



Tuesday, September 10, 2024

2024 SEPTEMBER Board Meeting

Great Rivers Greenway District Board of Directors Monthly Meeting
District Office 3745 Foundry Way, Suite 253, St. Louis, MO 63110

Please note time change!

1:00PM

1. OPENING OF MEETING

A. Board Photo - Group and new Board of Directors

B. CALL TO ORDER/Roll Call

Meeting minutes and agendas from previous meetings can be found on the website: www.greatriversgreenway.org.

You are welcome to join us! The public can access the meeting by a web-based video conferencing service. Sign-in is required.

Please click the link below to join the webinar:

Join from a PC, Mac, iPad, iPhone or Android device:

Please click this URL to join. <https://us02web.zoom.us/j/83018483784>

Or One tap mobile:

+13017158592,,83018483784# US (Washington DC)

+13052241968,,83018483784# US

International numbers available: <https://us02web.zoom.us/j/kd5lhFpnTa>

Please note that the option to attend the meetings virtually is being provided as a convenience to the public and cannot be guaranteed. Virtual attendance may be unavailable for a variety of reasons, including, but not limited to, technical failures or limitations.

If you need any specific accessibility arrangements to be able to attend and/or fully participate, please contact Anne Milford at 314-932-4917 or amilford@grgstl.org.

COVID protocol: In our offices, wearing of masks and/or social distancing should be done in compliance with City of St. Louis, State of Missouri and/or Federal recommendations. Protocols are subject to change. Please see the Center for Disease Control for guidance <https://www.cdc.gov/coronavirus>

C. OPEN TIME

Persons wishing to speak to the Monthly Board of Directors meeting may do so:

- In person: Sign up prior to the meeting or submitting written questions in advance to Barbara Bernthal via email bbernthal@grgstl.org OR sign in upon arrival at the front desk.
- Virtual: Fill out the form on the website <https://greatriversgreenway.org/public-meeting-open-time-signup/> by 5pm the day before the meeting to participate digitally

Great Rivers Greenway reserves the right to implement a time limit or restrict content to agenda items if needed.

D. APPROVAL OF AGENDA

E. APPROVAL OF THE MINUTES

TO APPROVE THE MINUTES AS MAY BE CORRECTED

Minutes

[View Minutes](#) for Aug 13, 2024 - 2024 AUGUST Board Meeting (BoardDocs website login needed)

2. PRESENTATION (S)

A. National Park Service - Annual Supplemental Operations and Maintenance Agreement- Jeremy Sweat Superintendent, Gateway Arch National Park

