	259	5.9%	37,780	16,948	44.9%	6,857	18.1%
Self-Funded Reserve	7,838,165	\$7,838,165	\$4,337,469	3,989,611	347,858	50.9%	1,012,608	215,217	797,391	2.7%	7,209,557	3,989,611	55.3%	570,752	7.9%
<b>Total Exp.</b>	\$149,767,143	\$153,528,608	\$75,885,144	\$56,879,050	\$19,006,094	37.0%	\$10,090,611	\$10,656,924	(\$566,313)	6.9%	\$114,879,521	\$55,881,359	48.6%	\$8,965,427	7.8%
<b>End. Cash Bal.</b>	\$5,666,751	\$5,613,751	\$20,505,301	\$37,281,519	\$16,776,218	664.1%	\$28,502,443	\$37,281,519	\$8,779,076	664.1%	\$34,424,293	\$37,606,053	109.2%	\$37,606,053	109.2%
Encumbrances	\$0	\$0	\$21,549,694	\$21,549,694 (B)	\$0	N/A	\$21,549,694	\$21,549,694	\$0	N/A	\$7,932,655	\$18,224,385	48.5%	\$18,224,385	48.5%
<b>Avail. Cash Bal.</b>	<b>\$5,666,751</b>	<b>\$5,613,751</b>	<b>(\$1,044,393)</b>	<b>\$15,731,825</b>	<b>\$16,776,218</b>	<b>280.2%</b>	<b>\$6,952,749</b>	<b>\$15,731,825</b>	<b>\$8,779,076</b>	<b>280.2%</b>	<b>\$26,491,638</b>	<b>\$19,381,669</b>	<b>73.2%</b>	<b>\$19,381,669</b>	<b>73.2%</b>
Bal. in Restricted Funds	\$4,535,712	\$1,829,481	\$1,829,481	\$1,829,481	\$0	0.0%	\$1,829,481	\$1,829,481	\$0	0.0%	\$4,431,774	\$3,359,278	23.0%	\$3,359,278	44.4%
<b>Adj. Avail. Cash Bal.</b>	<b>\$1,131,039</b>	<b>\$3,784,270</b>	<b>(\$2,873,874)</b>	<b>\$13,902,344</b>	<b>\$16,776,218</b>	<b>367.4%</b>	<b>\$5,123,268</b>	<b>\$13,902,344</b>	<b>\$8,779,076</b>	<b>367.4%</b>	<b>\$22,059,864</b>	<b>\$16,022,390</b>	<b>72.6%</b>	<b>\$16,022,390</b>	<b>72.6%</b>

(A) Includes Appropriation Adjustment #1.

(B) Summary of Encumbrances follows on next page.

\* Amounts in brackets ( ) represent unfavorable variances.  
 \*\* Encumbrance percentage is of ending cash.

Cash Balance, 5/31/16		\$42,004,946	(Exp., cont'd)
Revenue, June 2016		\$5,933,497	
Exp.:	A/P Vouchers	06/01/16 \$9,749	Payrolls 05/28/16 \$1,320,256
		06/02/16 37,435	06/11/16 1,439,183
		06/15/16 74,855	
		06/17/16 3,209,028	Payroll Adjustments \$0
		06/22/16 268,681	Withholding 05/28/16 313,768
			06/11/16 339,580
	Purchasing Card	\$1,165,581	ADP \$7,377
	Fringe Vouchers	06/03/16 558,018	Total Payroll \$3,420,164
		06/17/16 598,595	
	Receipt/Voucher Adjustments	(\$250)	<b>Total Expenditures</b>
	Refunds	(36,015)	<b>\$10,656,924</b>
	Health Ins./WC Reserve Posting	480,696	
	Medical Mutual	646,541	
	Bank Fees	26,575	
	Auditor/Treasurer Fees	0	
	Sales Tax & Misc Exp	197,271	
<b>Subtotal - Expenditures</b>		\$7,236,760	<b>Ending Cash Balance, 06/30/16</b>
			<b>\$37,281,519</b>



