

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

AUGUST 17, 2017

The Board of Park Commissioners met on this date, Thursday, August 17, 2017, 8:00 a.m., at the Board's office, 4101 Fulton Parkway, Cleveland, Ohio.

The roll call showed President Bruce G. Rinker and Vice President Debra K. Berry to be present. Vice President Dan T. Moore was absent from the meeting. 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. 17-08-112: It was moved by Vice President Berry, seconded by President Rinker and carried, to approve the minutes from the Regular Meeting of July 27, 2017, which were previously submitted to the members of the Board, and by them read.

Vote on the motion was as follows:

Ayes: Ms. Berry and Mr. Rinker.

Nays: None.

FINANCIAL REPORT.

Chief Financial Officer, Karen Fegan, presented a Comparative Summary of Revenues & Expenditures 2017 vs. 2016 Year-To-Date, for the Month Ended July 31, Schedule of Accounts Receivable, Encumbrances and Investments Placed, as found on pages **84302** to **84303** and they were filed for audit.

ACTION ITEMS.

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

John N. Krock, Natural Resources Area Manager

John Krock, Jr. has served Cleveland Metroparks for more than 30 years utilizing his knowledge, skills and abilities as a Handyman and a Natural Resources Area Manager. John has implemented natural resources programs to improve the ecological condition and ecosystem services for countless Natural Resource projects such as the long-term Photo Plot Study, protection of key plants like Canada lily, development of the Strongsville Wildlife Area, maintenance of Wood Duck nesting boxes, and management of wetlands and meadows. He has participated extensively in invasive plant and pest species control to benefit native plant and animal species throughout Cleveland Metroparks such as ash treatments, lesser celandine, Phragmites and spotted knapweed control, and garlic mustard pulls, and has been a key and strategic figure in the planning, preparation and success of white-tailed deer population management, Canada geese management, and prescribed fire programs throughout the Park District. John's professionalism, integrity and dedication have been a valued asset to Cleveland Metroparks and the products of his labor have been appreciated and will not be forgotten.

- No. 17-08-113:** It was moved by Vice President Berry, seconded by President Rinker and carried, to recognize John N. Krock for his years of service to Cleveland Metroparks and the greater Cleveland community by adopting the Resolution found on page **84304**.

Vote on the motion was as follows:

Ayes: Ms. Berry and Mr. Rinker.
Nays: None.

- (b) ***Authorization of Land Acquisition: Newman Property, Mill Stream Run Reservation (±4.9 acres)***
(Originating Sources: *Brian M. Zimmerman, Chief Executive Officer/Rosalina M. Fini, Chief Legal & Ethics Officer/Kyle G. Baker, Senior Assistant Legal Counsel/Stephanie Kutsko, Land Protection Manager/Isaac Smith, Conservation Program Manager*)

Since the East Branch of the Rocky River (EBRR) Greenway Study was completed in 2003, the Board has supported several acquisitions to preserve the EBRR corridor. Cleveland Metroparks has the opportunity to acquire an additional ±4.9 acres along the East Branch of the Rocky River in Mill Stream Run Reservation. Bradley H. & Kathleen A. Newman own a ±4.9 acre property located at 16676 Bennett Road in North Royalton (reference map, page **84305**). The acquisition of the Newman Property will preserve the floodplain of the EBRR which harbors a large component of native floodplain species.

ACTION ITEMS (cont.)

The property also contains a number of large sycamore and cottonwood trees. *The Emerald Necklace Centennial Plan, Cleveland Metroparks 2020*, identifies floodplains as a core protection area for Mill Stream Run Reservation. These floodplains act as a natural filter, removing excess sediment and nutrients, improving the ecological health of the EBRR, and providing vital habitat for plants and animals. The acquisition of the Newman Property will continue the protection of this important corridor and associated floodplains.

No. 17-08-114: It was moved by Vice President Berry, seconded by President Rinker and carried, to Board authorize the acquisition of fee simple title of ±4.9 acres as hereinabove described, from Bradley H. & Kathleen A. Newman, for a purchase price of \$190,000 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 & Ethics Officer.

Vote on the motion was as follows:

Ayes: Ms. Berry and Mr. Rinker.

Nays: None.

(c) ***Second Reading and Adoption: Sustainability Policy***
(*Originating Sources: Brian M. Zimmerman, Chief Executive Officer/Rosalina M. Fini, Chief Legal and Ethics Officer/Nancy Hughes, Sustainability Manager/Kristen Trolio/Grants Manager*)

The Board of Park Commissioners of the Cleveland Metropolitan Park District serves as the policy-making authority for the Park District. Pursuant to Article 1, Section 1(a), the “Sustainability Policy” was offered for its first public reading on July 27, 2017.

Achieving sustainability is paramount to fulfilling the Park District’s mission of conservation, education and recreation. Cleveland Metroparks exists because of its ability to sustain quality recreational and educational opportunities for park patrons while conserving integral natural resources. To this end, Cleveland Metroparks updated its Strategic Plan in 2015, continuing its emphasis on sustainability.

Additionally, the Commission for Accreditation of Park and Recreation Agencies (CAPRA) Standard 7.8 states:

ACTION ITEMS (cont.)

The agency shall have an established policy on environmental sustainability that states the agency position on energy and resource conservation. The policy should address sustainable product purchasing; reduction and handling of waste; wise use and protection of land, air, water and wildlife; and sustainable design/construction of buildings and facilities.

Accordingly, the Employee Conservation Opportunities (ECO) Team has drafted a Sustainability Policy “to provide deliberate direction on specific focus areas and planned activities to continually and successfully integrate sustainability into Cleveland Metroparks’ fabric to further enhance the central vision that conservation has played in Cleveland Metroparks’ history and mission.” Focus areas include:

1. Ecological stewardship of land, water, flora and fauna
2. Water quality, conservation & stormwater management,
3. Energy efficiency and conservation,
4. Resource consumption & waste reduction,
5. Education & awareness,
6. Community resurgence, and
7. Trails and Open Spaces

The Sustainability Policy also calls for the development of a Best Practices Guide and Action Plan to achieve the goals set forth in each focus areas. To guide this work, the ECO Team meets quarterly and more often as needed to move projects forward and continually improve our endeavors toward operating more sustainably.

Achieving sustainability is paramount to fulfilling the Park District’s mission of conservation, education and recreation. Cleveland Metroparks exists because of its ability to sustain quality recreational and educational opportunities for park patrons while conserving the natural resources citizens expect from the Park District. This Sustainability Policy is before the Board for its first reading in a public meeting pursuant to Article 1, Section 1(a) of the Board of Park Commissioner By-Laws.

The full Policy is can be found at page **84306** to **84311**.

No. 17-08-115: It was moved by Vice President Berry, seconded by President Rinker and carried, that since the first reading was held on Thursday, July 27, 2017 and today represents the second reading, that the Board adopt the “Sustainability Policy” for implementation.

Vote on the motion was as follows:

Ayes: Ms. Berry and Mr. Rinker.

Nays: None.

ACTION ITEMS (cont.)

- (d) ***Change Order No. 1: Bid No. 6284 - 2017 Asphalt Pavement Improvements***
(Originating Sources: Joseph V. Roszak, Chief Operating Officer/Jim Rodstrom, Director of Construction)

Background

On July 6, 2017, the Board awarded Barbicas Construction Company a contract in the amount of \$807,862.65 for asphalt pavement improvements in Brecksville and Big Creek Reservations. Utilizing funding allocated within the budget, additional areas have been identified in North Chagrin Reservation for asphalt pavement improvements.

Contract and Change Order Summary

Original Bid Awarded July 6, 2017	\$807,862.65
Request for Change Order No. 1	
<u>North Chagrin Reservation – Upper Forty Drive:</u> 2” grind and overlay of 4,229 square yards of existing asphalt pavement	\$71,258.65
<u>North Chagrin Reservation – Strawberry Lane:</u> Profile grind and 1.5” overlay of 737 square yards of existing asphalt pavement, 892 square yards of full-depth asphalt pavement, and 1.5” grind and overlay of 2,899 square yards of existing asphalt pavement	\$86,922.20
Total, Change Order #1	\$158,180.85
Total Revised Contract Including Change Order No. 1	\$966,043.50

The unit costs for this change order work of asphalt pavement repair and full-depth asphalt pavement are comparable to the unit costs in the original awarded contract and comparable to the historic unit costs for similar paving work seen over the past few years.