B. Q2 2024 Financial Statement Presentation - Mike Carson

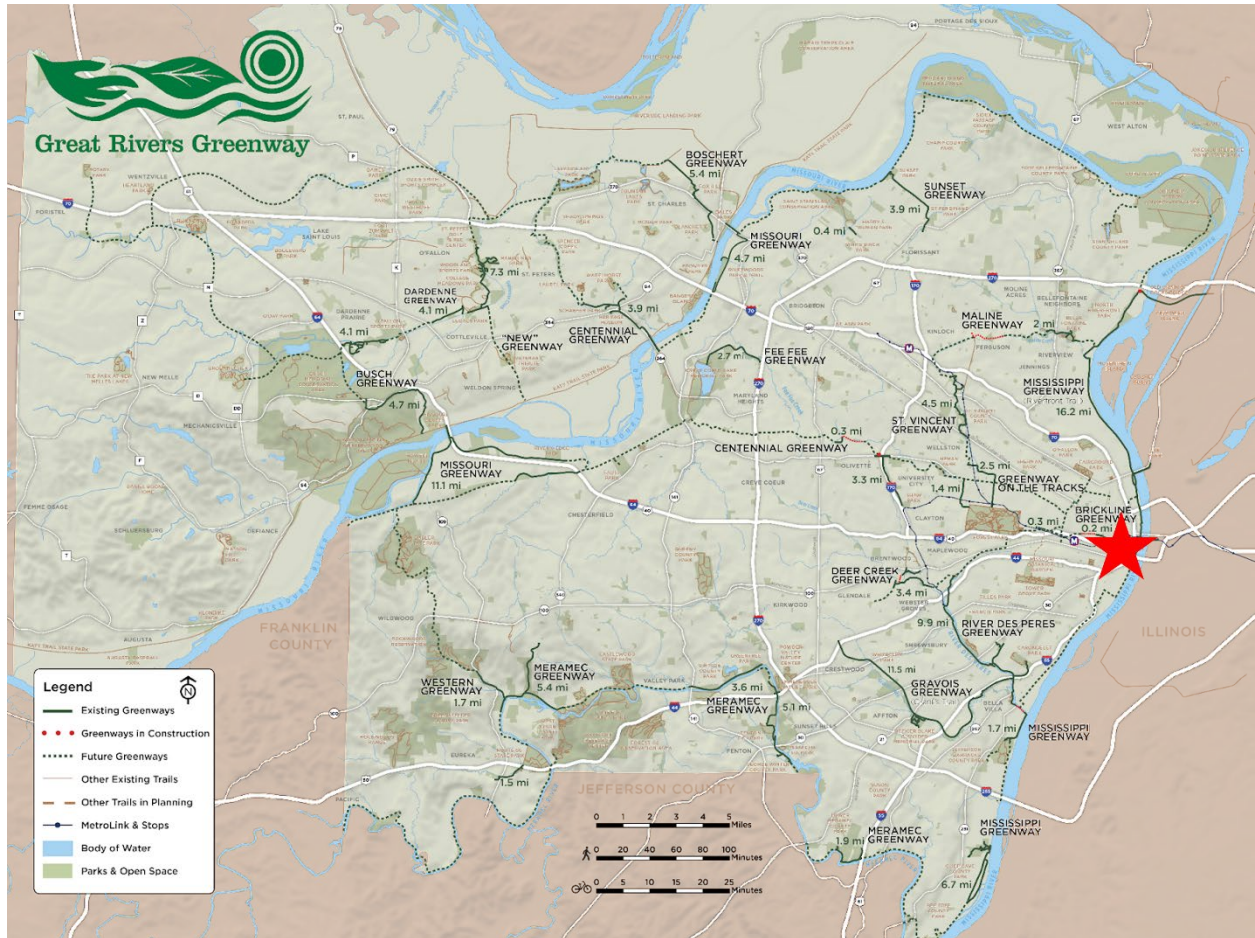
File Attachments

[Q2 2024 GRG Financials Draft 09.04.2024.pdf \(1,565 KB\)](#)

[2nd Qtr 2024 GRG Financial Statement Summary 09.04.2024.pdf \(988 KB\)](#)

3. APPROVAL OF CONTRACTS - CAR 3/16TH REVENUE STREAM

A. That the Board adopt Resolution 2024.76 approving the appropriation, in accordance with the supplemental operations and maintenance agreements, of an amount not to exceed \$4,006,204.16 to the National Park Service for net operations and maintenance increase on the Gateway Arch National Park in the Mississippi Greenway and authorizing other actions as necessary to effectuate the same. - Ben Grossman



WHERE:

SUBPROJECT CODE	GREENWAY	SEGMENT	JURISDICTION(S)
898	Mississippi	Gateway Arch National Park	City of St. Louis

WHO:

STAFF	CONTRACTOR(S), VENDOR(S), PARTNER(S)	TYPE OF SERVICES/AGREEMENT
Ben Grossman	National Park Service	Supplemental O&M Agreement

FIRST CONTRACT WITH THIS ENTITY? (YES OR NO)	WHAT ARE THE DBE GOALS FOR THIS PROJECT?	IS THIS VENDOR A REGISTERED DBE OR ON A DBE LIST? LIST ALL THAT APPLY: WBE, MBE, OTHER	IF NOT REGISTERED, DOES THEIR OWNERSHIP REFLECT WOMEN OR MINORITIES? (PLEASE EXPLAIN)
No	n/a	n/a	n/a

PLEASE LIST ANY SUBCONTRACTORS BY NAME, % OF CONTRACT RECEIVED AND DBE STATUS	DOES THIS PROJECT HAVE WORKFORCE GOALS?
n/a	n/a

PROCUREMENT TYPE: RFQ, RFP, BID, VENDOR'S LIST, SOLE SOURCE, OTHER	PROCUREMENT MONTH/YEAR:	IF A CONTRACT RENEWAL, HOW MANY YEARS HAVE PASSED AND ARE LEFT?	# OF PROCUREMENT RESPONSES:
Cooperative Agreement	n/a	2013/2033	n/a

PROCUREMENT RESULTS DETAIL (BID RESULTS, SUMMARY OF INTERVIEWS, ETC)
n/a

WHAT:

ACTION TYPE	AMOUNT OF REQUEST	CURRENT BUDGETED FUNDS AVAILABLE	AMENDMENTS AND/OR SOURCES
Funding for the FY2025 NPS Net Increased Operations and Maintenance Budget	\$4,006,204.16	\$4,006,204.16	n/a

OUTSIDE RESOURCES, GRANTS OR IN-KIND SERVICES
n/a

WHEN:

BUDGET YEAR	CURRENT PHASE OF PROJECT	NEXT MILESTONE
2024/2025	Operations and Maintenance	2025 Budget Review and approval 12/2024

WHY AND/OR HOW:

Annual Appropriation for the National Park Service Gateway Arch National Park (NPS) as required by the Supplemental Operations and Maintenance Agreement outlines a process for funding of supplemental operation and maintenance agreements (O&Ms), including the following:

- The amount of District sales tax support for net increased O&M costs is based on and limited to available annual CAR 3/16th sales tax receipts
- The District is not financially bound until such time the Board approves a funding request for net increased O&M costs
- The District and the Gateway Arch Park Foundation (GAPF) have forty-five (45) days to review, provide feedback, and obtain District and GAPF Board approvals of the annual budget for the net increased O&M costs in accordance with the policies of the District and GAPF
- Funding of net increased O&M costs may be supplemented with funds from other revenue sources
- Re-evaluation and adjustments of the net increased O&M costs will occur as part of the annual net increased O&M budget process

The Supplemental O&M Agreement did not obligate specific annual amounts for net increased O&M from the District, but instead established the processes, reporting, and approvals needed for the transfer of funding from GRG to the NPS. In addition, the District and NPS recognized that funding of net increased O&M costs may be supplemented with funds from other sources (GAPF, other partners or earned revenue for example).