**Cleveland Metroparks  
Encumbrance Summary - 06/30/16**

	<u>General</u>	<u>Capital Equipment, Animals &amp; Land</u>	<u>Capital Construction Projects</u>	<u>Total Encumbrances</u>
General Fund	\$ 7,081,919	\$ -	\$ -	\$ 7,081,919
Health Insurance Reserve	185,398	-	-	185,398
Property Insurance Reserve	80,857	-	-	80,857
Workers' Comp. Reserve	175,304	-	-	175,304
<i>Subtotal</i>	<u>\$ 7,523,478</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 7,523,478</u>
Capital Fund:				
Equipment		\$ 1,243,457	\$ -	\$ 1,243,457
Animals		2,800	-	2,800
Land		199,323	-	199,323
Construction Materials		-	388,124	388,124
Construction Contracts		-	9,739,328	9,739,328
<i>Subtotal Capital Fund</i>		<u>\$ 1,445,580</u>	<u>\$ 10,127,452</u>	<u>\$ 11,573,032</u>
Restricted Funds:				
General	\$ 935,901	\$ -	\$ -	\$ 935,901
Equipment	-	106,478	-	106,478
Animals	-	-	-	-
Land	-	-	-	-
Construction Materials	-	-	87,756	87,756
Construction Contracts	-	-	1,323,049	1,323,049
<i>Subtotal Restricted Funds</i>	<u>\$ 935,901</u>	<u>\$ 106,478</u>	<u>\$ 1,410,805</u>	<u>\$ 2,453,184</u>
Subtotal Construction Projects Encumbrances			<u><u>\$11,538,257</u></u> *	
Total Encumbrances				<u><u>\$ 21,549,694</u></u>

**Capital Construction Project Encumbrances over \$50,000**

<u>Div.</u>	<u>Location</u>	<u>Capital Constr. Project #/Description</u>	<u>Encumbrance</u>
1110	Executive Administration	A10007 Administrative Office Improvements	\$ 3,501,896
1210	Accounting Division	A15010 Financial ERP System	247,936
1370	Marketing Division	A15011 Online Reservation System	71,319
1510	Park Operations Administration	A15003 Roofing	50,500
1536	Brecksville Park Management	K15005 Valley Parkway APT Trail	696,170
1540	Rocky River Park	R93003 Scenic Park Dredging	56,827
1543	Ohio and Erie Canal Park Management	L13001 Mill Creek Connector Trail	273,313
1546	Lakefront Park Management	Q14003 Edgewater Bath/Pavilion	102,361
1546	Lakefront Park Management	Q14006 Edgewater Post-Season Construction	65,408
1546	Lakefront Park Management	Q14010 E 55 Marina Bath/Shelter	62,407
1546	Lakefront Park Management	Q15004 Fuel Dock Replacement	255,376
1547	Euclid Creek/East Shores	Q14024 Euclid Beach Pier Construction	610,128
1547	Euclid Creek/East Shores	Q14032 Euclid Creek - General Design	79,505
1555	Rocky River Outdoor Experiences	R16101 Fort Hill Stairs	304,818
1750	Zoo Facility Operations	V07008 Pump Replacement	352,341
1750	Zoo Facility Operations	V14014 Koala AHU Replacement	162,500
1750	Zoo Facility Operations	V15002 Tiger Passage Exhibit	301,984
1750	Zoo Facility Operations	V15003 4D Theater	198,932
1810	Information Technology	A11006 Web Site Development	207,641
1810	Information Technology	A14011 Network Upgrades	342,621
1810	Information Technology	A15009 Data Center	66,218
1930	Human Resources	A14005 HRIS/Payroll System	86,920
3104	Manakiki Clubhouse	303001 Clubhouse Improvements	59,592
3308	Seneca Turf	812001 Seneca Course Redesign	1,032,665
3308	Seneca Turf	815002 Seneca Parking Lot	84,500
5130	Wendy Park Coast Guard Station	Q15130 Facility Assessment	79,636
5134	Wendy Park Bridge - TPL	Q15134 Wendy Park Bridge Design	239,878
5151	Valley Parkway Trail	K16151 Valley Pkwy Trail - Phase 1 - ODOT	194,607
5308	Acacia Reservation - OEPA	U15308 Acacia Restoration	161,294
5413	Rocky River Dredging - USEPA	P11414 Rocky River Dredging	163,383
5433	Sulphur Springs Improvement - OEPA	C14433 Sulphur Springs Improvement	137,809
5792	Zoo Society - 4D Theater	V15792 4D Theater	146,906
	All other capital project encumbrances		1,140,866
Total Capital Construction Project Encumbrances			<u><u>\$ 11,538,257</u></u> *

**CLEVELAND METROPARKS  
ACCOUNTS RECEIVABLE AND INVESTMENTS SCHEDULES  
FOR THE MONTH ENDED JUNE 30, 2016**

ACCOUNTS RECEIVABLE

Current	Past Due			Total
	30 Days	60 Days	90 Days	
\$839,512	\$29,994	\$11,474	\$13,388	\$894,367

RANGER/COURT FINES RECEIVABLE

Total
\$29,258

INVESTMENTS

Date Placed	Bank	Description	Days of Duration	Rate	Date of Maturity	Interest Earned	EOM Balance
05/31/16	STAR Ohio	State pool (A)	30	0.52%	06/30/16	\$3,749	\$5,040,804
05/31/16	STAR Plus	State pool (B)	30	0.37%	06/30/16	\$5,512	\$18,129,187
05/31/16	PNC Bank	Money Market (C)	30	0.05%	06/30/16	\$22	\$105,122
05/31/16	Fifth Third Securities	Money Market (D)	30	0.25%	06/30/16	\$9	\$48,594

(A) State Treasurer's Asset Reserve (STAR Ohio).

