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# **MERC Commission Meeting**

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May 3, 2017  
12:30 pm

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Oregon Convention Center  
777 NE MLK Jr. Blvd  
Rooms C121,122

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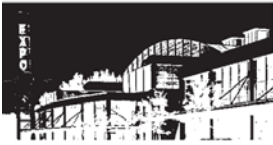
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**ការបង្កើនសិទ្ធិស្មោះត្រង់** Metro  
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[www.oregonmetro.gov/civilrights](http://www.oregonmetro.gov/civilrights)  
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600 NE Grand Ave.  
Portland, OR 97232  
503-797-1780

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## Metro | *Exposition Recreation Commission*

### **REVISED** Agenda

Meeting: Metro Exposition Recreation Commission Meeting  
Date: Wednesday, May 3, 2017  
Time: 12:30 – 2:30p.m.  
Place: Oregon Convention Center, C121-122

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#### **CALL TO ORDER**

- |              |            |   |   |
|--------------|------------|---|---|
| <b>12:30</b> | <b>1.</b>  | <b>RECOGNITION OF TERRY GOLDMAN</b>   | <b>All</b>  |
| <b>12:45</b> | <b>2.</b>  | <b>QUORUM CONFIRMED</b>   |   |
| <b>12:46</b> | <b>3.</b>  | <b>ACTION AGENDA</b>  |   |
|              | <b>3.1</b> | <b>Resolution 17-12:</b> For the Purpose of Electing the Metropolitan Exposition Recreation Commission (MERC) Vice Chair for the remainder of Fiscal Year 2016-17   | <b>Karis Stoudamire-Phillips</b>                          |
|              | <b>3.2</b> | <b>Resolution 17-13:</b> For the purpose of approving Work Order 2 'OCC Interior Renovations and Improvements Design Services' generated by the Price Agreement Contract with LMN Architects and authorizing the General Manager of Visitor Venues to execute the Work Order with LMN             | <b>Brent Shelby</b>                                       |
|              | <b>3.3</b> | <b>Resolution 17-14:</b> 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 | <b>Ben Rowe</b>   |
|              | <b>3.4</b> | <b>Resolution 17-15:</b> 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 2017-18  | <b>Ben Rowe</b>   |
|              | <b>3.5</b> | <b>Resolution 17-16:</b> For the purpose of approving the purchase of roofing materials for the Portland Expo Center through an interstate cooperative procurement agreement  | <b>Matthew P. Rotchford</b>                               |
| <b>1:15</b>  | <b>4.</b>  | <b>CONSENT AGENDA</b> <ul style="list-style-type: none"><li>Record of MERC Actions, April 5, 2017</li></ul>   |   |
| <b>1:20</b>  | <b>5.</b>  | <b>OPPORTUNITY FOR PUBLIC COMMENT ON NON-AGENDA ITEMS</b>   |   |
| <b>1:25</b>  | <b>6.</b>  | <b>COMMISSION/COUNCIL LIAISON COMMUNICATIONS</b>  | <b>Karis Stoudamire-Phillips, Sam Chase</b>               |
| <b>1:30</b>  | <b>7.</b>  | <b>GM COMMUNICATIONS</b>  | <b>Scott Cruickshank</b>                                  |
| <b>1:35</b>  | <b>8.</b>  | <b>FINANCIAL REPORT</b>   | <b>Ben Rowe</b>   |
| <b>1:40</b>  | <b>9.</b>  | <b>VENUE BUSINESS REPORTS</b>   | <b>Robyn Williams, Matthew P. Rotchford, Matt Pizzuti</b> |

**ADJOURN**

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# **MERC Commission Meeting**

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May 3, 2017  
12:30 pm

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3.0 Action Agenda

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**METROPOLITAN EXPOSITION RECREATION COMMISSION**  
**Resolution No. 17-12**

For the Purpose of Electing the Metropolitan Exposition Recreation Commission (MERC) Vice Chair for the remainder of Fiscal Year 2016-17.

**WHEREAS**, Commissioner Terry Goldman resigned from MERC on April 6, 2017; and

**WHEREAS**, Commissioner Goldman held the MERC Vice Chair position for a term ending on June 30, 2017; and

**WHEREAS**, the MERC By-Laws state in Section Two; Subsection 7, Vacancies: Should the offices of Chair, Vice Chair, or Secretary-Treasurer become vacant, MERC shall elect a successor from its membership at or before the next regular meeting or a special meeting and such election shall be for the unexpired term of such office; and

**WHEREAS**, MERC has nominated and elected Commissioner Judie Hammerstad to serve as the Vice Chair for the remainder of the term of office which expires on June 30, 2017.

**BE IT THEREFORE RESOLVED** that the appointment of Commissioner Judie Hammerstad as MERC Vice Chair is hereby confirmed.

Passed by the Commission on May 3, 2017.