2017 Budget Codes: 4015001-573002-PA11002
4015402-573002-NC14006

- No. 17-08-116:** It was moved by Vice President Berry, seconded by President Rinker and carried, to approve Change Order No. 1 with Barbicas Construction Company in the amount of \$158,180.85, as described above, resulting in a revised, total contract amount of \$966,043.50; further, that the Board authorize the Chief Executive Officer to execute Change Order No. 1.

Vote on the motion was as follows:

Ayes: Ms. Berry and Mr. Rinker.
Nays: None.

ACTION ITEMS (cont.)

- (e) ***Change Order No. 3 – Contract No. 1409 – Park Wide Demolition Package***
(Originating Sources: Sean E. McDermott, P.E., Chief Planning and Design Officer/
Tammy Oliver, Director of Project Development)

Background:

On May 26, 2017, the Board awarded Bid #6266, to C & J Contracting, Inc. (C&J) for the Park Wide Demolition Package in the amount of \$147,515.00. Since the Board's approval, demolition of the awarded structures has proceeded and is nearing final completion.

Change Order No. 3:

As reported at the Board meeting on July 6, 2017, The Conservation Fund identified a property adjacent to the Acacia Reservation to preserve and donate to Cleveland Metroparks. At that meeting, the Board approved the acquisition of the property, which currently contains a home and detached garage. As a condition of the transfer of land the structures on the property are to be razed. Cleveland Metroparks will incur half the cost of the removal of the structures, with the balance provided by The Conservation Fund.

Change Order No. 3 adds the following item to the scope of work to C&J's contract:

- Demolition of 1811 Richmond Road, Lyndhurst, Ohio 44124, per the contract specifications.

Change Order No. 3, in the amount of \$19,142.00, is preceded by Change Orders No. 1 and 2 which have been billed against established contract allowances. Change Order No. 3 is the first change order to modify the contract sum and following adoption of Change Order No. 3, the new contract sum will be revised to \$166,657.00.

No. 17-08-117: It was moved by Vice President Berry, seconded by President Rinker and carried, to approve Change Order No. 3 with C & J Contracting, Inc. in the lump sum amount of \$19,142.00 as described above, resulting in a revised total contract amount not to exceed \$166,657.00 and further, that the Board authorize the Chief Executive Officer to execute Change Order No. 3.

Vote on the motion was as follows:

Ayes: Ms. Berry and Mr. Rinker.

Nays: None.

ACTION ITEMS (cont.)

- (f) ***Contract Amendment – RFP #6243-B: Red Panda / Snow Leopard Exhibit – Construction Manager at Risk – Construction Guaranteed Maximum Price 2***
(Originating Sources: Sean E. McDermott, P.E., Chief Planning and Design Officer/ Christopher W. Kuhar, Ph.D., Zoo Executive Director/Andy Simons, Project Manager)

Background

On February 16, 2016 the Board awarded a Guaranteed Maximum Price (GMP) Contract to The Albert M. Higley Co. (Higley), for construction manager (at risk) services for construction of the new Red Panda / Snow Leopard Exhibit. The exhibit, currently nearing design completion by Van Auken Akins Architects, LLC (VAA) through a contract approved by the Board on January 6, 2017, envisions a new state of the art exhibit on undeveloped lands at the western edge of the Zoo in Wilderness Trek to the southwest of Grin ‘n’ Bear Eats. Through the plan development process the project moniker has solidified as the “Asian Highlands” and also now includes Amur leopards in addition to snow leopards and red pandas.

At the time of the Board’s award of Higley’s original contract, only the preconstruction stage compensation was fixed at \$20,000. Per the contract, a Guaranteed Maximum Price for construction is then developed and brought back to the Board for approval. Furthermore, like most other major exhibit projects constructed within the Zoo, Cleveland Zoological Society will be providing significant funding for the project, the details of which will be outlined in an agreement under separate cover.

GMP Establishment

At the July 27, 2017 meeting, the Board approved GMP 1 with the Higley which included site development items such as tree clearing, site work, drilled piers, fencing and gates, electrical improvements and allowances for a stone access drive and unsuitable soils. Since that date the final Guaranteed Maximum Price 2 (GMP 2) has been developed. GMP 2 shown herein replaces and adjusts the items originally shown in GMP 1 and includes all formerly outstanding items.

GMP 2 is as follows, and includes items related to the initial commencement of the project and sitework:

BP	Bid Package Description	GMP Value
01	Tree Clearing	\$ 13,056
02	Sitework	\$ 410,328
03	Drilled Piers	\$ 106,080
04	Asphalt Paving	\$ 17,200
05	Landscaping	\$ 126,362
06	Fencing & Gates	\$ 41,514
07	Site & Building Concrete	\$ 366,588
08	Hollow-Core Precast Concrete	\$ 32,742
09	Natural Stone Rockwork	SEE ALLOWANCE
10	Masonry	\$ 464,647
11	Steel Netting Supports	\$ 132,600
12	Containment Netting	\$ 292,230
13	Cagework	\$ 312,636
14	Misc. Metals & Structural Steel	\$ 142,851
15	Carpentry	\$ 442,691
16	Roofing	\$ 160,485
17	Glass & Glazing	\$ 115,148
18	Gypsum Board & Stucco	\$ 42,840
19	Painting	\$ 62,069
20	Fire Suppression	\$ 16,524
21	Plumbing	\$ 80,477
22	HVAC	\$ 275,400
23	Electrical	\$ 340,680
	Allowance: Stone Access Drive	IN BP02
	Allowance: Unsuitable Soils	\$ 50,000
	Allowance: Door G4 at Wolf Cabin	\$ 5,000
	Allowance: Natural Stone Rockwork at Caves	\$ 25,000
	Allowance: Boulders at Exhibit Yards	\$ 5,000
	Allowance: Enrichment Climbing Poles	\$ 16,000
	Allowance: Tree Climbing Structures	\$ 25,000
	Allowance: Temporary Heat	\$ 10,000
	Allowance: Winter Conditions	\$ 25,000
	Allowance: Temporary Stone for Crane Pad	\$ 5,000
COST OF THE WORK:		\$ 4,161,148
	General Conditions & Requirements (10.09%)	\$ 419,860
	Voluntary GC Reduction	\$ (46,863)
	Construction Contingency (3.5%)	\$ 145,640
	Subcontractor Bonds / Default Insurance (1.2%)	\$ 49,934
	CM Fee (3.0%)	\$ 124,834
GUARANTEED MAXIMUM PRICE (GMP2):		\$ 4,854,553

Construction Schedule

Higley's construction schedule anticipates a spring 2018 project delivery, barring any documented unseasonal weather. Site work has already commenced in concert with the former GMP 1 approval and to date has progressed on schedule. Cleveland Metroparks staff will monitor construction progress and provide updates to the Board.

ACTION ITEMS (cont.)

No. 17-08-118: It was moved by Vice President Berry, seconded by President Rinker and carried, to authorize the Chief Executive Officer to amend the Guaranteed Maximum Price (GMP) contract with **The Albert M. Higley Co.**, for construction of the **Red Panda / Snow Leopard Exhibit, Cleveland Metroparks Zoo**, to reflect a new GMP in the amount of **\$4,854,553.00** in addition to the \$20,000.00 already awarded, for a revised contract amount of **\$4,874,553.00**. Form of contract to be approved by the Chief Legal and Ethics Officer.

Vote on the motion was as follows:

Ayes: Ms. Berry and Mr. Rinker.

Nays: None.

(g) ***Amendment to Professional Services Contract #1354: Valley Parkway Connector Trail, Phase I, Brecksville Reservation, Construction Engineer and Construction Inspection Services***

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

Background:

The Valley Parkway Connector Trail, Phase 1 Project is ongoing and is scheduled for substantial completion on September 19, 2017. The Ohio Department of Transportation (ODOT) Local Public Agency (LPA) Agreement required a designated Construction Engineer as a provision to acquire the Federal grant money associated with the project. QCI, Inc. (QCI) was selected from the list of qualification submittals provided under RFQu 6099 (for services under \$50,000.00) as the best qualified to provide said professional services. A request for proposal was issued and a proposal received March 11, 2016. Professional Services Contract #1354 was signed on June 1, 2016, in the amount of \$49,920.00.