District Staff, GAPF and NPS Staff meet regularly to plan and discuss operations. These ongoing discussions allowed all parties to be prepared for submittal of the attached net increased operations and maintenance budget/request for the museum facility. The budget provided by NPS includes written explanations of each item. The NPS 2025 fiscal year begins October 1, 2024.

This budget request is for the full 2025 NPS supplemental budget request of \$852,501.08 for landscape and \$3,153,703.08 for the visitor center/ranger station facility for a total of \$4,006,204.16. In addition to the supplemental

budget funds requested, NPS has requested capital improvement funds from the City Arch River available tax revenue to make repairs and improvements to the Gateway Arch National Park in the amount of \$1,798,232.13. These projects will have contracts procured and managed by GRG. These projects will be included in GRG's annual budget request to the Board of Directors in December 2024 and subsequent will come before the Board of Directors for approval later in 2024 and in 2025. Please see attached spreadsheets and supporting documentation for further detail. NPS has requested the supplemental budget funds be allocated in four (4) quarterly payments.

These allotments are in the report and below:

October 1, 2024 - \$2,186,419.79

January 1, 2025 - \$606,594.79

April 1, 2025 - \$606,594.79

July 1, 2025 - \$606,594.79

RELEVANT RESOLUTIONS:

RESOLUTION #	DESCRIPTION
2014.27	Approving a supplemental Operations and Maintenance Agreement with NPS for Gateway Arch National Park
2013.62	Approving an agreement with NPS for Gateway Arch projects

A RESOLUTION APPROVING THE APPROPRIATION, IN ACCORDANCE WITH THE SUPPLEMENTAL OPERATIONS AND MAINTENANCE AGREEMENTS, OF AN AMOUNT NOT TO EXCEED \$4,006,204.16 TO THE NATIONAL PARK SERVICE FOR NET OPERATIONS AND MAINTENANCE INCREASE ON THE GATEWAY ARCH NATIONAL PARK IN THE MISSISSIPPI GREENWAY AND AUTHORIZING OTHER ACTIONS AS NECESSARY TO EFFECTUATE THE SAME.

WHEREAS, pursuant to Resolution 2013.62, the District approved an agreement with the National Park Service which provides the process for the construction funding, operations and maintenance funding and component part replacement costs of the Arch Grounds Projects (the "Funding Agreement");

WHEREAS, the Funding Agreement required the execution of a Supplemental Operation and Maintenance Agreement to address funding of Net Increased O&M Costs prior to construction bid solicitation (the "Supplemental O&M Agreement");

WHEREAS, pursuant to Resolution 2014.27, the District approved the Supplemental O&M Agreement;

WHEREAS, the Supplemental O&M Agreement included the processes, reporting, and approvals needed for the transfer of funding from the District to the National Park Service;

WHEREAS, a second Supplemental Operations and Maintenance Agreement was executed on August 19, 2014 (the "Second Supplemental O&M Agreement, and together with the Supplemental O&M Agreement, the "Supplemental O&M Agreements"), which contained substantially the same obligations and approval processes between the National Park Service ("NPS"), the District, and Gateway Arch Park Foundation (the "Foundation");

WHEREAS, the Supplemental O&M Agreements establish the processes, reporting, and approvals needed for the transfer of funding from the District

and/or the Foundation to the NPS and until such approvals the District and/or the Foundation are not obligated to specific funding amounts;

WHEREAS, the NPS has made a request for the net increased operations and maintenance of the Arch facilities (the "Net Increased O&M Costs") and has provided a budget with supporting documentation pursuant to the procedures and requirements set forth in the Supplemental O&M Agreements;

WHEREAS, the National Park Service is requesting \$852,501.08 for the landscape project components and \$3,153,703.08 for the Net Increased O&M Costs;

WHEREAS, the Foundation has made or will make any necessary approvals related to the Net Increased O&M Costs as may be required by the Supplemental O&M Agreements;

WHEREAS, the District desires to authorize the Chief Executive Officer to (i) appropriate funds necessary to fund the Net Increased O&M Costs; (ii) deposit such funds into the dedicated accounts set forth under the Supplemental O&M Agreements; and (iii) take any actions necessary or appropriate to effectuate the same; and

WHEREAS, at a meeting of the Board of Directors of the District (the "Board"), convened at 1:00 pm, on September 10, 2024, at the District Offices at 3745 Foundry Way, Suite 253, St. Louis, Missouri, at which was present a quorum of the Board, the Board took the action further described herein.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE METROPOLITAN PARK AND RECREATION DISTRICT D/B/A THE GREAT RIVERS GREENWAY DISTRICT AS FOLLOWS:

1. The Board hereby approves the Net Increased O&M Costs submitted by the National Park Service.
2. The Board hereby approves the appropriation of such funds necessary to cover the costs set forth in the Net Increased O&M Costs submitted by the National Park Service up to an amount not to exceed \$4,006,204.16 and authorizes the Chief Executive Officer to deposit such funds in the dedicated

Park account on a quarterly basis in accordance with the Supplemental O&M Agreements.