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

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Chair

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Nathan A. S. Sykes, Deputy Metro Attorney

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Secretary-Treasurer

**METROPOLITAN EXPOSITION RECREATION COMMISSION  
RESOLUTION NO. 17-13**

For the purpose of approving Work Order 2 “OCC Interior Renovations and Improvements Design Services” generated by the Price Agreement Contract with LMN Architects and authorizing the General Manager of Visitor Venues to execute the Work Order with LMN.

**WHEREAS**, the Oregon Convention Center (OCC) requires a renovations and improvements to the interior of the facility to coincide with the proposed Convention Headquarters Hotel; and

**WHEREAS**, the Metropolitan Exposition Recreation Commission (MERC) approved in Resolution 16-25 “Facility Interior Finishes Master Plan-Consulting and Design Services” an amendment to the contract with LMN in order to create a price agreement to provide all phases of design development for interior and exterior remodeling and renovation projects at OCC; and

**WHEREAS**, MERC has the authority to approve certain contracts for MERC facilities under Metro Code Section 2.04.040;

**WHEREAS**, cPMO staff has worked with LMN architects to develop Work Order scope, fee and schedule for Architectural and Engineering Design, Documentation and Construction Administration services for interior renovation and improvements; and

**WHEREAS**, MERC staff recommend approval of Work Order 2 for Interior Renovations and Improvements Design Services in an amount not to exceed \$2,870,642.00 under the terms and conditions of the approved LMN Professional Design Services Contract and the terms and conditions contained in the Work Order attached hereto.

**BE IT THEREFORE RESOLVED** as follows:

1. MERC approves Work Order 2 in an amount not to exceed TWO MILLION EIGHT HUNDRED SEVENTY THOUSAND SIX HUNDRED FORTY-TWO and 00/100 DOLLARS (\$2,870,642) for interior renovation and improvements design services under the price agreement contract with LMN Architects; and
2. MERC delegates authority to the General Manager of Visitor Venues to execute Work Order 2 in a form substantially similar to the attached Exhibit A.

Passed by the Commission on May 3, 2017

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

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**Chair**

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**Secretary/Treasurer**

**By:**  

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**Nathan A. S. Sykes, Deputy Metro Attorney**

## Work Order No. 2

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**WORK ORDER NO. 02****MERC CONTRACT NO. 306000**

This Work Order No. 2 is issued under the Amendment for Design Services Price Agreement, Metro Contract No. 30600 (hereafter, the "Master Agreement") between Metropolitan Exposition Recreation Commission (MERC), an appointed commission of Metro, and LMN Architects, hereinafter referred to as "Consultant." The Master Agreement provides that all work orders be governed by the terms and conditions of the Standard Form Professional Design Services Contract, except that certain terms of said contract may be removed or modified by project work order. The Standard Form Professional Design Services Contract is modified by this Work Order No. 2 as follows:

### ARTICLE 1

#### Work Order No. 2 Information

1.1 Term. This Work Order shall become effective on the date that the Work Order is fully executed by the Parties. No work shall be performed under the Work Order prior to the effective date. This Work Order shall expire, unless otherwise terminated or extended, on June 30, 2022. Passage of the Contract expiration date shall not extinguish, prejudice, or limit either Party's right to enforce this Work Order with respect to any default or defect in the performance that has not been corrected.

1.2 Work Order No. 2 Project Information.

1.2.1 Project Name: Oregon Convention Center Plaza, Entries and Interiors

1.2.2 General Project Description: Renovations and improvements to existing interior spaces at the Oregon Convention Center. The Scope of Work is set out in more detail in Work Order No. 2 Exhibit A.

1.2.3 Construction Cost Budget: \$21.4 million for interior renovation work.

1.2.4 Design Schedule: February 20, 2017 – April 30, 2018 (Including plaza design—Work Order 1.)

1.2.5 Unchanged

1.3 Metro's Anticipated Design and Construction Schedule.

1.3.1 Design Phase Milestone Dates: Schematic Design by June 2017; Design Development by January 2018; Construction Documents by April 2018

1.3.2 Start of Construction: July 2018

1.3.3 Substantial Completion: May 1, 2019

1.4 Unchanged.

1.5 Contract Documents. For purposes of this Work Order No. 2, the Contract Documents consist of:

1.5.1 This Work Order No. 2 and Scope of Work

1.5.2 Exhibit A. Consultant's Work Order No. 2 proposal dated April 18, 2017

## Work Order No. 2

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**WORK ORDER NO. 02**

**MERC CONTRACT NO. 306000**

1.5.3 The terms of the Master Agreement and all terms of the Master Agreement Attachment A "Standard Form Professional Design Services Contract" not otherwise modified herein.

1.5.4 Exhibit B. Consultant and sub-consultant rates for additional services.

1.6 Order of Precedence. In the event of any apparent or alleged conflict in the Contract documents, such conflict shall be resolved in the order of precedence listed in Section 1.5, except that any subsequent amendments to Work Order No. 2 approved by both Parties shall take precedence over the documents listed in Section 1.5 and one another by date, latest first. No other Work Order executed under the Master Agreement may be interpreted to amend the terms of this Work Order No. 2, or take precedence over it or contradict its terms.

. . .

