


# INFORMATIONAL MEMORANDUM

## Tukwila Metropolitan Park District (MPD)

TO: Tukwila Pool MPD Board

FROM: Rick Still, Parks and Recreation Director 

DATE: March 6, 2012

SUBJECT: Staff Report/Capital Improvement Program (CIP) Update and Ongoing Issues

### ISSUE

Staff update on several issues.

### FINANCIAL IMPACT

No Financial Impact

### BACKGROUND

This Informational Memorandum is to update the Board on the Capital Improvement Projects, operational issues and future MPD agendas. The information below will keep you apprised of the work effort in action to keep on our fall construction timeline for pool renovation, some of the challenges and issues staff are working through to keep the pool operating, and a more detailed look ahead of what issues will be brought forward to the Board for consideration.

### DISCUSSION

#### **Capital Improvement Project Update – ESCO**

McKinstry engineers, our Energy Services Contractor, have deployed the first phase of data loggers and are currently analyzing data for preliminary energy baseline consumption and proposed savings calculations. McKinstry estimators are beginning to develop rough order of magnitude (ROM) costs associated with each of the capital improvement measures provided by the Tukwila Pool management. The ROM is a preliminary detailed spreadsheet that identifies preliminary project cost estimates, energy efficiencies, rebates and/or grants, potential project phasing and “baselining” (which documents current energy consumption that will be used to compare with our future energy use to identify savings). The ROM lays the foundation as McKinstry works towards the preliminary Energy Services Plan (ESP). Either a modified ROM or a preliminary ESP will be presented to the Board in April and the final ESP will be to the Board in May.

#### **Operations**

The boiler needed repairs three times this last several weeks – all repairs were performed by staff. The motor on the chemical pump failed – it was replaced by a service contractor on March 5<sup>th</sup>. The pool heater pump overheated and did not work the last weekend of February – staff was able to make it operational again.

We were able to make minor and less expensive repairs anticipating that they will be replaced at the end of the year.

### **Future MPD Agendas**

March 12

- The scheduled CAFR presentation is an accounting document that does not need to be brought forward to the Board.

April 9

- Preliminary Final Energy Service Plan (ESP) presentation and discussion.
- Pool Rental Policy review and discussion.

May 14

- Energy Services Plan (ESP) presentation. Authorization to move forward with approximately \$1,600,000 of construction – including preparing final construction documents, hiring subcontractors and preparation for financing options.
- Quarterly Reports – Financial and Statistical Data

June 11

- Contracted Services Research Preliminary Results

### **ATTACHMENTS**

2012 Long-Term Agenda

# Tukwila Metropolitan Park District 2012 Draft Long-Term Agenda

Board Adopted 1-9-12

## **January 9**

Overview ESPC Program/Sign Interagency Agreement (IAA) with DES (memo)

Approve McKinstry as ESCO (memo)

Authorize ESPC program to proceed with IGA (memo)

18<sup>th</sup> – 25<sup>th</sup> CPAC Application Review / Interviews (who and when?)

## **February 13**

CPAC member appointment/confirmation and “charge” by Board

2011 Operations Statistical Review

2011 Budget Review

## **March 12**

2011 Pool program presentation

2011 CAFR presentation

## **April 9**

Pre-Final Analysis Presentation – Energy Service Plan (ESP)

Rental policy review and discussion

## **May 14**

Present Energy Service Plan (ESP) to Board (get authorization to move ahead with construction) and financing options

1/4ly Operations Statistical Review

1/4ly Budget Review

## **June 11**

Contracted Services Research

## **July 9**

City Services Contract review

Budget Direction

## **August 13**

Contracted Services Presentation

1/4ly Operations Statistical Review

1/4ly Budget Review

## **September 10**

Preliminary 2013 Program and Fees Review

## **October 8**

Pre-Construction/Development Status/Projected Construction Timeline

Preliminary Budget

## **November 13**

2013 Program and Fees Review

Construction Status Update/Project Timeline

1/4ly Operations Statistical Review

1/4ly Budget Review

## **December 10**

Adopt 2013 Budget

Construction Status Update/Project Timeline

**OTHER:** Build relation w/ TSD, Marketing