3. The Board authorizes the Chief Executive Officer or her designees to take such further action, and execute such other documents, amendments, certificates and instruments as may be necessary or desirable to carry out and comply with the intent of this Resolution.

4. All actions heretofore taken by the officers, agents, and employees of the District related to the transactions contemplated by this Resolution are hereby ratified and confirmed.

5. The portions of this Resolution shall be severable. In the event that any portion of this Resolution is found by a court of competent jurisdiction to be invalid, the remaining portions of this Resolution are valid, unless the court finds the valid portions of this Resolution are so essential and inseparably connected with and dependent upon the void portion that it cannot be presumed that the Board would have enacted the valid portions without the invalid ones, or unless the court finds that the valid portions standing alone are incomplete and are incapable of being executed in accordance with the legislative intent.

6. This Resolution shall be in full force and effect immediately from and after its adoption as provided by law.

ADOPTED this 10th day of September, 2024.

METROPOLITAN PARK AND RECREATION DISTRICT D/B/A THE GREAT RIVERS GREENWAY DISTRICT

Monica M. Huddleston, President

ATTEST:

Glenn Powers, Secretary

Vote:

Aye:
Nay:
Abstain:
Absent:
Not Present:

4. PETITIONS AND COMMUNICATIONS

None submitted

5. REPORTS OF OFFICERS

A. TREASURER REPORT/Rob Epstein: That the Board adopt 2024 2nd Quarter Financials pending audit and authorizing other actions as necessary to effectuate the same. Mike Carson

6. REPORT(S) OF THE CHIEF EXECUTIVE OFFICER: SUSAN TRAUTMAN

A. CHIEF EXECUTIVE OFFICER

[BOARD Calendar SEPTEMBER 2024.pdf \(295 KB\)](#)

[https://go.boarddocs.com/mo/grg/Board.nsf/files/D8LQ8668037A/\\$file/BOARD Calendar SEPTEMBER 2024.pdf](https://go.boarddocs.com/mo/grg/Board.nsf/files/D8LQ8668037A/$file/BOARD%20Calendar%20SEPTEMBER%202024.pdf)

[Jan 2023 - June 2024 Top 10 Build Vendor Data 08.27.2024.pdf \(59 KB\)](#)

[https://go.boarddocs.com/mo/grg/Board.nsf/files/D8RP7S61469A/\\$file/Jan 2023 - June 2024 Top 10 Build Vendor Data 08.27.2024.pdf](https://go.boarddocs.com/mo/grg/Board.nsf/files/D8RP7S61469A/$file/Jan%202023%20-%20June%202024%20Top%2010%20Build%20Vendor%20Data%2008.27.2024.pdf)

[2024 SEPTEMBER CEO report Great Rivers Greenway.pdf \(1,459 KB\)](#)

[https://go.boarddocs.com/mo/grg/Board.nsf/files/D8SQKY69BF95/\\$file/2024 SEPTEMBER CEO report Great Rivers Greenway.pdf](https://go.boarddocs.com/mo/grg/Board.nsf/files/D8SQKY69BF95/$file/2024%20SEPTEMBER%20CEO%20report%20Great%20Rivers%20Greenway.pdf)