### ARTICLE 7

#### Payment and Billing

7.1 Contract Price. Consultant shall perform the Services described in this Contract for a maximum price not to exceed TWO MILLION EIGHT HUNDRED SEVENTY THOUSAND SIX HUNDRED FORTY-TWO and 00/100 DOLLARS (\$2,870,642.00). The Contract Price includes all fees, costs, and expenses of whatever nature. Nothing in this Contract requires MERC to pay for work that does not meet the Standard of Care or other requirements of the Contract. The actual amount paid to Consultant may be less than this amount.

IN WITNESS TO THE ABOVE, the following duly authorized representatives of the parties referenced have executed this Work Order No. 2.

CONSULTANT

METROPOLITAN EXPOSITION RECREATION  
COMMISSION

LMN Architects

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name and Title

\_\_\_\_\_  
Printed Name and Title

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

**APPROVED AS TO LEGAL FORM**

\_\_\_\_\_  
General Counsel

April 18, 2017

Mr. Brent Shelby  
Senior Project Manager  
Metro Property and Environmental Services  
600 NE Grand Avenue  
Portland, Oregon 97232-2736

Re: Oregon Convention Center Interior Renovations Proposal – REV 1

Dear Brent:

We at LMN are pleased to have the opportunity to continue to provide design services in support of renovations and improvements to the Oregon Convention Center. This letter constitutes our revised fee proposal for design services for the interior renovations scope at the convention center inclusive of schematic design, design development, construction documents, bidding, and the construction administration phases. This a revision to the March 17<sup>th</sup> 2017 proposal and includes additional scope and related fee adjustments based on follow up meetings with Metro and OCC staff clarifying additional Mechanical, AV and Low Voltage scope along with renovations to the existing Cucina Rosso and Orbit Café retail spaces.

## PROJECT DESCRIPTION

This project consists of renovations and improvements to the existing interior spaces as defined in the attached Interior Renovations Scope document (April 13, 2017). This scope document is based on the direction received during the team meeting with our team, Metro and the OCC staff on February 16<sup>th</sup> 2017 at conclusion of the scope confirmation phase and follow up meetings and phone conversations.

The delivery method for this work is anticipated to be a CM/GC (Construction Manager / General Contractor) process, with selection of the CM/GC anticipated to occur prior to the completion of schematic design.

The extent of the improvements is described in more detail in the attached scope document, but consist of the following scope areas:

1. MLK & Holladay Lobbies
2. Oregon Ballroom Pre-function
3. Oregon Ballroom
4. Oregon Ballroom Bathrooms (included 2 adjacent to the A meeting rooms)
5. Exhibit Hall Entries (A, B & C)
6. Exhibit Halls A, B & C Pre-function
7. Meeting Rooms A, B & C Pre-function
8. Meeting Rooms A, B & C
9. Lower Level Connection (between exhibit hall pre-function and Ginkoberry concourse)
10. Ginkoberry Concourse
11. Expansion Carpet
12. Additional Functional Support Space
13. Retail Areas (Cucina space only in this fee proposal)

## **SCOPE OF SERVICES**

Design services will include architectural design and services by disciplines identified in this proposal as subconsultants to LMN. These scopes of services can generally be described as including:

- Design of interior improvements as determined in previous meetings with the OCC during the scope confirmation phase.
- Selection of materials and required systems for defined scope areas.
- Documentation of the design in drawings and specifications suitable for, permitting, bidding and construction;
- Services that occur in the following phases: schematic design, design development, construction documents, bidding and construction administration;
- Design meetings with the Owner;
- Design team coordination meetings;
- Cost estimates at the conclusion of the following phases: schematic design and design development and construction documents. Depending on coordination with the selected CM/GC, our design team estimate may occur at the 60% completion of construction documents.
- Assistance in acquiring building permit approvals;
- Sustainable design consulting to guide the project for consistency with the owner's sustainability goals.

The intent of this proposal is to provide some additional clarity on the scope of services for this work order, it is understood that where unintended conflicts with specific deliverables occur between this proposal and our contract, the contract will govern.

Identification of firms that are included in the design team and responsibilities of those firms are briefly described as follows:

### **Architecture**

LMN Architects are the prime architect and responsible for issuing the architectural design and documentation for the interior improvements. We will prepare drawings and other materials (and oversee our consultant's drawings and materials) for communicating the design intent to the Owner and owner identified project stakeholders as well as for construction purposes. We will manage the design team, coordinate the work of our design consultants, and be the primary interface for the design team with the Owner, and the Owner's project manager. We are partnered with the architectural firm of Merryman Barnes Architects Inc. (MBA). MBA will act on our behalf as the main contact with the agency having jurisdiction and will lead the building permitting process with LMN preparing the necessary documentation. MBA will also be providing building code consulting and will assist LMN with certain building verification tasks, design documentation in specific scope areas along with assistance during the construction administration phase. LMN will prepare documentation of the architectural design and coordinate the documentation by the design team consultants.

### **Structural Engineering**

Structural engineering will be provided by Magnusson Klemencic Associates (MKA).