Investment balance ranged from \$16,030,326 to \$5,040,804 in June.

(B) State Treasurer's Asset Reserve Plus Account (STAR Plus)

Investment balance ranged from \$18,123,675 to \$18,129,187 in June

(C) Government Performance Money Market Account.

Investment balance ranged from \$105,100 to \$105,122.44 in June

(D) Federated Government Money Market Account used to temporarily reinvest Brokered Certificate of Deposit interest payments.

Investment balance varied between \$48,034 to \$48,594 in June

Source: Karen Fegan, Chief Financial Officer  
07/21/16

**RESOLUTION  
RECOGNIZING THE  
RETIREMENT OF  
MARYELLEN DOMBEK**

**WHEREAS,** *Maryellen Dombek has served Cleveland Metroparks for more than 22 years; and,*

**WHEREAS,** *Maryellen Dombek has devoted these years of service utilizing her knowledge, skills and abilities as an Information Specialist, Secretary, Division Secretary, and Administrative Coordinator; and,*

**WHEREAS,** *Maryellen Dombek has exhibited perseverance and organization skills with database activities, creating and reconciling divisional statistical reports, registration for public programming, ordering and maintaining uniforms, arranging conference and travel, and preparing articles for the Emerald Necklace publication; and,*

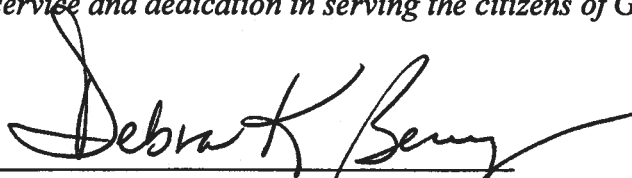
**WHEREAS,** *Maryellen Dombek has used her knowledge and skills to provide technical expertise for the Outdoor Experiences division staff, willingly provided training to support staff, and assisted with the development of the new Outdoor Experiences Attendance database; and,*

**WHEREAS,** *Maryellen Dombek has demonstrated a spirit of cooperation when she volunteered and served on the OPRA Park Section Fall Conference, Summer Magic, CrossRoads, Secretary and Information Specialist and Support (SISS), Secretaries, Technicians, Administrative & Receptionists (STAR), and the Records Retention committees; and,*

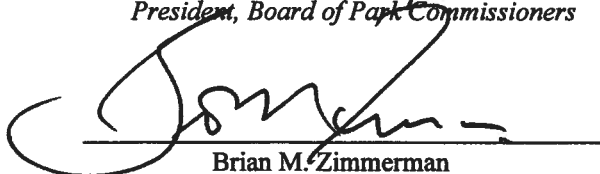
**WHEREAS,** *Maryellen Dombek has provided excellent communication and outstanding customer service for visitors and internal staff; and,*

**WHEREAS,** *Maryellen Dombek has been a valued asset to Cleveland Metroparks and the heart of the Outdoor Experiences division. The products of her labor have been appreciated and will not be forgotten.*

**NOW, THEREFORE, BE IT RESOLVED,** *that the Board of Park Commissioners of Cleveland Metroparks expresses its sincere appreciation to Maryellen Dombek for her years of service and dedication in serving the citizens of Greater Cleveland.*



Debra K. Berry  
President, Board of Park Commissioners



Brian M. Zimmerman  
Chief Executive Officer



## RESOLUTION RECOGNIZING THE RETIREMENT OF KEVIN P. MARSH

**WHEREAS,** *Kevin P. Marsh has served Cleveland Metroparks for more than 29 years; and,*

**WHEREAS,** *Kevin P. Marsh has devoted these years of service utilizing his knowledge, skills and abilities as a Ranger and Senior Ranger; and,*

**WHEREAS,** *Kevin P. Marsh was assigned to protect and preserve lands and facilities, ensure visitor safety, and deter violators of park rules and laws of the State of Ohio; and,*

**WHEREAS,** *Kevin P. Marsh has provided superior service and law enforcement to the community through proactive, innovative and unbiased practices; and,*

**WHEREAS,** *Kevin P. Marsh was certified as an Ohio Police Officer Instructor which afforded him the opportunity to provide departmental instruction; and,*