B. NOTICE OF CONTRACTS EXECUTED

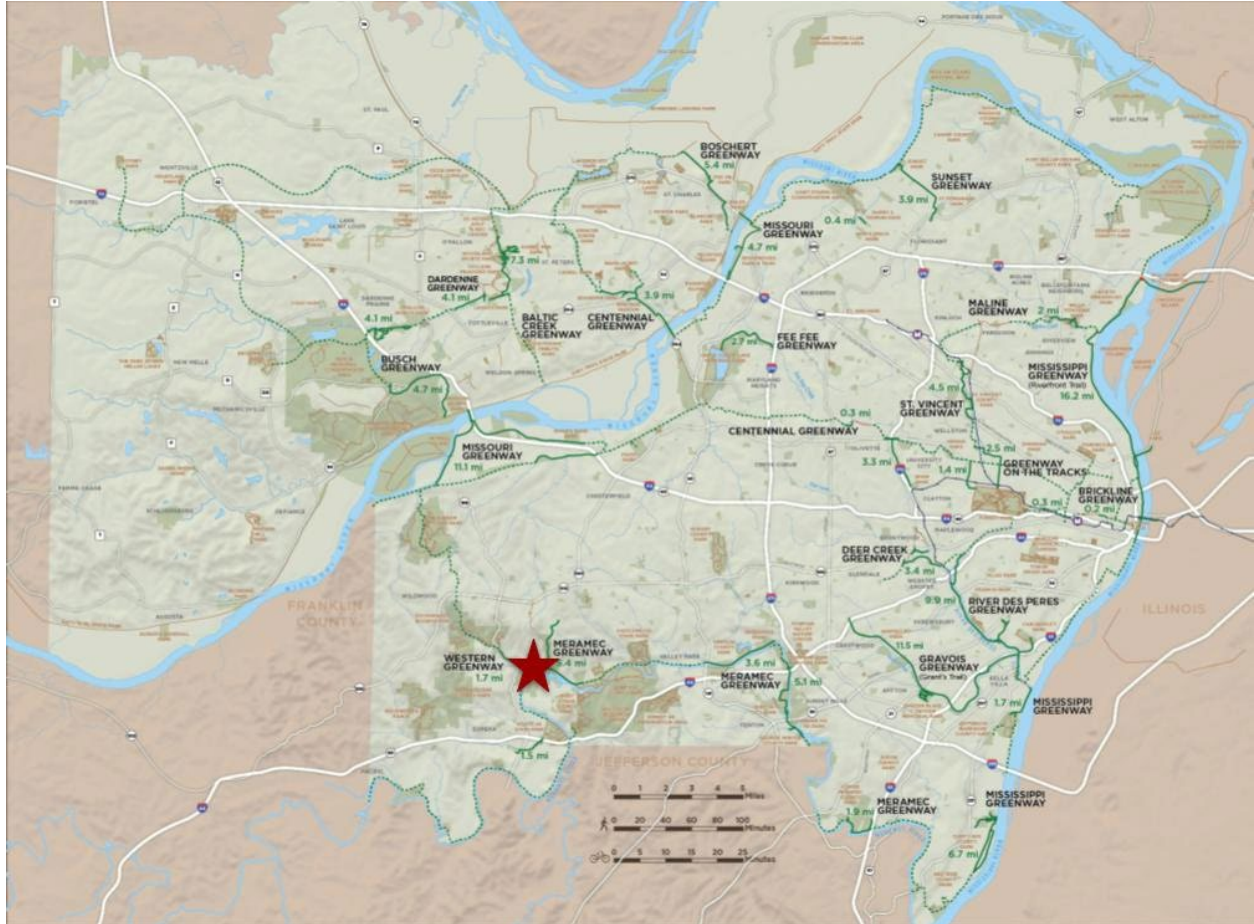
[GRG Executed Contracts Notice August 2024.pdf \(47 KB\)](#)

[https://go.boarddocs.com/mo/grg/Board.nsf/files/D8RQLM69D886/\\$file/GRG Executed Contracts Notice August 2024.pdf](https://go.boarddocs.com/mo/grg/Board.nsf/files/D8RQLM69D886/$file/GRG%20Executed%20Contracts%20Notice%20August%202024.pdf)

7. APPROVAL OF CONTRACTS - GRG 1/10TH REVENUE STREAM

A. That the Board adopt Resolution 2024.77 approving a construction contract not to exceed \$284,584.00 with McGrath & Associates, Inc. in

connection with Meramec & Western Greenway Signage Replacement and authorizing other actions as necessary to effectuate the same. -Will Rein



WHERE:

SUBPROJECT CODE	GREENWAY	SEGMENT	JURISDICTION(S)
725H	Western & Meramec	Sherman Beach to Rockwood	City of Wildwood, St. Louis County, Missouri State Parks

WHO:

STAFF	CONTRACTOR(S), VENDOR(S), PARTNER(S)	TYPE OF SERVICES/AGREEMENT
William Rein	McGrath & Associates, Inc.	Construction

FIRST CONTRACT WITH THIS ENTITY? (YES OR NO)	WHAT ARE THE DBE GOALS FOR THIS PROJECT?	IS THIS VENDOR A REGISTERED DBE OR ON A DBE LIST? LIST ALL THAT APPLY: WBE, MBE, OTHER	IF NOT REGISTERED, DOES THEIR OWNERSHIP REFLECT WOMEN OR MINORITIES? (PLEASE EXPLAIN)
Yes	25% MBE; 5% WBE	No	No

PLEASE LIST ANY SUBCONTRACTORS BY NAME, % OF CONTRACT RECEIVED AND DBE STATUS	DOES THIS PROJECT HAVE WORKFORCE GOALS?
N/A	N/A

PROCUREMENT TYPE: RFQ, RFP, BID, VENDOR'S LIST, SOLE SOURCE, OTHER	PROCUREMENT MONTH/YEAR:	IF A CONTRACT RENEWAL, HOW MANY YEARS HAVE PASSED AND ARE LEFT?	# OF PROCUREMENT RESPONSES:
Bid	July/August 2024	N/A	4

PROCUREMENT RESULTS DETAIL (BID RESULTS, SUMMARY OF INTERVIEWS, ETC)

McGrath & Associates, Inc. - \$284,584
 Kendall, LLC - \$303,175
 Hof Construction, Inc. - \$307,393
 Kozeny-Wagner, Inc. - \$332,280

WHAT:

ACTION TYPE	AMOUNT OF REQUEST	CURRENT BUDGETED FUNDS AVAILABLE	AMENDMENTS AND/OR SOURCES
Approval of a Contract	\$284,584.00	\$293,100.00	GRG 1/10th