Structural engineering will include design and documentation of the following scope areas:

- Oregon Ballroom – provide structural analysis, design and detailing associated with the new ballroom ceiling and additional rigging points.
- Lower Level Connection – Provide structural analysis, design and detailing associated with the reconfiguration of the interior structural elements supporting the lobby level

- structure. Provide structural analysis, design, and detailing associated with the stairway that connects the MLK lobby level to the lower Ginkoberry concourse.
- Additional Functional Space - Provide structural analysis, design, and detailing associated with the lower level additional excavated area, beneath the plaza, adjacent to the existing kitchen. It is understood that while this is currently the ideal programmatic location, the design team will explore other locations where this additional functional space could occur as an alternative to excavating beneath the plaza.
- Miscellaneous – Provide structural assistance as required for minor miscellaneous architectural elements in support of the interior improvements.

### **Mechanical/Electrical/Data/Plumbing and Fire Protection Engineering**

Glumac will be responsible for the design and documentation of mechanical, electrical, plumbing, fire protection and low voltage/data systems (including lighting control) for the interior improvements. The following is a detailed description of the MEP/LV/FP scope:

#### **Mechanical**

- Reuse existing diffusers and duct distribution in places where ceilings remain and as outlined within the Interior Renovations Scope Package.
- Provide new diffusers and duct distribution in selected areas where ceilings are replaced and as outlined within the Interior Renovations Scope Package.
- Upgrade the exhaust within the in-scope restrooms that currently do not meet code requirements.
- Document duct cleaning locations as part of remodel scope. Typically, in areas of new ceiling finishes.
- Except where noted above, it is assumed all HVAC equipment (air handlers, chillers, VAV boxes, etc) are in good working order and do not require mechanical engineering services to determine proper service of the existing spaces. Mechanical engineering to modify or improve air changes or capacity servicing the spaces is not part of this scope of work.
- Cucina Rossa Retail space - Current assumption for this space is that it will be minor MEP/LV scope limited to relocation of systems, similar to meeting room scope. Existing kitchen equipment will remain in existing location with existing services.
- Orbit Café – Current assumption is a full kitchen replacement to back of house areas and a complete remodel of the front of house areas (without kitchen equipment). It is assumed that the services to the spaces are adequate for proposed improvements.

#### **Plumbing**

- Provide strategic reconfiguration of the existing Ballroom Restrooms, including the addition of at least two (2) new water closets (in adjacent new family restrooms), and including the relocation of the existing water closets (including carriers) to accommodate the new water closet locations (height), as outlined within the Interior Renovations Scope Package. Ballroom Restroom renovations do not include any reconfigurations of the urinal or lavatory locations, only the water closets.
- Provide for the design of new floor drains and trap primers within the existing Ballroom restrooms if they do not currently exist.
- Provide design of two (2) new restrooms located adjacent to the A meeting rooms.

#### **Sprinklers**

- Re-distribution of heads to coordinate with new ceiling layouts. It is assumed that existing sprinkler heads meet current code requirements; any sprinkler system design will be bidder provided.



#### Fire Alarms/Strobes

- Fire Alarm Scope of Work as described in the interior renovations scope package. It is our understanding that the OCC has been in the process of upgrading the existing FA system. New areas of renovation will be upgraded to include emergency notification standards. To be most efficient with the effort, our assumption is that our design team will be able to interact with the existing FA vendor to help inform the specific scope required to upgrade these areas.

#### Lighting Design

- HLB will provide completed lighting design for all spaces, front of house as well as back of house. Refer to HLB's scope of work for detail
- Glumac will provide circuiting for all new light fixture locations.

#### Emergency Lighting Design

- Based upon HLBs lighting for the spaces, Glumac will provide circuiting of the emergency lighting and document the emergency lighting to meet the code requirements.

#### Lighting Controls:

- Glumac will design, specify (with HLB's input/recommendations), detail and document the lighting controls scope and as outlined within the Interior Renovations Scope Package.

#### Electrical

- The electrical Scope of Work includes the relocation of existing devices as outlined within the Interior Renovations Scope Package, as well the addition of various convenience outlets within new construction/walls for charging of cell phones, laptops, etc. Possible additional outlets in the redesigned Oregon ballroom ceiling.
- Within the Ballroom Restroom, existing hand dryers will remain in their current location and require no electrical work.
- All new outlets assume that adequate power exists to service scope areas and new capacity is not required. Electrical engineering to provide additional capacity to the spaces is not in the current scope of work.
- Cucina Rossa Retail space - Current assumption for this space is that it will be minor MEP/LV scope limited to relocation of systems, similar to meeting room scope. Existing kitchen equipment will remain in existing location with existing services.
- Orbit Café – Current assumption is a full kitchen replacement to back of house areas and a complete remodel of the front of house areas (without kitchen equipment). It is assumed that the services to the spaces are adequate for proposed improvements.

#### Distributed Antenna System (DAS)

- Currently there is no DAS Scope of Work within the Interior Renovations Scope Package.