**WHEREAS,** *Kevin P. Marsh has provided leadership, inspiration and work direction when he served as a Field Training Officer; and,*

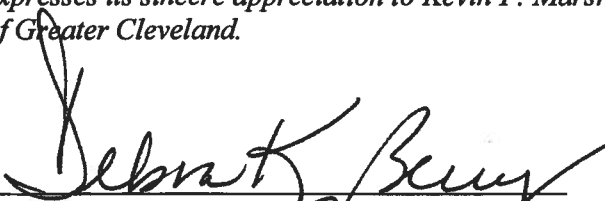
**WHEREAS,** *Kevin P. Marsh has attended numerous training opportunities where he utilized the skills learned to make valuable contributions to the Ranger department; and,*

**WHEREAS,** *Kevin P. Marsh demonstrated a spirit of cooperation when he served with Protect 2000, Benefit Study Team, Fraternal Order of Police, Ohio Labor Council, Inc., Awards Committee, and most recently the Centennial Committee; and,*

**WHEREAS,** *Kevin P. Marsh has served the Greater Cleveland Community and surrounding law enforcement agencies by participating in law enforcement and public safety efforts throughout Cleveland Metroparks and the surrounding communities; and,*

**WHEREAS,** *Kevin P. Marsh's professionalism and dedication has been an asset to the Ranger Department as evidenced by his many letters of commendation and awards, namely Ranger of the Year, the life-saving Grand Cordon, and Felony Awards, and for his recognition from Mothers Against Drunk Driving. Kevin P. Marsh's commitment and hard work have been appreciated by members of the Ranger Department and will not be forgotten.*

**NOW, THEREFORE, BE IT RESOLVED,** *that the Board of Park Commissioners of Cleveland Metroparks expresses its sincere appreciation to Kevin P. Marsh for his years of service and dedication in serving the citizens of Greater Cleveland.*

  
Debra K. Berry  
President, Board of Park Commissioners

  
Brian M. Zimmerman  
Chief Executive Officer



**RESOLUTION  
RECOGNIZING THE  
RETIREMENT OF  
THOMAS R. COLES**

**WHEREAS,** *Thomas R. Coles has served Cleveland Metroparks for more than 18 years; and,*

**WHEREAS,** *Thomas R. Coles has devoted these years of service utilizing his knowledge, skills and abilities as a Risk Manager, and Director of Risk Management; and,*

**WHEREAS,** *Thomas R. Coles has utilized his knowledge, skills and experiences to develop, implement and administer a comprehensive risk management program for Cleveland Metroparks; and,*

**WHEREAS,** *Thomas R. Coles has created and implemented park-wide risk policies and procedures to ensure minimal loss, evaluated and analyzed risk exposures, managed the workers' compensation program which included creating an all-inclusive employee injury packet, and was responsible for a division budget; and,*

**WHEREAS,** *Thomas R. Coles has successfully negotiated and procured property and casualty insurance for the Park District, established claims procedures, oversaw subrogation recovery activities, and actively participated in effectively resolving litigation matters, most notably, a complex case involving multiple carriers and more than one hundred insurance policies covering a twenty-nine year time period; and,*

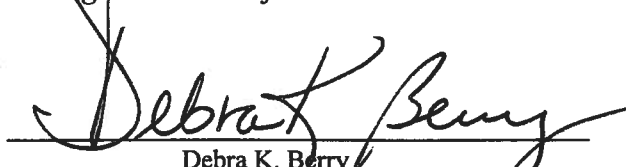
**WHEREAS,** *Thomas R. Coles has provided leadership and work direction in the development of safety procedures to include training and regulatory compliance including State of Ohio Public Employment Risk Reduction Program (PERRP) standards, Ohio Bureau of Workers' Compensation (BWC), and Americans with Disabilities Act (ADA); and,*

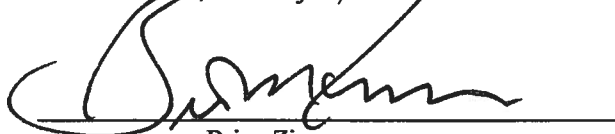
**WHEREAS,** *Thomas R. Coles was responsible for the acquisition and installation of automatic external defibrillators (AEDs) for non-medical personnel; and,*

**WHEREAS,** *Thomas R. Coles has demonstrated a spirit of cooperation when he presented at the Ohio Parks & Recreation Aquatic Symposium, served as the organization's representative to the Greater Cleveland Safety Council, and chaired the Cleveland Metroparks Records Commission; and,*