The LPA-required position of Construction Inspector, who reports to the Construction Engineer, was provided by a Cleveland Metroparks employee with a Project Manager title. A period of the project required additional support from QCI and as of this date their contract is nearing its maximum. A proposal was solicited from QCI to provide a Construction Inspector for the remainder of the project, if necessary. The proposal was received on July 5, 2017, for a maximum additional cost of \$35,980.00, for a total, maximum, not to exceed contract amount of \$85,900.00. Although it is unlikely that the entirety of the \$35,980.00 will be expended, the noted additional cost reflects the maximum required to complete the project to the substantial completion date. If additional support from QCI is not needed the costs related to the QCI supplied Construction Inspector will be reduced.

ACTION ITEMS (cont.)

No. 17-08-119: It was moved by Vice President Berry, seconded by President Rinker and carried, to authorize the Chief Executive Officer to enter to approve Amendment No.1, with **QCI, Inc.**, to Professional Service Contract #1354, Construction Engineer and Construction Inspection Services, Valley Parkway Connector Trail, Phase 1, Brecksville Reservation, in the amount of \$35,980.00 for a total not-to-exceed amount of **\$85,900.00**. Form of contract amendment to be approved by the Chief Legal and Ethics Officer, pursuant a proposal dated July 5, 2017.

Vote on the motion was as follows:

Ayes: Ms. Berry and Mr. Rinker.

Nays: None.

- (h) ***Award of RFQu #6271 – Hinckley Lake Dam Modifications – Professional Design Services***
(*Originating Sources: Sean E. McDermott, P.E., Chief Planning and Design Officer, John Kilgore, P.E., Manager of Facilities Engineering*)

Background:

On May 3, 2017 Cleveland Metroparks issued a Request for Qualifications (RFQu No. 6271) for professional design services and invited qualified design professionals to submit their qualifications relative to the study and design of the Hinckley Lake Dam (Hinckley Dam) modifications. Hinckley Dam, originally constructed in 1928 on the east branch of the Rocky River, creates Hinckley Lake, the centerpiece of the Hinckley Reservation. Hinckley Reservation, which comprises of 2,953 acres, is mostly contained within Hinckley Township in Medina County. Hinckley Lake, which has been partially impeded by sedimentation and siltation, now covers 90 acres and provides recreational opportunities.

Hinckley Dam consists of 150 ft. wide concrete principal spillway with earthen embankments flanking each side of the spillway for a total dam length of 900 ft. A popular swimming beach is located downstream of the plunge pool which is created by a separate low head dam. Hinckley Dam is regulated by the Ohio Department of Natural Resources (ODNR) who has classified the impoundment as a Class I dam. A workshop was held with the Board on May 26, 2017, followed by an information item on June 15, 2017, during which time the results of past ODNR inspections of Hinckley Dam and potential modifications to Hinckley Dam were presented and discussed.

ACTION ITEMS (cont.)

With the options of improvements and modifications of Hinckley Dam now narrowed, a professional design services contract is needed with a qualified firm to finalize concepts and perform the necessary due diligence and preliminary design report.

RFQ Response and Analysis:

Six (6) firms interested in providing such services responded to RFQ No. 6271. Qualifications were reviewed by a review panel of Cleveland Metroparks staff, including Sean McDermott, John Kilgore and Tammy Oliver. Following an interview of three (3) of the firms, and pursuant to Ohio Revised Code section 153.69 the top three (3) firms were ranked in order of most qualified. Michael Baker International, Inc. (“Baker”) has been identified as the most qualified. Baker’s team includes CTL Engineering, Inc. who will perform the geotechnical exploration for the project. Baker’s recent history of work includes extensive experience with dam retrofit and modifications, including eight (8) projects performed directly for ODNR. Following the top ranking of Baker, a proposal for the desired due diligence and engineering services was requested.

**Hinckley Lake Dam Modifications
Design Firm Respondents
RFQ No. 6271**

Firm		Ranking
AECOM		
DLZ		
Michael Baker	*	1
Rizzo Associates	*	3
Stantec		
Tetra Tech	*	2

* Interviewed

Proposal Analysis:

A proposal was requested from Baker to perform the necessary due diligence required by ODNR and perform preliminary design, which will result in a preliminary design report. Following development of the report, and in teaming with the selected construction manager at risk, final cost estimates will be prepared prior to the preparation of final construction documents and permitting of such. The tasks associated with the current scope are as follows:

Task No.	Name	Subtotal
1	Information Review and Field Inspection	\$12,832
2	Hydrologic and Hydraulic Analysis	\$14,924
3	Geotechnical Investigation	\$76,031
4	Topographic Survey	\$14,384
5	Permitting Investigation	\$5,448
6	Meetings and Coordination	\$14,808
7	Design Evaluation	\$29,928
8	Preliminary Design Report	\$57,958
	Total	\$226,313

Following the completion of the preliminary design report a proposal will be requested from Baker and brought back to the Board related to preparation of the final construction documents, permitting and construction administration.

ACTION ITEMS (cont.)

No. 17-08-120: It was moved by Vice President Berry, seconded by President Rinker and carried, to authorize the Chief Executive Officer to enter into a contract with **Michael Baker International, Inc.** as the most qualified firm for **RFQu #6271 – Hinckley Lake Dam Modifications, Hinckley Reservation**, for the not-to-exceed amount of **\$226,313.00** for the preliminary design as outlined above in a form acceptable to the Chief Legal and Ethics Officer, pursuant a proposal dated August 4, 2017.

Vote on the motion was as follows:

Ayes: Ms. Berry and Mr. Rinker.

Nays: None.

- (i) ***Award of RFP #6260-B: Hinckley Lake Dam Modifications – Construction Manager at Risk***
(Originating Sources: Sean E. McDermott, P.E., Chief Planning and Design Officer)

Background:

On March 8, 2017 Cleveland Metroparks issued an RFQ for construction management firms to submit qualifications to act as the construction manager at risk for proposed modifications to the Hinckley Lake Dam (Hinckley Dam). Hinckley Dam, originally constructed in 1928 on the east branch of the Rocky River, creates Hinckley Lake, the centerpiece of the Hinckley Reservation. Hinckley Reservation, which comprises of 2,953 acres, is mostly contained within Hinckley Township in Medina County. Hinckley Lake, which has been partially impeded by sedimentation and siltation, now covers 90 acres and provides recreational opportunities.

Hinckley Dam consists of 150 ft. wide concrete principal spillway with earthen embankments flanking each side of the spillway for a total dam length of 900 ft. A popular swimming beach is located downstream of the plunge pool which is created by a separate low head dam. Hinckley Dam is regulated by the Ohio Department of Natural Resources (ODNR) who has classified the impoundment as a Class I Dam.

The construction manager at risk will assist in the pricing of concepts and development of construction means and methods of potential modifications to Hinckley Dam, including but not limited to the use of roller compacted concrete to armor the existing earthen embankments, replacement of the spillway, rehabilitation of the spillway, beach and low head dam replacement and lake dredging.

<i>Hinckley Lake Dam Modifications</i> RFP #6260-b	
Construction Manager	Short List
Beaver Excavating	X
Great Lakes Construction	X
Haynes Construction	
Nerone & Sons	
The Ruhlin Company	X
Schirmer Construction	
Workman Industrial Services	

ACTION ITEMS (cont.)

Modifications to the dam structure also bring opportunity to drain Hinckley Lake and combine dredging / siltation removal operations during which time Hinckley Lake is drawn down. The selected construction manager may be requested to also perform the dredging / siltation removal operations.

The RFQ yielded 7 responding construction management firms. The firm's statements of qualifications were reviewed by a review panel of Cleveland Metroparks staff, including Sean McDermott, Jim Rodstrom, John Kilgore, Amanda Creque and Bob Burichin. The review panel determined a short list of three firms and proposals were requested from each. Proposals from each short listed construction management firm were then received and reviewed by the project review panel. Interviews were held with each short listed firm following the submittal of their respective proposal. The firms were then ranked in compliance with the Ohio Revised Code ("ORC"). As permitted by the ORC, both the qualifications of the firm and portions of their proposed price (further described below) are blended to produce a "best value" score. At Cleveland Metroparks election, qualifications are weighted at 65% and price at 35%. Below is a listing of the four short listed construction managers, and their correlating "best value" score.