#### Mass Notification

- Currently there is no Mass Notification Scope of Work within the Interior Renovations Scope package

#### Security Systems

- Currently there is no CCTV/Camera Scope of Work within the Interior Renovations



Scope Package beyond reinstallation of existing cameras at renovated ceiling areas or adding new cameras to the existing system.

- Add access control at A, B & C meeting rooms and Oregon ballroom entry doors.

#### Audiovisual

- The Audiovisual Scope of Work is limited to providing capability of having background music in spaces defined within the interior renovations scope package. The scope of work assumes extending existing systems and not providing front end equipment or design.

Data scope is limited to reinstallation of existing data outlets in scope renovation areas.

#### Lighting Design

HLB Lighting Design will design the lighting in both front of house and back of house areas as described in the Interiors Renovation Scope Package. The scope of the lighting improvements for new ceiling areas will be designed to the allowances described in the scope document; new lighting areas will also have a new lighting control system.

Evaluation of the existing lighting control system has not been undertaken by our design team. It is assumed that the existing lighting control system is functioning properly and can be added to or modified to accommodate the new lighting and lighting control scope areas and function properly for OCC operations. A replacement of the entire existing lighting control system is outside of the existing scope of work.

For existing ceiling areas, it is assumed that existing light fixtures will be replaced one for one with a newer fixture, the existing controls system supporting these light fixtures is assumed to be functioning properly and will not be modified or replaced in this scope of work.

#### Cost Estimating

The cost estimator will be Rider Levett Bucknall (RLB). RLB will prepare detailed cost estimates for the interior improvements at the schematic design, design development and construction documents phases. Their scope assumes parallel estimating at the SD, DD and CD phase with the CM/GC followed by a period of reconciliation. Both RLB and the selected CM/GC will work to jointly agree on an estimating format.

The responsibility for estimating the design work to confirm the construction budget will transfer from the design team to the CM/GC during the CD phase, with RLB providing a parallel estimate during the CM/GC's CD estimate period. Current scope accommodates a single CD estimate by our cost estimator, additional estimating or peer review of the CM/GC's MACC by our cost estimator would be additional services.

We are anticipating a 2-week period for each estimating exercise followed by reconciliation with the CM/GC's estimate.

#### Signage & Wayfinding

Signage and wayfinding design for the interior improvements will be led by Mayer/Reed Inc. Though the current architectural scope addresses only certain public areas as described in Interior Renovations Scope Package, it is assumed that no new signage will be required for the added retail spaces, existing retail ID signs will remain or be relocated. Mayer/Reed's design efforts will address the entire signage and wayfinding system for public areas; planning for



future implementation as additional work scope areas are funded. Services for planning and design includes the following types of signs for public areas except where noted:

- Building Entry Identity, Garage – building identity at entries to the elevator lobbies from each parking level
- Suspended Directional
- Freestanding Directional
- Wall-mounted Directional
- Static Directory
- Dimensional Room Identity
- Flag-mounted Room Identity
- Tactile Room Identity – ADA required room ID signs. Includes Restroom ID.
- Freestanding Digital Information Kiosks. Our team will specify the type of monitors, and the assembly will have power and data to it. Programming of content for the monitors is by others and not part of our design scope.
- Wall-mounted Digital Information Kiosks. Our team will specify the type of monitors, and the assembly will have power and data to it. Programming of content for the monitors is by others and not part of our design scope.
- Digital Ballroom Schedule – Monitors located at ballroom entries and integrated with door surround details and other signage. Our team will specify the type of monitors, and the assembly will have power and data to it. Programming of content for the monitors is by others and not part of our design scope.
- Digital Meeting Room Schedule. Monitors located at meeting room entries and integrated with door surround details and other signage. Our team will specify the type of monitors, and the assembly will have power and data to it. Programming of content for the monitors is by others and not part of our design scope.
- Freestanding Digital Information Displays (exterior) – Based on meetings during the scope confirmation phase, our understanding is that the hardware on the existing digital information signs is near the end of their useful life. Our team will explore possible locations for a new digital information display sign.

### **LEED Administration**

Green Building Services (GBS) will be providing LEED administration services for this project. While this project will not receive a LEED certification independent of the building's O+M certification, it is important that the design and construction emphasize resource efficiency in line with OCC's goals. In addition to meeting OCC's overarching sustainability goals, there are points the project may be eligible for related to facility alterations and additions. GBS' scope includes overseeing these efforts and ensuring the team has the tools in place to complete this work.

### **Acoustics**

Stantec will be providing acoustic engineering services for this project. The following architectural acoustics analysis is included in this scope of work:

For interior acoustic issues, scope includes the preparation of preliminary and final acoustical designs relating to surface treatments for meeting room and ballroom spaces. Where warranted, lobby spaces will be evaluated to ensure finish improvements do not negatively impact the existing acoustic qualities of the space.

For sound transmission between adjacent spaces (areas of new wall construction only), appropriate acoustic assemblies will be recommended for evaluation by the team. It is not anticipated that existing wall assemblies require upgrades to improve sound transmission.



The exception being the walls between the A, B & C meeting rooms and the BOH corridor. It is anticipated that door upgrades may address this issue. The condition will be evaluated during the design phases.