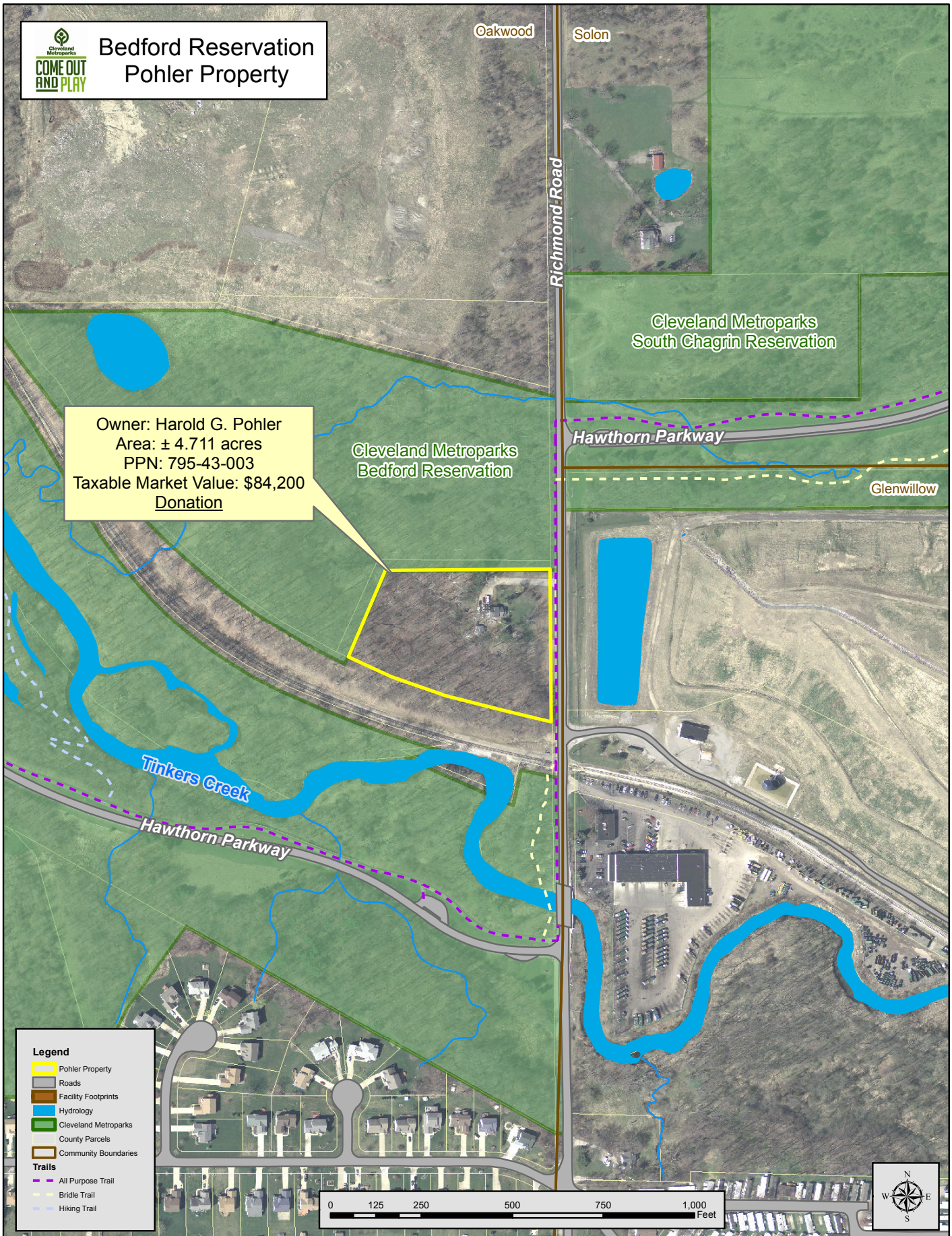
**WHEREAS,** *Thomas R. Coles has been a valued asset to the Park District and always demonstrated the highest level of professionalism, dignity and respect, and integrity for all persons even before those characteristics were adopted as part of Cleveland Metroparks core values. The products of his labor are appreciated and will forever serve generations of future Cleveland Metroparks visitors.*