RFP #6260-B Results:

Ranking	Construction Management Firm	Price (sum)	(1) Price Component	(2) Qualifications Component	(1)+(2) Best Value Score
1	Great Lakes Construction Co.	\$756,600	21.2	63.7	84.9
2	Beaver Excavating Co.	\$543,000	35.0	48.8	83.8
3	The Ruhlin Company	\$908,460	11.4	48.8	60.2

The price reflected in the above table includes the preconstruction services fee, the preconstruction expenses, estimated general conditions costs (based on percentage of construction cost shown in the table below), and the construction manager fee (based on percentage of construction cost shown in the table below). Once construction documents are nearing finalization, staff will return to the Board to set a Guaranteed Maximum Price (GMP), at which time, inclusive of construction costs, the general conditions costs, and the construction manager fee will be finalized. Upon the negotiation of a contract with the recommended construction management firm, The Great Lakes Construction Co., the preconstruction services fee and preconstruction stage expenses were established at \$42,600.00.

The construction manager at risk delivery model for a site/civil project such as the Hinckley Dam modifications provides a great benefit to the Cleveland Metroparks as the selected construction manager may also "self-perform" the majority of the construction work. All three short listed firms, if selected, would be expected to self-perform 95%-98% of the work on the project. Therefore, an important aspect of the self-performance of work is the proposed overhead and profit markup on such work by the selected firm.

ACTION ITEMS (cont.)

This markup is not included in the price component of the table shown above, but is provided in the table below for comparison purposes and considered in the scoring of the individual qualification scores of the short listed contractors. The overhead and markup on self-performed work is not reflected in the project cost until such time as a GMP is brought forward to the Board.

Hinckley Dam RFP# 6260-b***RFP Comparisons****

	Beaver Excavating Co.		The Great Lakes Construction Co.		The Ruhlin Company	
Preconstruction	<i>lump</i>	\$93,000	<i>lump</i>	\$42,600	<i>lump</i>	\$128,460
General Conditions*	6.00%	\$360,000	8.00%	\$480,000	9.00%	\$540,000
CMR Fee*	1.50%	\$90,000	3.90%	\$234,000	4.00%	\$240,000
Total		\$543,000		\$756,600		\$908,460
<i>Self-Performed Work Overhead and Profit Markup to be Included In GMP**</i>						
Low Markup Threshold		10.00%		6.10%		8.00%
High Markup Threshold		12.00%		6.10%		15.00%

* Based on a Cost of Work of \$6,000,000

** Consideration of self-performed work OH&P is reflected in the respective short listed firm's qualification scores and not reflected in the price total above

RFP Analysis:

Staff recommends that the construction manager at risk contract be negotiated and awarded to **The Great Lakes Construction Co.**, of Hinckley, Ohio (Great Lakes). Great Lakes has been in business for sixty nine (69) years and has extensive site civil construction management at risk and general contracting experience in Ohio and the greater Midwest. Great Lakes knowledge of the project was well demonstrated in the interview process, and their project team and goals align with Cleveland Metroparks staff. Their understanding of the project, approach and methodology will prove valuable in the execution of the Hinckley Dam modifications. Great Lake's experience with similar and complimentary projects, including the Pine Lake Dam, Shenango Dam, Salt Fork Dam and Willow Lake Dam along with the competitive price associated with their services, establishes their team as the "best value" when ranked against the other short listed construction management firms. Great Lakes has performed positively for the Park District in the past, including the construction of the Towpath Trail cable stay structures over Canal and Granger roads. Furthermore, Great Lakes has performed positively as a partner on the long-running Lakefront West project, which has direct impact on Edgewater Park.

Notwithstanding the above, both the Beaver and Ruhlin teams carry impressive qualifications and capabilities and the Park District is appreciative of their desire to team on the Hinckley Dam modifications.

ACTION ITEMS (cont.)**No. 17-08-121:**

It was moved by Vice President Berry, seconded by President Rinker and carried, to authorize the Chief Executive Officer to enter into a Guaranteed Maximum Price (GMP) contract with **The Great Lakes Construction Co.**, being ranked as the “best value” for RFP#6260-b, the **Hinckley Lake Dam Modifications, Hinckley Reservation**, inclusive of \$42,600.00 for preconstruction stage and preconstruction services fee compensation. In the event that a GMP contract cannot be negotiated with the construction manager, a contract would then be negotiated, per Ohio Revised Code, with the next ranked construction manager, who the Board, in its discretion, has reflected in the minutes as being the next ranked construction manager. Form of contract(s) to be approved by the Chief Legal and Ethics Officer.

Vote on the motion was as follows:

Ayes: Ms. Berry and Mr. Rinker.

Nays: None.

AWARD OF BIDS:**No. 17-08-122:**

It was moved by Vice President Berry, seconded by President Rinker and carried, to authorize the following bid awards:

- (a) **Commodities Usage Report**
 - **Ohio/GSA Co-Op #6096:** **Wireless Voice and Data Services** (see page **84291**);
- (b) **Bid #6285:** **2017 Pavement Markings** (see page **84292**);
- (c) **Bid #6289:** **Whiskey Island Fire Suppression and ADA Docks – Lakefront Reservation;** (see page **84293**) and
- (d) **Sole Source #6292/ Bid #6293:** **RainBird Irrigation Control System and Various Materials** (see page **84295**).

Vote on the motion was as follows:

Ayes: Ms. Berry and Mr. Rinker.

Nays: None.

AWARD OF BIDS (cont.):

COMMODITIES USAGE REPORT - *“In the event the original estimate exceeds 90% consumption, an action item will be presented to the Board.”*

OHIO/GSA CO-OP #6096SUMMARY: **WIRELESS VOICE AND DATA SERVICES
for a two-year period beginning July 1, 2015
through June 30, 2017**

ORIGINAL ESTIMATE \$230,000.00

(90% = \$207,000.00)

The estimated encumbrance was based upon an (estimated) two (2) year spend of wireless phone service throughout the Park District. Over the last two years the number of iPads and iPhones increased. Since each device includes a voice and/or data plan, overall usage ultimately increased. The requested commodity adjustment pays current invoices and anticipates remaining invoices dated up to June 30, 2017.

ORIGINAL AWARD (May 28, 2015)	\$230,000.00
Additional Consumption/Final “Close-out” Estimate	<u>34,000.00</u>
REVISED TOTAL AWARD:	\$264,000.00

RECOMMENDED ACTION:

That the CEO amend Resolution No. 15-05-096 to accommodate usage in excess of the original estimate as follows:

No. 15-05-096: It was moved by Vice President Rinker, seconded by Vice President Berry and carried, to authorize the award wireless voice and data service to **Verizon Select Services, Inc.**, at the terms and rates indicated in the Ohio DAS Office of Information Technology (OIT) and GSA Contract Number GS-35F-0119P agreement and on file in the Director of Procurement’s Office, beginning July 1, 2015 and extending through June 30, 2017, at a cost **not to exceed ~~\$230,000.00~~ \$264,000.00** over a two year period, in full utilization of the Ohio DAS Office of Information Technology (OIT) and GSA Contract Number GS-35F-0119P.

Vote on the motion was as follows:

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

(See Approval of this Item by Resolution No. 17-08-122 on Page 84290)

AWARD OF BIDS (cont.):**BID #6285 SUMMARY: 2017 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 2017 pavement marking bid scope of work includes centerline, edgeline, crosswalk, stop bar, turn arrow markings, and bicycle sharrows on 28.70 miles of various sections of parkway in Bedford, Big Creek, Euclid Creek, Mill Stream Run, Ohio and Erie Canal, and Rocky River Reservations as well as Cleveland Metroparks Zoo.

Bids were received on July 31, 2017 and are tabulated below:

BID #6285 - 2017 PAVEMENT MARKINGS	
<u>Bidder Name</u>	<u>Base Bid</u>
J.D. Striping and Services, Inc.	\$81,537.40
Dura Mark Inc.	\$93,333.00
Oglesby Construction Inc.	\$92,754.00
Engineer's Estimate	\$99,500.00

Staff recommends awarding the **lump sum bid** to the lowest and best bidder, **J.D. Striping and Services, Inc.** J.D. Striping and Services, Inc. successfully completed the pavement markings contract for Cleveland Metroparks in 2015, and have also performed similar work for other Cuyahoga County public entities including the City of Brecksville, the City of Middleburg Heights, and the City of North Royalton. They have been in business for over 15 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.