Mechanical System Noise and Vibration Control - for this scope of work only minor changes to the HVAC systems are expected, therefore beyond just minor reviews, no significant acoustic analysis of HVAC equipment is anticipated in this scope of work.

### **Food Service**

Bargreen Ellingson will be providing food service consulting for this project. Their scope will consist of Food service design and equipment selection and specification for the Cucina Rossa and Orbit Café retail spaces per the scope outline on the attached scope document. The loaded construction costs for each item are assumed to be \$361,338 for Cucina and \$722,675 for the Orbit Café. It is understood that the final scope and cost for each space will be confirmed during schematic design. If the final scope for these spaces exceeds the assumptions in this proposal, additional services for the design team to perform the work may be required.

## **1 - Design Team Management and Coordination**

Consultant's project manager is expected to prepare for, attend, and facilitate all project meetings and make presentations consistent with agreed upon design schedule. Consultant shall hold project coordination meetings to maintain project progress as required during the design phases; these meetings typically occur every 3-5 weeks depending on the project phase and requirements to keep owner and consultant team properly informed and coordinated. For estimating purposes, a total of twelve (12) meetings with Metro and OCC team are anticipated, length to be determined by planned agenda. Consultant shall provide a detailed agenda to Metro's project manager at least two days prior to each meeting, which state project issues to be addressed to maintain the project's scope and schedule. Consultant shall be responsible for scheduling project team meetings and preparing and distributing agendas, communicating action items and preparing and distributing meeting minutes during design phases.

Consultants Design Team Management Responsibilities include:

- Management, coordination and direction to the project team to complete the project on time and within budget.
- Provide effective and efficient communication with Metro's project manager.
- Provide monthly schedule updates as appropriate.
- Prepare monthly invoices with project progress reports if warranted. Invoices will include a summary by phase showing amount budgeted, amount spent during invoice period, amount spent to date, percent spent to date, and percent complete.
- Review all documents and submittals to provide quality control.

Deliverables shall include:

- ▶ Regular communication by memo, email, and/or by phone.
- ▶ Project Schedule within the first week following execution of this Work Order.
- ▶ Monthly schedule updates with progress reports as needed to keep ownership team informed.
- ▶ Monthly invoices.
- ▶ Coordination of and attendance at scheduled team meetings. All owner update meetings are to be held at the Oregon Convention Center; depending on the planned agenda, LMN will attend either in person or via web based meeting; whichever option best supports the project progress and owner's need for LMN's presence. Meetings will include required consultants to support the meeting agenda. The design process,



- schematic design through construction documents, is expected to last eleven (11) months.
- ▶ Meeting agendas at least two (2) days prior to each meeting.
  - ▶ Meeting minutes and action items within five (5) days of each meeting.

## **2 - Land Use and Design Review Process**

Since the scope of the work is limited to interior improvements, no land use or design review process will be required.

## **3 - Schematic Design**

Consultant shall advance the concept design and prepare design documents to clearly communicate the project design intent based on the defined scope and construction cost estimate. Design team will meet periodically with owner (every 2-3 weeks) to review progress and receive design feedback on the schematic development. Each milestone submittal is predicated on Metro approval of the prior milestone submittal. Each Metro milestone review is assumed to be completed within a period of ten (10) working days from receipt of the milestone submittal documents. To ensure continuity of understanding between the parties throughout the design process, Consultant shall review drafts of all deliverables with the Metro project manager prior to submission of finalized documents. Metro project manager shall submit a written comment log to Consultant at the end of each Metro review period. Each stage of the design process will incorporate new findings and comments received from Metro. To accommodate a desired completion date for design documents, Metro review period of the SD documents may need to occur during the 2-week estimating period at the end of the phase to help maintain schedule goals. This will be confirmed once a construction schedule has been further developed with the selected CM/GC.

The following parameters must be incorporated in the design:

- Design will take into account the programmatic requirements of the client and user group.
- Design will take into consideration long-term operation and maintenance efficiencies.
- Design to take advantage of any reuse and salvage materials during construction.
- Design will incorporate sustainable design elements and materials into the project; achievable sustainability goals will be review and established during this phase.
- Collaborate with the CM/GC on constructability reviews and cost estimating exercises.

Consultant shall provide, at a minimum:

- Provide plans, sections, elevations, and appropriate 3D representative sketch renderings to communicate the schematic design intent.
- Provide outline specifications
- Provide schematic level design drawings (plans, sections, elevations and concept renderings) submittal for review by stakeholders for schematic design completion.
- Provide a schematic design construction cost estimate prepared by the team cost estimator.

SD Deliverables shall include:

- ▶ Final SD drawings, Specifications, and cost estimate
  - One (1) set of SD documents, to include: one (1) full-sized hard copy, one (1) PDF file



- Specification hard copy , (1) PDF file
- Cost estimate, one (1) hard copy.

