

METROPOLITAN EXPOSITION RECREATION COMMISSION

Resolution No. 17-04

For the purpose of approving and transmitting to the Metro Council budget amendments to the Metropolitan Exposition Recreation Commission (MERC) Fund Approved Budget for fiscal year 2016-17, and requesting amendment of the Capital Improvement Plan (CIP) FY 2016-17

**WHEREAS**, Metro Code 6.01.050 provides that MERC shall annually prepare and approve an annual budget which shall, to the maximum extent permitted by law, consist of one commission-wide series of appropriations; and

**WHEREAS**, MERC previously approved and transmitted to the Metro Council the fiscal year 2016-17 budget for the MERC Fund; and

**WHEREAS**, MERC staff request certain budget amendments to the Adopted Budget for fiscal year 2016-17 for the reasons described in the attached Staff Report.

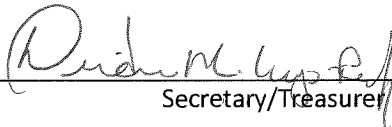
**BE IT THEREFORE RESOLVED THAT,**


1. MERC approves the budget amendments to the MERC Fund for the fiscal year beginning July 1, 2016 and ending June 30, 2017 for inclusion as part of the total Metro budget for this period and approves the requested changes to the CIP as described in the attached Staff Report and Exhibit A.
2. MERC requests that the Metro COO present these amendments to the Adopted Budget to the Metro Council for ratification.

Passed by the Commission on March 1, 2017.

  
Chair

Approved as to Form:  
Alison R. Kean, Metro Attorney

  
Secretary/Treasurer

By:   
Nathan A. S. Sykes, Deputy Metro Attorney

**MERC Staff Report**

**Agenda Item/Issue:** For the purpose of approving and transmitting to the Metro Council a FY 2016-17 Budget and Capital Improvement Plan (CIP) amendment to the MERC Fund.

**Resolution No:** 17-04

**Presented By:** Ben Rowe

**Date:** March 1, 2017

**Background and Analysis:** Throughout the year, the MERC Capital Programs confront many project challenges including but not limited to City of Portland design review decisions, unforeseen longer lead time for material delivery, accelerated time lines for operational demands, labor shortages, scope changes, emergency projects that shift attention away from planned projects and other shifting priorities. The MERC Venues propose the following 32 amendments to their capital projects to accommodate many of the reasons listed above. The proposed amendments do not increase the capital budget in each fund but instead decrease and increase specific project budgets for net zero effect.

**Expo Center**

<b>Fund:</b>	<b>556 – Portland Expo Center</b>
--------------	-----------------------------------

Line Item	Project #	Original Budget	Amendment	Amended Budget
1 - Hall A Carpet and Paint	8R149	125,000	(125,000)	-
2 - Hall A Shore Power	New	-	75,000	75,000
3 - WiFi Upgrade	8R139	25,000	50,000	75,000
4 - Halls D&E Solar	8N064	100,000	(27,877)	71,781
5 - Plastic Folding Stacking Chairs	8R111	25,000	27,877	52,877
<b>Total Requirements:</b>		<b>\$275,000</b>	<b>\$0</b>	<b>\$275,000</b>

1. 8R149 - Hall A Carpet and Paint (\$0) –Hall A roof needs to be repaired before we can undertake refurbishment of the lobby. We wish to reduce this budget to \$0 (-\$125,000) and increase the following two projects combined by \$125,000.
2. New - Hall A Shore Power (\$75,000) – The project scope is to install a new outdoor power junction box to service large outdoor shows at the North end of the campus like Cirque du Soleil, concerts, RV show, etc. This project is in the budget for FY 2017-18; however we need to start earlier the complete the project in time for the Cirque visit.
3. 8R139 - WiFi Upgrade (\$50,000) – WiFi, power and network capabilities need to be extended to the parking booths at the East end of campus. This project is the infrastructure piece to Expo digital signage and dynamic parking pricing which when implemented will be a much needed boon to parking revenues. This project is budgeted in FY 2017-18, however we need to start earlier in order to complete the project in time for the Cirque visit.
4. 8N064 – Halls D&E Solar (\$71,781) - This project was budgeted as a placeholder/contingency in conjunction with the Halls D&E Roof replacement project to investigate and manage the feasibility and design of a solar installation on Halls D&E roofs. This project will still happen in a future year. We wish to reduce the budget for this project by \$28,219 and increase the combined budgets in the following two projects by the same amount.
5. 8R111 – Plastic Folding Stacking Chairs (\$52,877) - This equipment purchase was budgeted over three years (FY15-\$50,000, FY16-\$25,000, FY17-\$25,000) however, we did not purchase chairs in FY 2016, opting to make a combined purchase of the remainder of the chairs in FY 2017. This amendment matches the budget with the over spend in FY 2017. The total expenditures in this project (\$99,997) remain under the total budget for the Project (\$100,000). This change is merely for FY 2017.