2017 Budget Code: 4015001-573002-PA97109

RECOMMENDED ACTION:

That the Board authorize the Chief Executive Officer to enter into a contract with **J.D. Striping and Services, Inc.** as the lowest and best bidder for Bid #6285, 2017 Pavement Markings for **the lump sum amount of \$81,537.40**. 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. 17-08-122 on Page 84290)

AWARD OF BIDS (cont.):**BID #6289 SUMMARY: **WHISKEY ISLAND FIRE SUPPRESSION AND ADA DOCKS – LAKEFRONT RESERVATION****

(Originating Sources: Sean E. McDermott, P.E., Chief Planning and Design Officer/Tammy Oliver, Director of Project Development)

Background:

Cleveland Metroparks assumed control of Wendy Park and Whiskey Island Marina in December of 2014. Prior to the acquisition the docking system at Whiskey Island Marina was reconstructed as a result of the damage from Superstorm Sandy in 2012. The majority of the cost associated with the original marina reconstruction in 2013 was born by the Federal Emergency Management Agency (FEMA) in conjunction with Cuyahoga County and the Ohio Emergency Management Agency (OEMA). At the time of the reconstruction fire suppression and ADA compliant docks were not integrated into the scope of the project.

Since acquisition of Wendy Park and Whiskey Island Marina Cleveland Metroparks has been appealing to FEMA, in partnership with Cuyahoga County, for the project to be revisited and the necessary fire suppression and ADA improvements integrated. FEMA has recently notified Cleveland Metroparks of the successful appeal and details of the arrangement are being finalized.

In anticipation of performing the work, criteria plans were developed to allow for a hard bid of design-build improvements at the marina. Cleveland Metroparks staff prepared the criteria plans and the plans released for competitive bid on June 26, 2017. Due to the complication of retrofitting an existing floating dock system to meet current fire code regulations, a variance to the strict standard requiring an area for fire apparatus storage (emergency operations staging areas) will be sought. In the event that the variance is not secured, the price to construct the off-line staging areas has been provided by the bidder (see Base Bid 3 in the table below).

Bid Results:

On July 18, 2017 the following sealed bids were received for Bid #6289 – Whiskey Island Fire Suppression and ADA Docks, Lakefront Reservation. One bid was received for the work:

BID #6289**Whiskey Island Marina Fire Suppression and ADA Docks, Lakefront Reservation**

Bid Items	Nerone & Sons, Inc.
Base Bid 1 - Design Services	\$ 25,000
Base Bid 2 - Fire Suppression Construction	\$ 236,000
Base Bid 3 - Emergency Operations Staging Areas Additional Dockage	\$ 51,000
Base Bid 4 - Emergency Operations Staging Areas with Variance	\$ 25,000
Base Bid 5 - Short Dock "D" ADA Access Improvements	\$ 140,000
<i>Base Bid 1-5 Total</i>	<i>\$ 477,000</i>

Engineer's Estimate - \$494,800

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

Following the receipt of the bid, staff performed a review and recommends the acceptance and award of Base Bids 1 through 5 for Whiskey Island Fire Suppression and ADA Docks, Lakefront Reservation to Nerone & Sons, Inc. of Warrensville Heights, Ohio (Nerone). It is staff's intent, as described above, to instruct the contractor to apply for an emergency operations staging area variance, and if awarded, will non-perform Base Bid 3. Nerone is a well-established construction and general contractor in Northeast Ohio and has previously performed positively for Cleveland Metroparks in the Lakefront Reservation, specifically on comparable improvements at E. 55th Marina. Construction is expected to commence as permits are secured and as marina operations near end of the season in 2017 and carry through the winter into early 2018.

RECOMMENDED ACTION:

That the Board authorize the Chief Executive Officer to enter into a contract with **Nerone & Sons, Inc.** as the lowest and best bidder for **Bid #6289 – Whiskey Island Marina Fire Suppression and ADA Docks, Lakefront Reservation**, Base Bids 1 through 5, in the lump sum amount of \$477,000.00, as long as OEMA and FEMA are satisfied with the utilized procurement process. Form of the contract to be approved by the Chief Legal and Ethics Officer.

(See Approval of this Item by Resolution No. 17-08-122 on Page 84290)

AWARD OF BIDS (cont.):**SOLE SOURCE #6292
and BID #6293 SUMMARY:**

RAINBIRD IRRIGATION CONTROL SYSTEM AND VARIOUS MATERIALS (HDPE pipe, fittings, valves, etc.) for Phase 3 of the Irrigation System at Cleveland Metroparks Seneca Golf Course or Approved Equal

Background

In 2015 and 2016, the Board of Park Commissioners authorized the purchase of various RainBird irrigation components to be installed at Seneca Golf Course for Phase 1 and Phase 2 of a total system. The following represents Phase 3 and includes the supply of additional RainBird sprinkler heads, controls and various fittings to stay aligned and consistent with the previous Phase 1 and Phase 2 installation.

Cleveland Metroparks has already designated (through previous Phase 1 and Phase 2 Actions) Wolf Creek Company as a sole source for RainBird sprinkler heads. The results from Bid #6293 also positions Wolf Creek Company as the recommended (lowest and best) vendor for the purchase of various non-contract materials (HDPE pipe, wire, fittings, valves, etc.) as noted in the chart below. Items related to the RainBird equipment have been secured through letter and quote and are maintained in the Procurement Office.

2017 Budget Code: 4031803-8G12001-572004

Results as follows:

<u>Vendor (Sole Source #6292)</u>	<u>Description</u>	<u>Total Cost</u>
Wolf Creek Company	Rainbird Sprinkler heads, controls, wire, fittings, etc.	\$ 107,538.97
<u>Bidder (Bid #6293)</u>	<u>Description</u>	<u>Base Bid</u>
Wolf Creek Company	HDPE pipe, fittings, valves, wire, etc.	\$118,855.50
Century Equipment	HDPE pipe, fittings, valves, wire, etc.	\$133,517.91
*HD Supply Waterworks	HDPE pipe, fittings, valves, wire, etc.	\$133,674.04
Consolidated Electrical Distributors, Inc.	Wire only	\$13,475.00
	Total combined award	\$226,394.47

*Denotes alternative bid

Cleveland Metroparks Executive Director of Golf Operations validated the recommendation above, specifically for RainBird Nimbus II Central with IC Rotors Irrigation Control System with Freedom radio control; including a five (5) year warranty of rotors from Wolf Creek Company as well as Bid #6293 to Wolf Creek Company for the purchase of various non-contract materials.

RECOMMENDED ACTION:

That the Board approve both **Sole Source #6292 and Bid #6293 to Wolf Creek Company** as presented above, for combined award of **\$226,394.47**, for retrofitting the irrigation system to be installed at Seneca Golf Course for Phase 3 of the project. In the event this vendor cannot satisfy the bid, the award will be given to the next 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. In the event the log of consumption approaches 90 percent of the estimate, an action item will presented to the Board requesting an increase.

(See Approval of this Item by Resolution No. 17-08-122 on Page 84290)

SERVICES (\$10,000 - \$50,000) ACQUIRED
SINCE LAST BOARD MEETING (Presented 08/17/17)

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>
Ohio raised and made beef product to be served at Edgewater Concessions.	Blue Ribbon Meats	\$14,000.00	(7)
Rifles for Natural Resources Department (culling).	Short Action Customs, Inc.	\$12,540.00	(3)
Bait tank for Emerald Necklace Marina.	Frigid Units, Inc.	\$14,140.00	(7)
Additional T-shirts (bulk) short sleeve for screen-print and resale.	717 Screenprinting	\$12,172.68 <u>3,003.39</u> \$15,176.07	(7)
HVAC revisions, additional painting and carpentry trim replacement for Zoo Australian Adventure Lorikeet Aviary Guest Services Conversion per quote number 2017-08	SRK Enterprises, Inc.	\$42,675.00 <u>3,124.00</u> \$45,799.00	(7)
Memory upgrades for Dell Blade Servers	Dell	\$10,458.88	(2)
Various small wares for Zoo Stillwater Place	Hubert	\$19,825.75	(7)
Various ADA picnic tables and chairs for Zoo	Max-R, a division of The Prestwick Group	\$23,920.75	(7)

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

<u>REF. NO. / ITEM – SERVICE</u>	<u>VENDOR</u>	<u>COST</u>	<u>PROCEDURE</u>
Custom fiber optic cabling.	AT&T	\$13,987.95	(3)
UPS for Ranger Data System.	Logicalis, Inc.	\$11,659.67	(7)
OARnet Internet services for all of Cleveland Metroparks locations.	Ohio State University	\$12,480.00	(3)
West Creek topological map.	GIGMACRO Four Chambers Studio	\$31,250.00	(7)
Taking existing maps from Clevelandmetroparks.com to the new Cleveland Metroparks App.	Substrate Websoft, LLC	\$19,580.00	(3)
Additional electrical and mechanical costs related to the future bathroom building at Brecksville Nature Center.	PTA Engineering, Inc.	\$ 9,200.00 <u>8,500.00</u> \$17,700.00	(7)

===== 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 OR AMENDMENTS TO
PROFESSIONAL SERVICE CONTRACTS (08/17/17)**

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:

<u>Contract</u>	<u>Item/Service</u>	<u>Vendor</u>	<u>Change Order or Amendment</u>
<p><i>There are no construction change orders or amendments to include in this report.</i></p>			

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 **84290** through **84295**; \$10,000 to \$50,000 purchased items/services report, pages **84296** through **84297**; and construction change orders, page **84298**.