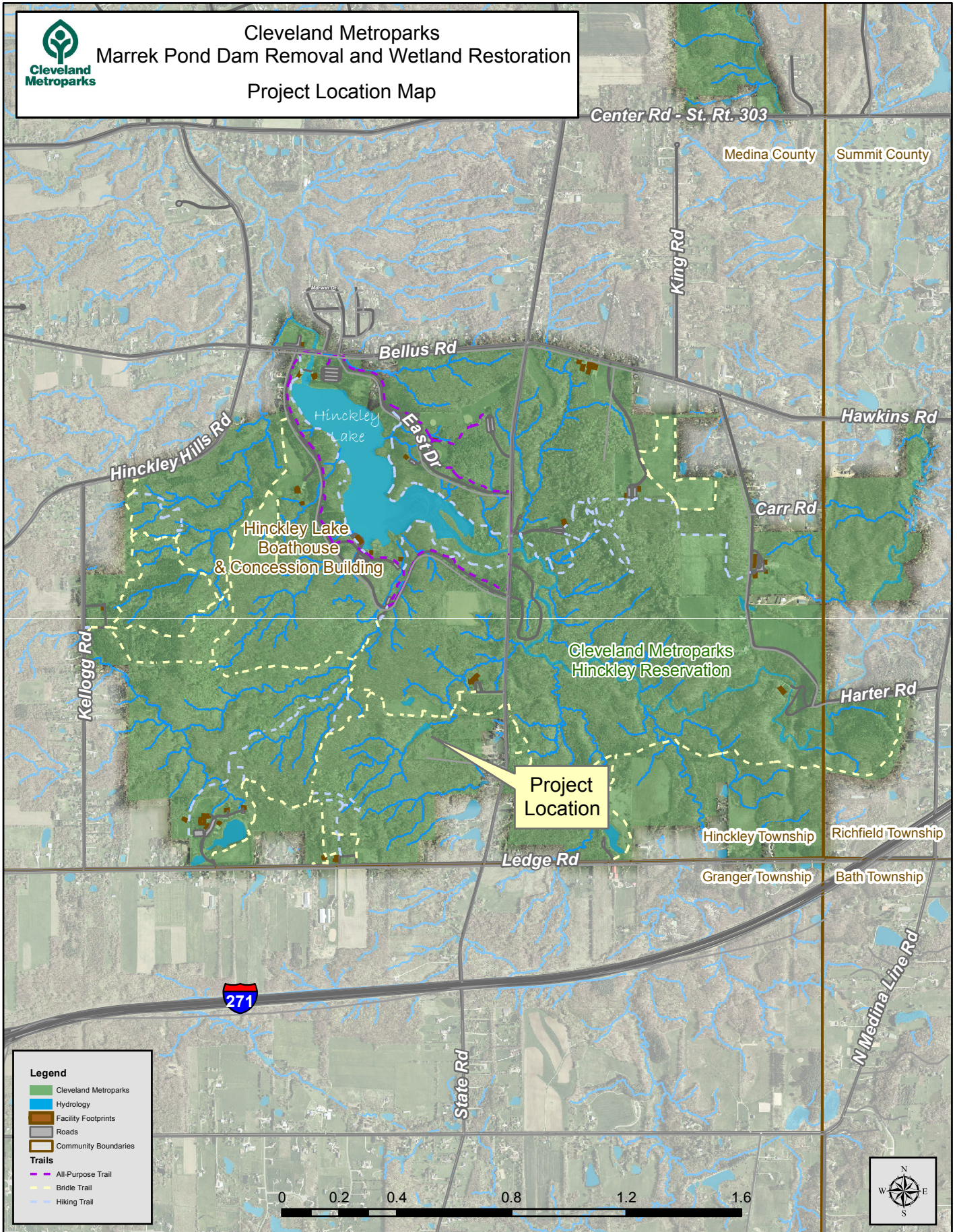
**NOW, THEREFORE, BE IT RESOLVED,** *that the Board of Park Commissioners of Cleveland Metroparks expresses its sincere appreciation to Thomas R. Coles for his years of service and dedication in serving the citizens of Greater Cleveland.*

  
Debra K. Berry  
President, Board of Park Commissioners

  
Brian Zimmerman  
Chief Executive Officer







**Table 1 – RFQu No. 6197 Respondents**



Cleveland Metroparks Zoo  
PCA Planning  
Responses to Request for Qualifications (RFQu No. 6197)  
Friday, June 10, 2016