## Oregon Convention Center

<b>Fund:</b>	<b>550 – Oregon Convention Center</b>
--------------	---------------------------------------

Line Item	Project #	Original Budget	Amendment	Amended Budget
6 - Cardboard Baler Project	8N067	130,000	(130,000)	-
7 - Loading Dock Improvements	New	-	20,000	20,000
8 - Cooling System design and replacement	New	-	20,000	20,000
9 - Employee Break Room Remodel	New	-	20,000	20,000
10 - Setup Supervisor Office Remodel	New	-	10,000	10,000
11 - Lighting System Controls Consulting and Replacement	New	-	25,000	25,000
12 - NFPA 70 E Arc Flash Assessment and Documentation	New	-	35,000	35,000
13 - OCC Plaza, Entries, and Interiors Remodel	8R082	2,600,000	(10,035)	2,589,965
14 - Administration & Guest Services Area Carpet Replacement	8R159	95,000	8,891	103,891
15 - Engineer Workspace Remodel	8R161	35,000	1,144	36,144
16 - Facility Master Planning	88170	298,560	(10,000)	288,560
17 - Facility Condition Assessment	88171	-	10,000	10,000
<b>Total Requirements:</b>		<b>\$3,158,560</b>	<b>\$0</b>	<b>\$3,158,560</b>

6. 8N067 - Cardboard Baler Project (\$0) - has been moved out to FY 2018-19. We wish to reduce this budget to \$0 (-\$130,000) and increase the following six projects combined by \$130,000.
7. New - Loading Dock Improvements (\$20,000) – This is a new project budgeted in FY 2017-18. The project consists of several safety improvements. This project is budgeted in FY 2017-18; however we wish to begin the project sooner than later.
8. New - Cooling System design and replacement (\$20,000) - This is a new project budgeted in FY 2017-18. We wish to begin the estimating, design and engineering early.
9. New - Employee Break Room Remodel (\$20,000) - This is a new project budgeted in FY 2017-18. We wish to begin the estimating, design and engineering early.
10. New - Setup Supervisor Office Remodel (\$10,000) - This is a new project budgeted in FY 2017-18. We wish to begin the estimating, design and engineering early.
11. New - Lighting System Controls Consulting and Replacement (\$25,000) - This is a new project budgeted in FY 2017-18. We wish to begin the estimating, design and engineering early.
12. New - NFPA 70 E Arc Flash Assessment and Documentation (\$35,000) – This is a new project to comply with a new electrical code. This project was still in the investigative stage when we decided to move the priority up and begin the project early.
13. 8R082 - OCC Plaza, Entries, and Interiors Remodel (\$2,589,865) – This project is budgeted in FY 2017, 2018, & 2019. We will not spend the entire \$2.6 million in the current year and wish to reduce the budget in order to increase the budget on other projects in the current year. We wish to reduce this project budget by \$10,135 to accommodate amendments to the following two projects.
14. 8R159 - Administration & Guest Services Area Carpet Replacement (\$103,991) - The scope of this project was purposely expanded to carpet more area and take advantage of the mobilization conducted in preparation for the project and also to take advantage of the economic pricing of a larger purchase of the carpet.
15. 8R161 - Engineer Workspace Remodel (\$36,144) - This project went slightly over budget 3.3% (\$1,144) this amendment is to match the budget to the over spend.
16. 8R170 – Facility Master Planning (\$288,560) – This project was always linked to its child project the Facility Condition Assessment. We wish to reduce the budget of this project by \$10,000 and increase the budget for the FCA Project 8R171 by \$10,000.

17. 8R171 – Facility Condition Assessment (\$10,000) – This project was always linked to its parent project the Facility Condition Assessment. We wish to reduce the budget of the parent project 8R170 by \$10,000 and increase the budget for the FCA Project 8R171 by \$10,000.