APPROVAL OF VOUCHERS AND PAYROLL.

No. 17-08-111: It was moved by Vice President Berry, seconded by President Rinker and carried, to approve payroll and vouchers, employee withholding taxes, and ADP payroll, as identified on pages **84312** to **84466**.

Vote on the motion was as follows:

Ayes: Ms. Berry and Mr. Rinker.

Nays: None.

PUBLIC COMMENTS.

Ms. Marty Leshar of Olmsted Township read from a prepared statement. Mr. Rob Thompson of Lakewood was also present and offered comments. Ms. Leshar's and Mr. Thompson's comments can be heard in their entirety by accessing the "About" section of Cleveland Metroparks website at <https://clevelandmetroparks.com/about/cleveland-metroparks-organization/boards-of-park-commissioners>.

INFORMATION/BRIEFING ITEMS/POLICY.

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

Kelly D. VanBooven, Zoo Education Specialist

Kelly VanBooven is an Education Specialist at Cleveland Metroparks Zoo. Before joining the Zoo team in July 2016, Kelly worked as a Volunteer Coordinator for the Lee & Rose Warner Nature Center in Marine on St. Croix, Minnesota where she was responsible for the supervision of over 100 volunteers. Prior to that position, she worked as an Overnight Program Supervisor and Scout Coordinator for Zoo Atlanta supervising a staff of 30 instructors while managing program budgets and overseeing overnight and scout programs. From 2008 to 2012 Kelly was employed by Racine Zoological Garden in Racine, Wisconsin holding positions of Conservation Education Specialist and interim Curator of Conservation Education. Kelly holds a Bachelor of Science in Biology from Northland College in Ashland, Wisconsin.

INFORMATION/BRIEFING ITEMS/POLICY (cont.)

- b. ***Centennial Moment: Amusement Parks in Cleveland Metroparks***
(Originating Sources: Joseph V. Roszak, Chief Operating Officer/Wendy Weirich, Director of Outdoor Experiences)

Several local amusement parks once existed on land now in Cleveland Metroparks. From the well-known Euclid Beach and Puritas Springs to the more obscure Scenic Park and Forest City, Cleveland Metroparks Historian, Judy MacKeigan, shared some stories and images of these once popular amusement parks.

DATE OF NEXT MEETING.

The next Regular Meeting of the Board of Park Commissioners was scheduled by the Board for Thursday, September 7, 2017, 8:00 a.m. at the Board's office, 4101 Fulton Parkway, Cleveland, Ohio.

EXECUTIVE SESSION.

No. 17-08-123: At 8:52 a.m., upon motion by Vice President Berry, seconded by President Rinker and carried, the meeting adjourned to an Executive Session for the purpose of discussing a Personnel Matter (Employment), as stated by Chief Legal and Ethics Officer, Rose Fini.

Vote on the motion was as follows:

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

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

ADJOURNMENT.

No. 17-08-124:

There being no further matters to come before the Board, upon motion by Vice President Berry, seconded by President Rinker, and carried, President Rinker adjourned the meeting at 10:48 a.m.

Vote on the motion was as follows:

Ayes: Ms. Berry and Mr. Rinker.

Nays: None.

President.

Attest:

Secretary.

CLEVELAND METROPARKS**Comparative Summary of Revenues and Expenditures**

July 2017

	2017 Annual Budget	2017 Prorated Budget	2017 Y-T-D Actual	Y-T-D Actual Compared to Prorated Budget
Revenues:				
Property Tax	\$ 74,225,000	\$ 60,123,812	\$ 50,793,753	\$ (9,330,059)
Local Governmental, Donations, Gifts & Grants	20,976,183	13,867,600	4,179,937	(9,687,663)
Interest Income	225,000	115,334	123,405	8,071
Charges for Services	26,025,411	16,257,003	15,372,939	(884,064)
Damages & Fines	132,415	77,242	48,291	(28,951)
Self Funded	10,411,000	6,590,448	4,953,864	(1,636,584)
Total Revenues	131,995,009	97,031,439	75,472,189	(21,559,250)
Expenditures:				
Operating:				
Salaries & Fringe Benefits	65,496,797	37,724,844	36,772,974	951,870
Contractual Services	3,200,827	1,819,533	2,733,307	(913,774)
Self-Funded	10,081,818	6,437,701	3,337,856	3,099,845
Operations	23,541,694	13,382,447	10,862,345	2,520,102
Total Operating Expenditures	102,321,136	59,364,526	53,706,482	5,658,044
Operating Results	\$ 29,673,873	\$ 37,666,913	\$ 21,765,707	\$ (15,901,206)
Capital:				
Capital Material	5,415,965	3,206,843	1,056,625	2,150,218
Capital Contracts	27,114,338	13,841,965	3,916,185	9,925,780
Capital Equipment	2,339,854	1,320,005	1,302,722	17,283
Animal Acquisition	75,000	50,278	19,797	30,481
Land Acquisition	1,446,500	923,656.26	620,028	303,628
Total Capital Expenditures	\$ 36,391,657	\$ 19,342,746	\$ 6,915,357	\$ 12,427,389

**CLEVELAND METROPARKS
ACCOUNTS RECEIVABLE AND INVESTMENTS SCHEDULES
FOR THE MONTH ENDED JULY 31, 2017**

ACCOUNTS RECEIVABLE

Current	Past Due			Total
	30 Days	60 Days	90 Days	
\$681,508	\$378,730	\$565,894	\$51,007	\$1,677,139

RANGER/COURT FINES RECEIVABLE

Total
\$38,333

INVESTMENTS

Date Placed	Bank	Description	Days of Duration	Rate	Date of Maturity	Interest Earned	EOM Balance
06/30/17	PNC Bank	Money Market (A)	31	0.25%	07/31/17	\$2,736	\$13,921,362
06/30/17	Fifth Third Securities	Money Market (B)	31	0.86%	07/31/17	\$376	\$605,011
Various	Fifth Third Securities	Certificates of Deposit (C)	31	Various	Various	\$1,673	\$4,000,000
06/30/17	STAR Ohio	State pool (D)	31	1.13%	07/31/17	\$6,784	\$7,104,272
06/30/17	STAR Plus	State pool (F)	31	0.85%	07/31/17	\$1,558	\$2,159,097

(A) Government Performance Money Market Account.

Investment balance ranged from \$9,918,625 to \$13,921,362 in July.

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

Investment balance varied between \$602,963 to \$605,011 in July.

(C) Brokered Certificates of Deposit.

Maturities range from 09/05/17 through 10/07/19 at rates from 0.65% to 1.40%.

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

Investment balance ranged from \$7,097,488 to \$7,104,272 in July.

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

Investment balance ranged from \$2,157,539 to \$2,159,097 in July.