#### **4 - Design Development**

Consultant shall advance the approved schematic design and prepare design development documents to clearly communicate the project design intent. Each milestone submittal is predicated on Metro approval of the prior milestone submittal. Each Metro milestone review is assumed to be completed within a period of ten (10) working days from receipt of the milestone submittal documents. To ensure continuity of understanding between the parties throughout the design process, Consultant shall review drafts of all deliverables with the Metro project manager prior to submission of finalized documents. Metro project manager shall submit a written comment log to Consultant at the end of each Metro review period. Each stage of the design process will incorporate new findings and comments received from Metro. Metro review period of the DD documents may need to occur during the 2-week estimating period at the end of the phase to help maintain schedule goals. This will be confirmed once a construction schedule has been further developed with the selected CM/GC.

The following parameters must be incorporated in the design:

- Development of the design to be consistent with previously approved design direction, project scope, approved construction costs and supplemental owner direction during this phase.
- Design specifications shall be compatible with Metro's general and supplementary conditions for construction.
- Where feasible, the design will incorporate sustainable design elements and materials consistent with the facilities sustainability goals and existing LEED EB certification.
- Collaborate with the CM/GC on constructability reviews and cost estimating exercises

Consultant shall provide, at a minimum:

- Provide plan, section, elevation, and detail drawings to communicate the design intent and respond to comments received on previous schematic design review. Updated sketch renderings produced as part of the design process, final finished renderings would be considered additional service.
- Provide specifications consistent with design development level of resolution.
- Provide design development level design drawings (plans, sections, elevations and design level renderings) submittal for review by stakeholders for design development completion.
- Provide a design development construction cost estimate prepared by the team cost estimator.

DD Deliverables shall include:

- Final DD drawings, Specifications, and cost estimate
  - One (1) set of DD documents, to include: one (1) full-sized hard copy, one (1) PDF file
  - Specification hard copy , (1) PDF file
  - Cost estimate, one (1) hard copy.

#### **5 - Construction Documents (90% and 100% design)**

Consultant shall provide final stamped and signed construction documents suitable for bid and construction at the 100% milestone submittal. The 100% CD set will be the basis of the



CM/GC's GMP. Our team is assuming a single bid package that will be separated into desired individual bid packages by the CM/GC.

Consultant shall prepare design and construction documents to implement design. Each milestone submittal is predicated upon Metro approval of the prior milestone submittal. Each Metro milestone review is assumed to be completed within a period of ten (10) working days from receipt of the milestone submittal documents. To ensure continuity of understanding between the parties throughout the design process, the Consultant shall review drafts of all deliverables with the Metro Project Manager prior to submission of finalized documents. Metro project manager shall submit a written comment log to Consultant at the end of each Metro review period. Each stage of the design process will incorporate new findings and comments received from Metro.

Consultant shall provide, at a minimum:

- Final construction documents will meet all applicable current Metro, City of Portland, State and Federal development codes and conditions of approval.
- Materials specified will be new and installed in accordance with the appropriate codes, regulations and industry standards, including materials utilizing recycled content per Metro Executive Order 47.
- Design specifications shall be compatible with Metro's general and supplementary conditions for construction.
- Design specifications will require the construction consultant to make submittals for all relevant materials to be used in the installation.
- Provide plan, section, elevation, and detail drawings as necessary to communicate the design intent and to address each item on the final list of improvements from the previous review comments.
- Provide complete engineering for any structures that are part of the final design package including stamped drawings and calculations where required.
- Provide design documents & construction specifications at 90% milestone submittal for cost estimating and owner review purposes. Once the CM/GC is selected, we will jointly review timing of CD estimate and may decide on a 60% estimate in lieu of the 90% CD estimate. The design team's fee includes one estimating period during the CD phase. If estimating happens at 60% CDs, we will provide a 90% CD owner review set.
- Collaborate with the CM/GC on constructability reviews and cost estimating exercises, the responsibility for estimating the design work to confirm the construction budget will transfer from the design team to the CM/GC during the CD phase, with RLB providing a parallel estimate during the CM/GC's CD estimate period.
- Provide complete and fully coordinated design documents & construction specifications at 100% milestone submittal incorporating owner review comments and any modifications from the CD cost estimating exercises. The CM/GC will be providing their GMP price from the 100% CD drawing submittal.

CD Deliverables shall include:

- 90% Plans, Specifications, (for CD estimate and Owner review)
  - One (1) half sized hard copy and one PDF set of plans and details
  - PDF of specifications
- 100% Bid Plans, Specifications,
  - One (1) set of final construction documents, to include: one (1) full-sized hard copy, one (1) PDF file and one (1) DWG CAD file
  - Final specification hard copy in both MS word and PDF file formats

## **6 - Permitting Assistance**



Consultant shall provide the following services to obtain the necessary building permits and AHJ approvals for the project:

- Attend pre-application conference with applicable authorities having jurisdiction.
- Provide required plans for submitting for the building permit.
- Unless otherwise specified by Metro, submit and track the building permit
- Provide revisions as necessary to address permitting agency comments.
- Prepare the permit set plans and specifications at the earliest possible time in the design process for use in development review processes.
- Coordinate with CM/GC on the timing of revised plans and specifications to coordinate with desired bidding schedule.
- Review and provide comments on plans and specifications provided by manufacturers of pre-engineered items.