Prime / Architect	Submittal Time	Contact (Name/Location/Phone /Email)	Local Architect	Zoo Planner	Exhibitory Design	Landscape Architecture	Civil Engineer	Geotech	Survey	Mechanical	Structural	Estimator	Gunite Evaluation	Life Support Systems / Aquarium
Foit-Albert Associates	6/10/16 @ 9:17 a.m.	Gwen Howard 763 Main Street Buffalo, NY 14203 716-856-3933 ghoward@foit-albert.com	Peninsula Architects / Peninsula, OH	Foit-Albert / Buffalo, NY	Foit-Albert / Buffalo, NY	Environmental Design Group / Akron, OH	Environmental Design Group / Akron, OH	PSI, Inc. / Cleveland, OH	Environmental Design Group / Akron, OH	Karpinski Engineering / Cleveland, OH	Petrilli Structural Engineers / Buffalo, NY	PCS / Cleveland, OH	Foit-Albert / Buffalo, NY	TJP Engineering / Imperial Beach, CA
HCCP	6/10/16 @ 9:17	Michael Chatham 120 N. Orange Ave Orlando, FL 32801 407-644-2656	None	HCCP / Orlando, FL	HCCP / Orlando, FL Bios / Seattle, WA	GAI / Orlando, FL	GAI / Orlando, FL			exp. / Maitland, FL	Peller and Associates / Cleveland, OH	Bios / Seattle, WA		PCA Global / San Diego
HWH	6/10/16 @ 1:16 p.m.	HWH Architects / Cleveland	HWH / Cleveland, OH	Jones and Jones / Seattle, WA	Jones and Jones / Seattle, WA	HWH Architects / Cleveland	HWH Architects / Cleveland	Somat Engineering / Cleveland, OH	KS / Elyria, OH	Sandhu & Associates		Oppenheim Lewis	Schirmer Construction	Somat Engineering / Cleveland, OH T.A. Maranda Consultants / Blaine, WA
Mass Design Group	6/10/16 @ 1:50 p.m.	Michael Murphy, 334 Boylston Street, Suite 400, Boston, MA 02115 917-209-5251 michael@mass-group.org	Hershmann Architects / Cleveland				Fall Creek Engineering / Santa Cruz, CA			Hershmann Architects / Cleveland	Hershmann Architects / Cleveland			
Peckham Guyton Albers & Viets, Inc. (PGAV Destinations) <b>Ranked No. 2</b>	6/9/16 @ 9:12 a.m.	John Kemper 200 North Broadway, Suite 1000 St. Louis, Missouri 63102 314-231-7318 john.kemper@pgav.com	David Sommers & Associates / Kent, OH	PGAV Destinations / St. Louis, MO	PGAV Destinations / St. Louis, MO	Zoo Horticulture Consulting & Design AND Environmental Design Group	Environmental Design Group / Akron, OH	PSI / Cleveland, OH	Environmental Design Group / Akron, OH	exp. / Maitland, FL	Peller and Associates / Cleveland, OH	Thomas Marker & PGAV Destinations	David Sommers & Associates / Kent, OH	
Richard L. Bowen and Associates, Inc. <b>Ranked No. 3</b>	6/10/16 @ 12:28 p.m.	Richard L. Bowen 13000 Shaker Boulevard Cleveland, OH 44120 216-491-9300	Richard L. Bowen / Cleveland, OH	CLR / Philadelphia, PA	CLR / Philadelphia, PA	Zoo Horticulture Consulting & Design	Osborn Engineering / Cleveland, OH	David L. Lewin / Cleveland, OH	KS / Elyria, OH	whs engineering / Cleveland, OH	Richard L. Bowen / Cleveland, OH	SIRD Construction / Salt Lake City, UT	Camrock / Tucson, AZ	TJP Engineering / Imperial Beach, CA (LSS) Hali Aquatic (Aquatics)
The Portico Group	6/10/16 @ 10:42 a.m.	Charles Mayes 1500 4th Avenue, 3rd Floor Seattle, WA 98101-1670 206-621-2196	Richard Fleischman + Partners / Cleveland, OH	Portico / Seattle, WA	Portico / Seattle, WA	Biohabitats / Cleveland, OH	Langan / Cleveland, OH	Langan / Cleveland, OH	Langan / Cleveland, OH	Osborn Engineering / Cleveland, OH	Osborn Engineering / Cleveland, OH	Pepper Construction / Columbus-Chicago	Osborn Engineering / Cleveland, OH	PCA Global / San Diego
Van Auken Akins Architects, LLC <b>Ranked No. 1</b>	6/10/16 @ 11:22 a.m.	Jill Akins 3422 Euclid Avenue, Suite 101D Cleveland, OH 44115 216-243-7220 jakins@vaakino.com	Van Auken Akins Architects / Cleveland	WDM Architects / Wichita, KS	WDM Architects / Wichita, KS	WDM Architects / Wichita, KS	Environmental Design Group / Akron, OH	PSI / Cleveland, OH	Dempsiey Surveying Company / Lakewood, OH	Scheerer Buckley Mayfield / Akron, OH	Thorsen Baker / Richfield, OH	Pancia Construction / Cleveland, OH	Wisa, Jarney, Elstner / Cleveland	Satchell Engineering / Carlsbad, CA

Qualification reviews and architect interviews (3) were conducted by a panel of Sean McDermott, Chris Kuhar, Andi Kornak, Christopher Lowe and Elizabeth Fowler (Kim Epley represented Liz at interview) on June 10th and June 16th, respectively. Rankings were subsequently determined by the panel. Furthermore, phone discussions were held with HWH on June 30th to better understand their statement of qualifications.