**RESOLUTION
RECOGNIZING THE
RETIREMENT OF
JOHN N. KROCK, JR.**

WHEREAS, *John N. Krock, Jr. has served Cleveland Metroparks for more than 30 years; and,*

WHEREAS, *John N. Krock, Jr. has devoted these years of service utilizing his knowledge, skills and abilities as a Handyperson and a Natural Resources Area Manager; and,*

WHEREAS, *John N. Krock, Jr. has implemented natural resources programs to improve the ecological condition and ecosystem services for countless Natural Resource projects such as the long-term Photo Plot Study, protection of key plants like Canada lily, development of the Strongsville Wildlife Area, maintenance of Wood Duck nesting boxes, and management of wetlands and meadows; and,*

WHEREAS, *John N. Krock, Jr. has participated extensively in invasive plant and pest species control to benefit native plant and animal species throughout Cleveland Metroparks such as ash treatments, lesser celandine, Phragmites and spotted knapweed control, and garlic mustard pulls; and,*

WHEREAS, *John N. Krock, Jr. has been a key and strategic figure in the planning, preparation and success of white-tailed deer population management, Canada geese management, and prescribed fire programs throughout the Park District; and,*

WHEREAS, *John N. Krock, Jr., has provided inspiration, work direction, and mentoring to colleagues, seasonal staff, and Eagle Scouts, and has selflessly assisted them in developing their own careers, skills and knowledge of the natural resource management processes and techniques; and,*

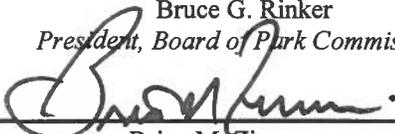
WHEREAS, *John N. Krock, Jr. has demonstrated a spirit of cooperation and maintained exceptional working relationships with other Park District staff, volunteer groups, Camp Cheerful, the Ohio Division of Wildlife, and numerous outside agencies; and,*

WHEREAS, *John N. Krock, Jr.'s professionalism, integrity and dedication has been a valued asset to Cleveland Metroparks. The products of his 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 John N. Krock, Jr. for his years of service and dedication in serving the citizens of Greater Cleveland.*



Bruce G. Rinker
President, Board of Park Commissioners

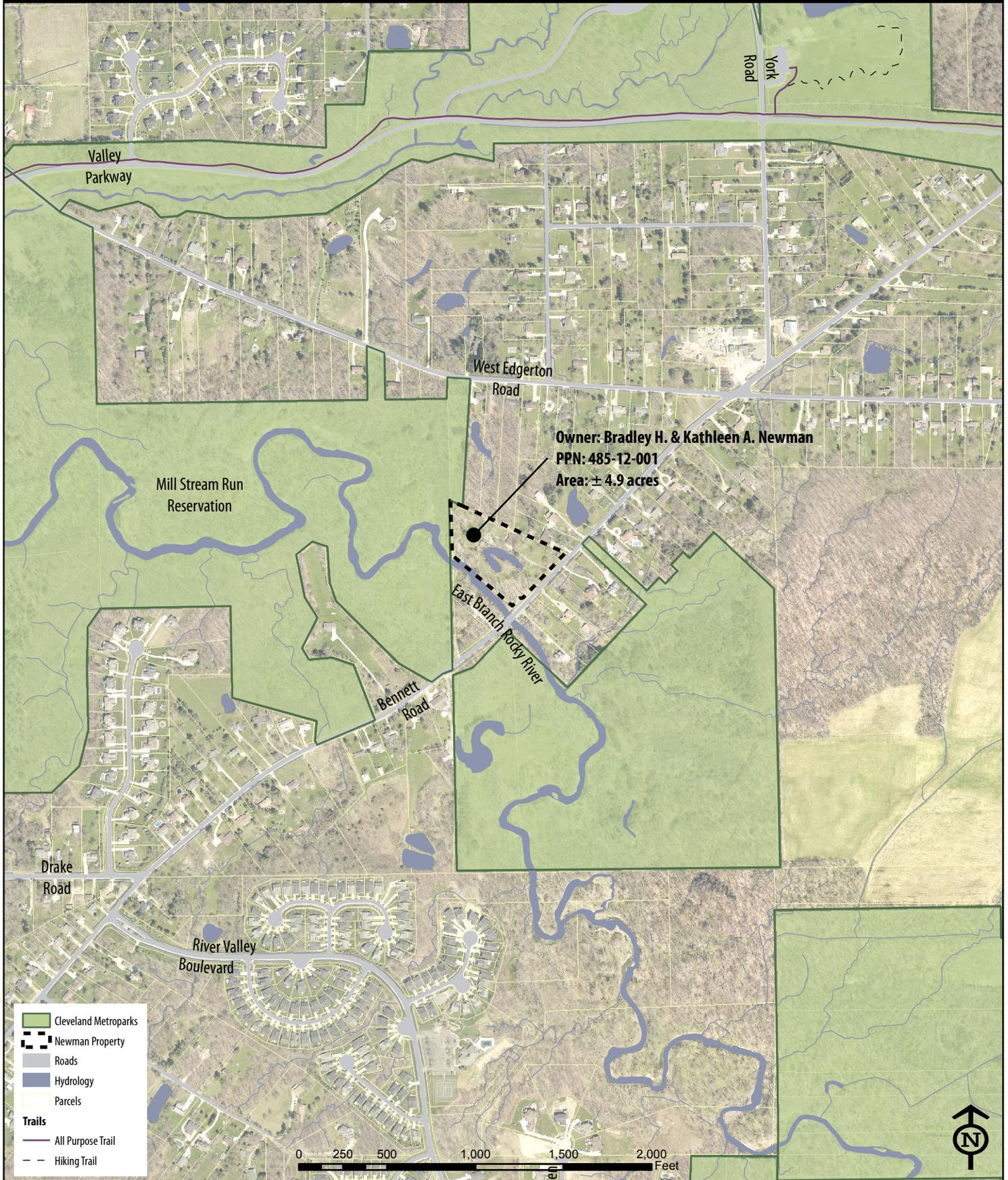


Brian M. Zimmerman
Executive Director-Secretary



Mill Stream Run Reservation

Newman Property - North Royalton



**BOARD OF PARK COMMISSIONERS OF THE
CLEVELAND METROPOLITAN PARK DISTRICT
POLICY STATEMENT**

SUBJECT: Sustainability Policy

EFFECTIVE DATE:

I. PURPOSE:

Cleveland Metroparks contributes enduring value to Cleveland and northeast Ohio communities by conserving natural resources and providing recreation and education to over 17 million visitors annually. The Park District protects over 23,200 acres of forests, streams, and other natural areas, including nearly four miles of Lake Erie shoreline. Parks, open space, trails, and other aspects of natural capital provide quantifiable benefits to community health and resilience. This policy outlines Cleveland Metroparks role as a community leader in sustainability in mission-related activities as well as daily operational practices.

While serving as the Chief Engineer of Parks for the City of Cleveland in 1909, William A. Stinchcomb proclaimed, “[t]he importance of conserving our natural resources is now well recognized. Can not it be truly said that these natural wild beautiful valleys and glens which lie adjacent to our rapidly growing urban centers are a kind of ‘natural resource’ of ever increasing value to the public?” Stinchcomb’s vision was realized with the passage of Ohio law allowing for the creation of the Board of Park Commissioners of the Cleveland Metropolitan Park District (Cleveland Metroparks) on July 23, 1917. The goal of “conserving our natural resources” has played a central role in the Park District’s 100-year history.

To further our founder’s vision, Cleveland Metroparks remains committed to the stewardship of the environment, our community, and the workplace through the implementation of sustainable practices that preserve natural and economic resources, reduce consumption and waste, reduce the carbon footprint, and promote green practices in our facilities and programs. Environmental stewardship includes the direct protection, management, and restoration of lands, waters, and dynamic processes that sustain our planet. Sustainability efforts shall increase the value or longevity of services while reducing reliance on resources and the negative effect on health and the environment. Environmental sustainability can be further defined as: conducting business in a way that provides the right for future generations to have the same or better quality of life as we have today.

The goal of Cleveland Metroparks is to lead and implement meaningful sustainability initiatives. Cleveland Metroparks 2020: The Emerald Necklace Centennial Plan, completed in fall 2012 and updated in 2015, builds the Park District’s vision around the “triple bottom line” of sustainability - People, Planet, Profit [Fiscal Responsibility] - by stating, “Cleveland Metroparks will be the national leader for sustainable green infrastructure¹ that provides essential environmental, economic, and community benefits for people in its core service area, the surrounding region,

¹ Green infrastructure is the network of parks, greenways, trees, wetlands, and other resources that provide essential environmental, economic, and community benefits and ecosystem services. It includes engineered systems designed to mimic the function of natural systems.

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and the global reach of the Cleveland Metroparks and the Zoo.” Additionally, the plan makes a “sustainability statement” for each of these areas:

Environmental Sustainability

“Manage operations, maintenance, and facility development to reduce environmental footprint and improve ecological functions.”

Financial Sustainability

“Maintain long-term fiscal strength in order to carry out Cleveland Metroparks mission while reducing dependence on taxes.”