OUTSIDE RESOURCES, GRANTS OR IN-KIND SERVICES

NA

WHEN:

BUDGET YEAR	CURRENT PHASE OF PROJECT	NEXT MILESTONE
2024	Bidding	Construction

WHY AND/OR HOW:

This action requests approval of a construction contract with McGrath & Associates, Inc. ("McGrath & Associates") to update existing greenway wayfinding and interpretive signage to make navigation clear and safe for greenway users traveling between Rock Hollow, Sherman Beach and Rockwood Reservations. This segment is approximately 3.5 miles long and includes the Al Foster Memorial Trail and interfaces with the Wabash,

Frisco, and Pacific Railroad which is a miniature railroad attraction popular with families.

This project will remove forty-three (43) existing signs and replace them with twenty-five (25) new signs. A reduction in signs was a goal of the partners due to the "rural" nature of this greenway. An additional sixteen (16) regulatory signs are being added at and around grade crossings of the Wabash, Frisco, and Pacific Railroad to increase safety. Although opportunities were studied, the addition of environmental graphics were not included in the final design.

This project began design in late 2023 and was completed in July of 2024. The total project budget is \$355,500, of which \$293,100 is available for construction. The construction package was let for bidding following GRG's procurement policy. There were four (4) responses, with a new bidder, McGrath & Associates, submitting the low bid.

McGrath & Associates is a local, employee-owned business located on South Kingshighway in the Southwest Garden Neighborhood. Due to the limited scope of this project, McGrath & Associates will self-perform this work after procuring the signs from our preferred and contracted vendor, Engraphix Architectural Signage, Inc. As they were a new bidder, they were interviewed to ensure they understood the project and Great Rivers Greenway's requirements.

Staff recommends the Board of Directors to authorize the CEO to negotiate and enter into a contract with McGrath & Associates.

RELEVANT RESOLUTIONS:

RESOLUTION #	DESCRIPTION
2023.27	Approval of contract with DG2 Design, LLC not to exceed \$57,500 for the design of this signage replacement project.

A RESOLUTION APPROVING A CONTRACT NOT TO EXCEED \$284,584 WITH MCGRATH & ASSOCIATES, LLC. IN CONNECTION WITH WESTERN AND MERAMEC GREENWAYS SIGNAGE REPLACEMENT PROJECT AND AUTHORIZING OTHER ACTIONS AS NECESSARY TO EFFECTUATE THE SAME.

WHEREAS, the Metropolitan Park and Recreation District d/b/a The Great Rivers Greenway District (the “District”) is a metropolitan park and recreation district authorized under Section 67.1700 to 67.1769 of the Revised Statutes of Missouri, as amended (the “District Act”);

WHEREAS, pursuant to the Clean Water, Safe Parks, and Community Trails Initiative (“Proposition C”), the qualified voters of St. Louis County, St. Charles County, and St. Louis City approved the creation of the District;

WHEREAS, the District was formed to undertake the development, operation and maintenance of a public system of interconnecting trails and parks throughout the areas and counties comprising the District (the “District’s Mission”);

WHEREAS, in furtherance of the District’s Mission, and in accordance with the Bylaws of the District, the District adopted “Building the River Ring” as the Regional Plan for the District, and which contains the comprehensive plan of the District, its existing and proposed interconnecting greenway, park and trail projects, and any proposed land acquisitions (the “River Ring Regional Plan”);

WHEREAS, pursuant to the approval of Proposition C and Section 67.1712.1 of the District Act, the governing bodies of St. Louis County, St. Charles County, and St. Louis City imposed a one-tenth of one cent sales tax for the purpose of funding the creation, operation and maintenance of the District;

WHEREAS, the Western and Meramec Greenways are shown as a regional greenway in the River Ring Regional Plan (the “Meramec and Western Greenways”);

WHEREAS, the District desires to extend and improve the River Ring in furtherance of the River Ring Regional Plan by updating wayfinding signage to reflect the District’s signage guidelines (the “Project”);

WHEREAS, the 2024 GRG 1/10 Capital Budget was approved by the District pursuant to Resolution 2023.98;

WHEREAS, the 2024 GRG 1/10 Capital Budget included line item 725H for the Project;

WHEREAS, pursuant to the District’s Procurement Policy and Section 67.1769 of the District Act, the District issued and advertised a request for bids for or in furtherance of the Project and received four (4) responses;

WHEREAS, McGrath & Associates, Inc. was found to be qualified and whose bid is in conformance with Section 67.1769 of the District Act (the “Bid”);

WHEREAS, the District desires to (i) authorize the Chief Executive Officer to approve and accept the Bid; (ii) negotiate and enter into a contract with McGrath & Associates, Inc.; and (iii) take any actions necessary or appropriate to effectuate the same; and

WHEREAS, at a meeting of the Board of Directors of the District (the “Board”), convened at 1:00 pm, on September 10, 2024, at the District Offices at 3745 Foundry Way, St. Louis, Missouri, at which was present a quorum of the Board, the Board took the action further described herein.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE METROPOLITAN PARK AND RECREATION DISTRICT D/B/A THE GREAT RIVERS GREENWAY DISTRICT AS FOLLOWS:

