

CITY COUNCIL AGENDA ITEM
CITY OF SHORELINE, WASHINGTON

AGENDA TITLE:	Authorize the City Manager to Execute Contract Documents with the Washington State Department of Commerce to Obligate \$353,780 of Grant Funding for the Shoreline Park Public Pavilion Project
DEPARTMENT:	Administrative Services
PRESENTED BY:	Sara Lane, Administrative Services Director Dan Johnson, Parks, Fleet & Facilities Manager
ACTION:	<input type="checkbox"/> Ordinance <input type="checkbox"/> Resolution <input checked="" type="checkbox"/> Motion <input type="checkbox"/> Discussion <input type="checkbox"/> Public Hearing

PROBLEM/ISSUE STATEMENT:

Staff is requesting City Council approval to authorize the City Manager to sign and execute a contract and other documents with the Washington State Department of Commerce (WSDOC) to obligate \$353,780 of grant funding for the Shoreline Park Public Pavilion Project. The grant contract will be sent to the City for execution once all contract documents are approved by the WSDOC.

On June 17, 2021, the City of Shoreline was notified by the Washington State Department of Commerce (WSDOC) that the 2021-2023 State Capital Budget included an appropriation of \$353,780 for the Shoreline Park Public Pavilion Project (Attachment A). In accordance with City of Shoreline Purchasing policies, City Council approval is required for grant awards that exceed the City Manager’s signing authority of \$100,000.

The proposed public pavilion would provide a variety of beneficial recreational activities to park patrons. As the park serves to draw a diverse community of recreational users, there is also an economic benefit to local businesses. A new public pavilion would allow year-round outdoor recreation, increase park usage and add to the local economy as park patrons spend time in the City of Shoreline.

RESOURCE/FINANCIAL IMPACT:

The WSDOC will administer the project and will retain two percent to cover their direct administrative costs. The net grant award to the City totals \$353,780 for the Shoreline Park Public Pavilion Project. The 2021-2022 Mid-Biennial Budget update to be presented to Council in November will include all amendments needed to fully fund this project.

RECOMMENDATION

Staff recommends that the City Council authorize the City Manager to sign and execute a contract and other documents with the Washington State Department of Commerce

to obligate a grant award totaling \$353,780 for the Shoreline Park Public Pavilion Project.

Approved By: City Manager **DT** City Attorney **MK**

BACKGROUND

Shoreline city park facilities serve park patrons in both a regional and neighborhood capacity. There is regional draw for park patrons who use the lighted all-weather turf fields and tennis and pickleball courts for tournaments and sporting events, among other park facilities. And the City's park facilities also serve local neighborhoods and residents by providing a variety of play equipment, wooded trails, picnic tables, restroom facilities, etc.

To add a park system feature to serve both local and regional customers, the City has proposed to construct a public park pavilion at the site of the former Shoreline Swimming Pool in Shoreline Park. The pavilion will provide year-round support for recreational activities to a variety of park patrons. As well, as the park serves to draw a diverse community of recreational users there is an economic benefit to local businesses. If approved, the construction of the project is anticipated to begin and be completed in 2022.

DISCUSSION

On June 17, 2021, the City of Shoreline was notified by the Washington State Department of Commerce (WSDOC) that the 2021-2023 State Capital Budget included an appropriation of \$361,000 for the Shoreline Park Public Pavilion Project. The WSDOC will administer the project and will retain two percent to cover their direct administrative costs. The net grant award to the City totals \$353,780. In accordance with City of Shoreline Purchasing policies, City Council approval is required for grant awards that exceed the City Manager's signing authority of \$100,000.

RESOURCE/FINANCIAL IMPACT

The Shoreline Park Public Pavilion Project is estimated to cost \$353,780 and includes the grant award from the WSDOC. The 2021-2022 Mid-Biennial Budget update to be presented to Council in November will include all amendments needed to fully and accurately fund this project.

RECOMMENDATION

Staff recommends that Council authorize the City Manager to sign and execute a contract and other documents with the Washington State Department of Commerce to obligate a grant award totaling \$353,780 for the Shoreline Park Public Pavilion Project.

ATTACHMENT

Attachment A – Washington State Department of Commerce Grant Award Letter for the Shoreline Park Public Pavilion Project



STATE OF WASHINGTON
DEPARTMENT OF COMMERCE

1011 Plum Street SE • PO Box 42525 • Olympia, Washington 98504-2525 • (360) 725-4000

June 17, 2021

Kirk Peterson
City of Shoreline
17500 Midvale Ave. N
Shoreline, WA 98133

Dear Kirk:

Congratulations! Governor Inslee recently signed the 2021-23 State Capital Budget, which includes an appropriation of \$361,000.00 for the Public Pavilion for Shoreline Park (Shoreline) Project. The Department of Commerce, which will administer the project, will retain two percent (up to a maximum of \$50,000) to cover our administrative costs. Accordingly, your net grant award will be \$353,780.00.

Prior to receiving funds, your organization will need to fulfill the following requirements:

- Provide documentation of your organization's financial ability to complete the project. All funds from sources other than the state must be expended, raised, or secured by documented pledges or loans.
- For nonprofit grantees, any property relevant to the project must be owned or secured by a long-term lease that remains in effect for a minimum of ten years following the final payment date. A lien on owned property is also required when receiving grants over \$500,000.
- Prevailing wages must be paid for all construction labor costs incurred as of May 18, 2021.
- Review by the Washington State Department of Archaeology and Historic Preservation and any affected Tribes (Governor's Executive Order 21-02).
- Your project may also need to comply with the state's green buildings standards (RCW 39.35D).

Please fill out the linked [Contract Readiness Survey](#) and submit at your earliest convenience.

Also enclosed is a comprehensive set of contracting guidelines to assist you with the process. If you have any questions or need additional information, please contact your Project Manager, Chuck Hunter, at (360) 764-3312 or chuck.hunter@commerce.wa.gov.

Sincerely,

Tony Hanson, Deputy Assistant Director
Local Government Division