# Re-Connecting Cleveland TIGER Project

- ▲ Water Taxi Station
- TIGER Trails
- Existing Trails
- Existing Bicycle Lanes
- Trails - Funded/Under Construction
- Trails - Proposed
- Project Area



Map 1

**RESOLUTION NO. 16-07-119**

The following vouchers have been reviewed as to legality of expenditure and conformity with the Ohio Revised Code.

Attest: \_\_\_\_\_  
 Chief Financial Officer

BE IT RESOLVED, that the following **Checks** dated July 4, 2016 in the amount of \$7,910.70; and **Checks** dated July 6, 2016 in the amount of \$121,896.59; and **Checks** dated July 13, 2016 in the amount of \$71,124.37; **Checks** dated July 15, 2016 in the amount of \$606,495.33; and **Checks** dated July 28, 2016 in the amount of \$3,031,143.36; and **Net Payroll** dated May 15, 2016 to May 28, 2016 in the amount of \$1,320,255.78; and **Withholding Taxes** in the amount of \$313,768.12; and **Net Payroll** dated May 29, 2016 to June 11, 2016 in the amount of \$1,439,182.74; and **Withholding Taxes** in the amount of \$339,580.25; and **Bank Fees/ADP Fees** in the amount of \$33,952.25; and **“Then and Now Certificates”** including **Visa Purchasing Card** purchases dated June 26, 2016 to July 16, 2016 in the amount of \$300,388.08; and **Visa Travel Card** purchases dated June 26, 2016 to July 16, 2016 in the amount of \$7,139.95; and **Purchases**, including but not limited to purchases of \$1,000.00 or more, as listed on the voucher summary for which certification of funds was not obtained before the purchase, be approved.

PASSED: July 28, 2016

Attest: \_\_\_\_\_  
 President of the Board of Park Commissioners  
 \_\_\_\_\_  
 Chief Executive Officer

**VOUCHER SUMMARY**

	No. of Vendors	No. of Purchases	Average Vendor Amount	Average Purchase Amount	Code
Bid Items	42	337	\$ 1,922,789.02	\$ 45,780.69	C Bid Items
Board Authorized Payments	42	302	\$ 497,717.88	\$ 11,850.43	A Board Authorized Payments
Director Approved Payments	61	263	\$ 326,023.42	\$ 5,344.65	D Director Approved Payments
Telephone-Written Quote Items	18	39	\$ 48,582.75	\$ 2,699.04	P Telephone-Written Quote Items
Telephone Quote Items	57	81	\$ 91,629.55	\$ 1,607.54	T Telephone Quote Items
Utilities	35	222	\$ 139,543.44	\$ 3,986.96	U Utilities
Health Insurance	3	11	\$ 89,136.92	\$ 29,712.31	H Health Insurance
Other Exempt Items	59	66	\$ 695,285.32	\$ 11,784.50	E Other Exempt Items
Non-Bid Items less than \$1,000	86	143	\$ 37,862.05	\$ 440.26	N Non-Bid Items less than \$1,000
Purchases Obtained w/o Cert.	0	0	\$ -	\$ 00.00	S Purchases Obtained w/o Cert.
	<b>403</b>	<b>1464</b>	<b>\$ 3,848,570.35</b>	<b>\$ 9,549.80</b>	<b>\$ 2,628.80</b>

- N - Purchases less than \$1,000 for vendors who do not accept a credit card; purchase order is printed
- T - Telephone quoted items from \$1,000 to \$5,000 (Various vendors of our choice are contacted to provide a verbal quotation on a specific item. A minimum of three phone quotes are observed.)
- P - Telephone quoted items from \$5,001 to \$10,000 (The lowest of three phone quotes must submit a written quote.)
- D - Items from \$10,001 to \$50,000 approved by Chief Executive Officer including Article XII purchases.
- E - Exempt items - (Taxes, assessments, credit card payments and permit fees which require timely payments, employee reimbursements, prisoner housing, court costs, refunds, petty cash, special purchase account, land acquisition expense up to \$5,000 to secure closing transactions and legal obligations of the board.)
- C - A complete descriptive bid specification is developed, advertised for public notice and awarded to the lowest and/or best bidder including Article XII purchases.
- A - Board authorized payments.
- U - Utilities
- H - Health insurance purchase in accordance with our negotiated bargaining agreements and other employee/group insurance premiums.
- S - Purchases obtained without certifications of funds.

**RECOMMENDED ACTION:**

That The Board of Park Commissioners approves **Resolution No. 16-07-119** listed above.