1. The Board authorizes the Chief Executive Officer to approve and accept the Bid.
2. The Board authorizes the Chief Executive Officer to negotiate and enter into a contract with McGrath & Associates, Inc. in an amount not to exceed \$284,584 for the Project.
3. The Board authorizes the Chief Executive Officer or her designees to take such further action, and execute such other documents, certificates and instruments as may be necessary or desirable to carry out and comply with the intent of this Resolution.
4. All actions heretofore taken by the officers, agents, and employees of the District related to the transactions contemplated by this Resolution are hereby ratified and confirmed.
5. The portions of this Resolution shall be severable. In the event that any portion of this Resolution is found by a court of competent jurisdiction to be invalid, the remaining portions of this Resolution are valid, unless the court finds the valid portions of this Resolution are so essential and

inseparably connected with and dependent upon the void portion that it cannot be presumed that the Board would have enacted the valid portions without the invalid ones, or unless the court finds that the valid portions standing alone are incomplete and are incapable of being executed in accordance with the legislative intent.

6. This Resolution shall be in full force and effect immediately from and after its adoption as provided by law.

ADOPTED this 10th day of September, 2024.

METROPOLITAN PARK AND RECREATION DISTRICT D/B/A THE GREAT RIVERS GREENWAY DISTRICT

Monica M. Huddleston, President

ATTEST:

Glenn Powers, Secretary

Vote:

Aye:

Nay:

Abstain:

Absent:

Not Present:

B. That the Board adopt Resolution 2024.78 approving a contract amendment not to exceed \$10,000 with The Rome Group in connection with grant writing services and authorizing other actions as necessary to effectuate the same. - Michelle Bock

WHERE:

SUBPROJECT CODE	GREENWAY	SEGMENT	JURISDICTION(S)
999	Brickline	N/A	St. Louis City

WHO:

STAFF	CONTRACTOR(S), VENDOR(S), PARTNER(S)	TYPE OF SERVICES/AGREEMENT
Michelle Bock	The Rome Group	Contract Amendment

FIRST CONTRACT WITH THIS ENTITY? (YES OR NO)	WHAT ARE THE DBE GOALS FOR THIS PROJECT?	IS THIS VENDOR A REGISTERED DBE OR ON A DBE LIST? LIST ALL THAT APPLY: WBE, MBE, OTHER	IF NOT REGISTERED, DOES THEIR OWNERSHIP REFLECT WOMEN OR MINORITIES? (PLEASE EXPLAIN)
No	N/A	WBE	

PLEASE LIST ANY SUBCONTRACTORS BY NAME, % OF CONTRACT RECEIVED AND DBE STATUS	DOES THIS PROJECT HAVE WORKFORCE GOALS?
N/A	N/A

PROCUREMENT TYPE: RFQ, RFP, BID, VENDOR'S LIST, SOLE SOURCE, OTHER	PROCUREMENT MONTH/YEAR:	IF A CONTRACT RENEWAL, HOW MANY YEARS HAVE PASSED AND ARE LEFT?	# OF PROCUREMENT RESPONSES:
Vendor's List	June 2022	3/0	N/A

PROCUREMENT RESULTS DETAIL (BID RESULTS, SUMMARY OF INTERVIEWS, ETC)

In 2021, Great Rivers Greenway (GRG) issued a Request for Qualifications for Grant Writing. Subsequently, the Foundation received a private donation to fund grant writing in support of Brickline Greenway fundraising. GRG staff decided The Rome Group was the most qualified candidate and subsequently entered into a contract with them under the Chief Executive Officer's signing authority.

WHAT:

ACTION TYPE	AMOUNT OF REQUEST	CURRENT BUDGETED FUNDS AVAILABLE	AMENDMENTS AND/OR SOURCES
Contract Amendment	\$10,000		3rd amendment to contract

OUTSIDE RESOURCES, GRANTS OR IN-KIND SERVICES

N/A

WHEN:

BUDGET YEAR	CURRENT PHASE OF PROJECT	NEXT MILESTONE
2024		

WHY AND/OR HOW:

In 2022, the District entered into a contract for \$50,000 with The Rome Group to assist with grant writing related to Brickline Greenway. The contract was funded with a private donation and fell within the CEO's signing authority. The contract has been amended twice to extend the term through 2023 and through 2024. Nearly the full amount has now been spent. The Foundation has seen significant success in part due to the assistance of The Rome Group and seeks to increase the contract by \$10,000 (bringing the contract value to \$60,000 thus requiring Board approval) to cover potential needs through 2024.

Staff is requesting the Board authorize the Chief Executive Officer to amend the existing contract in the amount of \$10,000.

RELEVANT RESOLUTIONS:

RESOLUTION #	DESCRIPTION

A RESOLUTION APPROVING A CONTRACT AMENDMENT NOT TO EXCEED \$10,000 WITH THE ROME GROUP IN CONNECTION WITH GRANT WRITING SERVICES AND AUTHORIZING OTHER ACTIONS AS NECESSARY TO EFFECTUATE THE SAME.