**Portland’s Centers for the Arts**

<b>Fund:</b>	<b>554 – Portland’s Centers for the Arts</b>
--------------	--

Line Item	Project #	Original Budget	Amendment	Amended Budget
18 - Keller Wall Panels	8R145	500,000	(465,000)	35,000
19 - ArtBar Replacement	85108	30,000	170,000	200,000
20 - AHH Winni LED Par Theatrical Fixtures	8R154	15,000	10,000	25,000
21 - AHH - Fire Alarm System	8R093	175,000	50,000	225,000
22 - ASCH - Portland Sign Assessment & Refurbishment	8R099	360,000	200,000	560,000
23 - ASCH Backstage Entry Door Replacement	8R157	30,000	35,000	65,000
24 - AHH - Backstage Elevator Overhaul (R&R)	8R121	235,000	(235,000)	-
25 - AHH FOH Elevator Overhaul (R&R)	8R152	480,000	100,000	580,000
26 - AHH/ASCH/Keller - Elevators Design & Scope	8R100	15,767	135,000	150,767
27 - P5 NMK/Winni FOH Lighting System Overhaul (R&R)	8R153	80,000	(80,000)	-
28 - Winningstad - House Lighting Control & Dimmers	8R090	40,000	80,000	120,000
29 - ACSH Orchestra Shell Rigging	8R092	150,000	(31,050)	118,850
30 - Stagehand Payroll Upgrade	8R088	-	5,593	5,593
31 - Keller Sound Console Replacement	8R021	-	11,827	11,827
32 - Hatfield Hall Brunish Deck Replacement	8R156	25,000	13,630	38,630
<b>Total Requirements:</b>		<b>\$2,135,767</b>	<b>\$0</b>	<b>\$2,135,767</b>

18. 8R145 – Keller Wall Panels – (\$35,000) – This project has been moved out to FY 2019. We will not spend the entire \$500,000 in the current year. We wish to reduce the budget by \$465,000 and increase the following six projects combined by \$465,000.
19. 85108 – ArtBar Replacement – (\$200,000) – The design and engineering for this project is budgeted in FY 2016-17, the construction of this project is budgeted in FY 2017-18. We want to move up the timeline on this and begin the project in earnest in the current year.
20. 8R154 – AHH Winningstad LED Par Theatrical Fixtures – (\$25,000) – We need another \$10,000 to complete this project in the current year.
21. 8R093 – AHH - Fire Alarm System – (\$225,000) – We need another \$50,000 to complete this project in the current year.
22. 8R099 – ASCH - Portland Sign Assessment & Refurbishment – (\$560,000) – The bids for this project came back much higher than expected. To complete the project including safety enhancements, we need the extra \$200,000 in budget.
23. 8R157 – ASCH Backstage Entry Door Replacement – (\$65,000) – Design, engineering and installation increased due to stipulations issued by the City of Portland Historic Review Commission.
24. 8R121 - AHH - Backstage Elevator Overhaul – (\$0) – We wish to reduce the budget of this project by \$235,000 and increase the budgets of the following two projects combined by the same amount.
25. 8R152 – Hatfield Hall Front of House Elevator Overhaul – (\$580,000) – We wish to reduce the budget of 8R121 by \$100,000 and increase the budget of this project to \$580,000.
26. 8R100 - AHH/ASCH/Keller Elevators Design and Scope – (\$150,767) - The proposal for the completion of this work came in much higher than expected. We wish to reduce the budget of 8R121 by \$135,000 and increase the budget of this project by the same amount to \$150,767.

27. 8R153 – Newmark/Winningstad Front of House Lighting System Overhaul – (\$0) - We want to transfer the budget in this project (\$80,000) to 8R090. Both are Lighting projects and the focus in the current year needs to be on 8R090.
28. 8R090 - Winningstad - House Lighting Control & Dimmers – (\$120,000) - This project is budgeted in FY 2017 and FY 2018. We need to increase the budget in the current year to accommodate the lengthy lead times for material delivery in order to complete the project in FY 2018.
29. 8R092 – ACSH Orchestra Shell Rigging – (\$118,850) - The strategic direction of this project changed mid-planning. We wish to reduce this budget by \$31,150 and increase the following four projects by the same amounts combined.
30. 8R088 – Stagehand Payroll Upgrade – (\$5,593) - This project began in FY 2015. The entirety of the project was expected to be complete in FY 2016. This year’s efforts are the final touches on the new system. The total spending on this project from inception is still under the total original budget of \$50,000.
31. 8R021 –Keller Carpet Stairwells – (\$11,827) - When this project was started in FY 2014, the contractors were not able to complete all of the scope of work. There was not a time slot available in FY 2016 to complete the work because we were so busy. The expenditures in FY 2017 complete the original scope of work.
32. 8R156 – Hatfield Hall Brunish Deck Replacement – (\$13,630) - This project went over budget. This amendment matches the budget to the over spend.

**Fiscal Impact:** This action will amend the FY 2016-17 Adopted Budget subtracting and adding the amounts listed above among the appropriate capital project line items.

**Recommendation:** Staff recommends the Metropolitan Exposition Recreation Commission adopt Resolution 17-04.