Social Sustainability

“Foster an organizational culture that maximizes the relevance and benefits of Cleveland Metroparks for its users and greater community.”

The 2020 Plan compels Cleveland Metroparks to examine all operations through these lenses to improve the “triple bottom line” and carry out the Park District’s vision with integrity. Further, Strategic Plan Goal 5.4 calls for the development of an environmental sustainability policy related to energy and resource conservation practices.

Demonstrating the significant role Cleveland Metroparks plays in conservation and sustainability, the 2013 Trust for Public Land study entitled, “Economic Benefits of Cleveland Metroparks,” concluded that the Park District returns \$855 million to the community annually as a result of an investment in natural capital. Benefits accrue from multiple aspects of the park, including:

- Trees and shrubs in Cleveland Metroparks trails and parks remove air pollutants that endanger human health and damage structures and reduce pollution control costs in Cuyahoga County and Hinckley Township by \$14.4 million per year.
- Cleveland Metroparks reduces stormwater management costs by \$5.12 million annually by capturing precipitation, slowing its runoff, and reducing the amount of stormwater that enters the stormwater system.
- Cuyahoga County’s trails and parks are cited by tourists as a reason for their visit to the area, accounting for 11% of annual tourism spending.

Furthermore, the bike and pedestrian trails throughout the park system reduce vehicle use and emissions while providing health benefits to users. The Trust for Public Land Study helps quantify the spectrum of value provided by vibrant parks, open space, and trails and their crucial role in today’s resilient cities.

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The purpose of this Sustainability Policy is to provide deliberate direction on specific focus areas and planned activities to continually and successfully integrate sustainability into Cleveland Metroparks fabric to further enhance the central vision that conservation has played in Park District's history and mission.

II. POLICY

- A. **Focus Areas and Goals:** Cleveland Metroparks staff shall develop strategies and adopt a Best Practices Guide to advance the following goals in specific areas related to sustainability, conservation and community resilience within the context of the Strategic Plan:
1. Ecological Stewardship of Land, Water, Flora, and Fauna (Protection)
 - a. Acquire and strategically manage land to preserve green space, to increase tree canopy that supports air quality, to improve water quality by preserving and restoring wetlands and headwater streams, and to conserve habitat for plants and wildlife.
 - b. Engage in zoological and natural resource conservation activities to promote a "Future for Wildlife" domestically and internationally.
 - c. Assist community members' ability to increase their "green handprint" by providing opportunities for collaboration in land acquisition and management.
 - d. Plant native and regionally appropriate species and control and manage invasive species.
 2. Water Quality, Conservation, & Storm Water Management (Protection)
 - a. Determine and implement strategies to reduce water usage and improve water quality in buildings and operations.
 - b. Implement structural Best Management Practices (BMPs) to capture and treat stormwater on site.
 - c. Protect and restore watersheds.
 3. Energy Efficiency and Conservation (Organizational Sustainability)
 - a. Identify and adopt green building and site development standards, including energy efficiency in capital and renovation projects.
 - b. Reduce reliance and continually evaluate fuels and overall carbon footprint and/or greenhouse gas emissions.
 - c. Include lean practices in all maintenance and operations functions.
 - d. Consider life-cycle costs of facilities, including building materials and systems and maintain fiscal responsibility over Cleveland Metroparks assets.

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4. Resource Consumption & Waste Reduction (Organizational Sustainability)
 - a. Become a model of sustainable waste management by following EPA Waste Hierarchy of “reduce, reuse, recycle-compost” by promoting good practices among staff, visitors, and the community.
 - b. Incorporate sustainable purchasing guidelines to secure economies of scale, utilize local vendors, and promote sustainable product and service offerings by vendors.
 5. Education and Awareness (Engagement formally Come Out and Play)
 - a. Ensure that Cleveland Metroparks employees understand and work towards sustainability in their everyday tasks.
 - b. Spread knowledge of sustainable actions individuals can take through educational programming, interpretive materials, and partnerships with outside organizations.
 6. Community Resurgence (Relevancy)
 - a. Work with public and private entities and community advocates to improve equitable access to parks and trails.
 - b. Prioritize resource protection, park development, and trail connections in areas that are currently underserved by Cleveland Metroparks.
 - c. Serve as a model for utilization of green infrastructure investment as a strategy for effective park development, and work with partner jurisdictions to develop and adopt model codes related to resource protection and resilience.
 - d. Continue to document the impact Cleveland Metroparks has on the health and resilience of Cuyahoga County and Hinckley Township in Medina County.
 7. Trails and Open Space (Connections)
 - a. Continue efforts to connect neighborhoods to parks with trails and transit to encourage non-motorized access.
 - b. Continue to work with partners on the local, county, and regional level to promote trail and greenspace connectivity to optimize health, transportation, environmental, and tourism benefits.
- B. **ECO Team and Best Practices Guide and Action Plan:** Cleveland Metroparks Chief Executive Officer (CEO), in consultation with Department Chiefs, shall appoint an employee representative of each Department to serve on the Cleveland Metroparks Employee Conservation Opportunities Team (ECO Team).

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1. The ECO Team shall develop a Best Practices Guide and lead the development of an Action Plan to accomplish the above-delineated goals in the respective focus areas to be approved by the CEO.
 - a. It is recognized that certifications or standards identified in the Best Practices Guide may evolve over time warranting regular updating of this Guide.
2. The ECO Team shall study and make recommendations to the CEO regarding the methodology to measure progress on each goal.
3. In formulating the Best Practices Guide and leading the development of the Action Plan, the ECO Team shall consider the following factors and encourage innovation:
 - a. The prudent use of public dollars;
 - b. The availability of green materials/services;
 - c. The ability to maintain or improve existing service levels and safety; and
 - d. The ability to safeguard the integrity of natural and built facilities/structures, including concerns for historic preservation.
4. Each ECO Team member shall serve as the departmental liaison, will be known as a "Sustainability Coordinator", and will be the point of contact and clearinghouse for all sustainability-related issues related to this Policy for that department.
 - a. The departmental Sustainability Coordinator along with the Department Chief shall communicate and monitor all applicable Best Practices Guide and Action Plan items to all staff within that department.

C. Compliance with Policy, Best Practices Guide, and Action Plan:

1. All commissioners, employees, officers, volunteers, affiliates, vendors, contractors, and any individual or entity acting on behalf of Cleveland Metroparks shall comply with this Policy, Best Practice Guide and Action Plan.
2. The ECO Team members will undertake a leadership role in formulating the Best Practice Guide and Action Plan with input from appropriate staff; however, the success of Cleveland Metroparks' sustainability efforts depend upon the appropriate dedication of resources and the efforts and compliance of all commissioners, employees, officers, volunteers, affiliates, vendors, contractors, and any individual or entity acting on behalf of Cleveland Metroparks.

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3. The ECO Team will coordinate training necessary to advance the Best Practice Guide and Action Plan.

References:

Replaces and Supersedes: n/a

Approved:

Chief Executive Officer-Secretary

Board President

Approval Date

Review Date

AUGUST 17, 2017

84312-84466

RESOLUTION NO. 17-08-111

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 payment of the following items, which may include Then and Now Certificates, are ratified by the Board of Park Commissioners. All expenditures have been reviewed and approved for payment by the Chief Financial Officer and Chief Executive Officer in accordance with the by-laws of the Board of Park Commissioners.

Checks dated July 21, 2017 in the amount of \$966,522.11

Checks dated July 31, 2017 in the amount of \$4,400.00

Checks dated July 28, 2017 in the amount of \$1,854,317.26

Checks dated August 4, 2017 in the amount of \$1,791,323.76

Net Payroll dated June 25, 2017 to July 8, 2017 in the amount of \$1,534,312.41

Withholding Taxes in the amount of \$373,730.27

Net Payroll dated July 9, 2017 to July 22, 2017 in the amount of \$1,591,194.59

Withholding Taxes in the amount of \$373,684.07

Bank Fees/ADP Fees in the amount of \$65,035.95

ACH Debits (First Energy; Sales Tax) in the amount of \$196,093.67

Visa/Travel Purchasing Card dated July 16, 2017 to August 5, 2017 in the amount of \$316,014.26

Total amount: \$9,066,628.35

PASSED: August 17, 2017

Attest: _____

President of The Board of Park Commissioners

Chief Executive Officer

RECOMMENDED ACTION:

That the Board of Park Commissioners approves **Resolution No. 17-08-111** listed above.