WHEREAS, the Metropolitan Park and Recreation District d/b/a The Great Rivers Greenway District (the “District”) is a metropolitan park and recreation district authorized under Section 67.1700 to 67.1769 of the Revised Statutes of Missouri, as amended (the “District Act”);

WHEREAS, pursuant to the Clean Water, Safe Parks, and Community Trails Initiative (“Proposition C”), the qualified voters of St. Louis County, St. Charles County, and St. Louis City approved the creation of the District;

WHEREAS, the District was formed to undertake the development, operation and maintenance of a public system of interconnecting trails and parks throughout the areas and counties comprising the District (the “District’s Mission”);

WHEREAS, in furtherance of the District’s Mission, and in accordance with the Bylaws of the District, the District adopted “Building the River Ring” as the Regional Plan for the District, and which contains the comprehensive plan of the District, its existing and proposed interconnecting greenway, park and trail projects, and any proposed land acquisitions (the “River Ring Regional Plan”);

WHEREAS, the Brickline Greenway is shown as a regional greenway in the River Ring Regional Plan (the “Brickline Greenway”);

WHEREAS, the District desires to improve the River Ring in furtherance of the River Ring Regional Plan by working with The Rome Group on fundraising, development and consulting services (the “Project”);

WHEREAS, pursuant to the approval of the Safe and Accessible Arch and Public Parks Initiative (“Proposition P”) and Section 67.1712.2 of the District Act, the governing bodies of St. Louis City and St. Louis County imposed a three-sixteenths of one cent sales tax for the purposes of funding the

operation and maintenance of the portion of the District located within St. Louis City and St. Louis County;

WHEREAS, the 2024 Capital Budget was approved by the District pursuant to Resolution 2023.98 ("Capital Budget");

WHEREAS, the 2024 GRG 3/16 Capital Budget included line item 999 for the Project;

WHEREAS, pursuant to the signing authority granted to the Chief Executive Officer under the District's procurement policy, the Chief Executive Officer entered into a contract with The Rome Group for grant writing;

WHEREAS, the District desires to enter into a contract amendment with The Rome Group in order to amend the compensation under the existing contract;

WHEREAS, the District desires to (i) authorize the Chief Executive Officer to negotiate and enter into a contract amendment with The Rome Group; and (ii) take any actions necessary or appropriate to effectuate the same; and

WHEREAS, at a meeting of the Board of Directors of the District (the "Board"), convened at 1:00 pm, on September 10, 2024, at the District Offices at 3745 Foundry Way, St. Louis, Missouri, at which was present a quorum of the Board, the Board took the action further described herein.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE METROPOLITAN PARK AND RECREATION DISTRICT D/B/A THE GREAT RIVERS GREENWAY DISTRICT AS FOLLOWS:

1. The Board authorizes the Chief Executive Officer to negotiate and enter into a contract amendment with The Rome Group in an amount not to exceed \$10,000.
2. The Board authorizes the Chief Executive Officer or her designees to take such further action, and execute such other documents, certificates and instruments as may be necessary or desirable to carry out and comply with the intent of this Resolution.
3. All actions heretofore taken by the officers, agents, and employees of the District related to the transactions contemplated by this Resolution are hereby ratified and confirmed.
4. The portions of this Resolution shall be severable. In the event that any portion of this Resolution is found by a court of competent jurisdiction

to be invalid, the remaining portions of this Resolution are valid, unless the court finds the valid portions of this Resolution are so essential and inseparably connected with and dependent upon the void portion that it cannot be presumed that the Board would have enacted the valid portions without the invalid ones, or unless the court finds that the valid portions standing alone are incomplete and are incapable of being executed in accordance with the legislative intent.

5. This Resolution shall be in full force and effect immediately from and after its adoption as provided by law.

ADOPTED this 10th day of September, 2024.
METROPOLITAN PARK AND RECREATION DISTRICT
D/B/A THE GREAT RIVERS GREENWAY DISTRICT

Monica M. Huddleston, President

ATTEST:

Glenn Powers , Secretary

Vote:

Aye: _____

Nay: _____

Abstain: _____

Absent: _____

Not Present: _____

8. CLOSED SESSION

A. ENTER INTO CLOSED SESSION

The Board of the Metropolitan Park and Recreation District, d/b/a Great Rivers Greenway, may go into closed session at this meeting if such action is approved by a majority vote of the Board members who constitute a quorum, to discuss legal, confidential or privileged matters under RSMo. §610.021(1); leasing, purchase or sale of real estate under §610.021(2); personnel actions under §610.021(3); specifications for competitive bidding under §610.021(11); sealed bids under §610.021(12); personnel records under §610.021(13); or records under §610.021(14) which are otherwise protected from disclosure by law; or confidential or privileged communications with the District's auditor, including auditor work products under §610.021(17).

TO LEARN MORE ABOUT RSMo. 610, [click here](#).

9. ADJOURNMENT

A. RECONVENE INTO OPEN SESSION

B. ADJOURNMENT