Deliverables shall include:

- Building permit set, currently anticipated to be the 100% construction document set.
- Draft permit/approval applications for review by Metro.
- Final permit/approval applications for review by respective authorities having jurisdictions, to include required supporting documentation.

## **7 - Services during Bidding**

It is assumed that the selected CM/GC will be managing the bidding period based on their approved construction and procurement schedule. Design team will support the CM/GC by answering questions related to the design intent, documents and selected systems during their bidding period.

## **8 - Construction Administration Services**

Consultant shall provide the following service to support Metro during construction:

- Attend regular Owner Architect Contractor meetings.
- Attend pre-construction meeting.
- Provide interpretations of construction documents.
- Respond to questions and requests for information (RFIs) from the CM/GC during construction.
- Conduct site visits at intervals appropriate to the various stages of construction and to perform observation work as required by the governing code, twenty (20) in total, are assumed. Consultant's sub-consultants will perform site visits as necessary.
- Prepare site visit reports for each site visit.
- Review specified shop drawings, product and other submittals.
- Assist in preparing change orders.
- Conduct a final walk-thru and prepare a punch list of items to be addressed prior to acceptance.

Deliverables shall include:

- Documentation provided to Metro of contractor questions and answers.
- Addendum documents as needed; may include plan and/or specification revisions.
- Meeting agendas and notes for meetings led by design team.
- Documentation of response to contractor requests for information.
- Documentation of review and approvals for bidder designed elements.
- Documentation of change orders.



- ▶ Site visit reports.
- ▶ Final punch list.

### Assumptions and Exclusions

- All owner meetings assumed to be held in Portland; LMN may attend via web based meetings where approved by ownership team.
- Owner to provide existing building condition drawing sets and documentation.
- Drawings to be developed in Revit
- One bid package is assumed
- Duration of the construction phase is assumed to be 13 months; extension beyond this duration resulting in additional design team effort may require additional services.
- Required testing and inspections during construction will be provided by others.
- Post construction survey of as-built conditions is considered additional services.
- A geotechnical engineering report will be provided by the owner.
- The interior event spaces are adequately served by existing utilities.

The following services are not included:

- Hazardous materials detection (including mold and moisture intrusion) and removal;
- Assessment of existing conditions and systems outside the scope of the interior renovations.
- Investigation of existing conditions and systems for accuracy of information provided by Owner beyond visual inspection of accessible areas.
- Commissioning;
- Construction testing and inspection;
- Procurement of construction related permits
- Services related to owner-furnished furniture, furnishings and equipment;
- Life cycle cost analysis;
- Preparation of record drawings;
- Public art selection and coordination
- All permit fees and agency charges.
- Metering and logging of existing power distribution and energy use.
- Redesign due to value engineering during construction.
- Structural analysis of existing building systems beyond areas defined in the renovation scope.
- Evaluation of structure to support temporary loads due to construction activities.
- Full time on site representation

### SCHEDULE

The following time frame is proposed for the phases of our services. These time frames have been structured to meet our current understanding of the OCC's schedule goals and to integrate with the current design and documentation schedule of the exterior plaza and entry canopy project work.

Our fee and work plan is based on the scope of work and anticipated project duration. We have estimated the construction administration portion of our fee based on the assumed duration of construction. Our assumption is that the construction duration will be 13 months. If the construction duration extends beyond this duration our involvement during that extended duration will be subject to additional services.

Schematic Design Phase	3 months (includes 2 weeks of cost estimating)
Design Development Phase	4 months (includes 2 weeks of cost estimating)



Construction Documents Phase	4 months (includes 2 weeks of cost estimating)
Permitting/bidding	3 months
Construction Administration	13 months

## COMPENSATION

### Fees

We propose a lump sum fee of \$2,762,911 for this scope of work. Inclusive of this fee, LMN Architects applies a 10 percent markup to each sub-consultant fee (excluding MBA).

LMN's design team fees are based on a construction cost of \$26.7m. LMN and the owner jointly understand this exceeds the desired construction budget of \$21.4m for the interior renovation work; The design team, through the course of the design phases, will work with the owner to develop a strategy for achieving the construction budget goals through a combination of deferring certain renovation areas, developing bid alternates, or through a more thorough understanding of existing conditions make value related design decisions that may lead to reduced construction costs in certain scope areas.

The following table summarizes design fees by consultant. Fee breakdown by phase will be in the final fee proposal.

Oregon Convention Center - Interior Renovations				18-Apr-17
Construction Cost		\$ 26,711,120		
Discipline		Fee		% of Constr costs
Architecture - LMN/MBA			\$ 1,776,001	6.75%
Structural - MKA		\$ 42,500		0.16%
MEP/LV - Glumac		\$ 358,400		1.36%
Lighting - HLB		\$ 54,750		0.21%
Cost - RLB		\$ 90,500		0.34%
Signage - Mayer Reed		\$ 210,000		0.80%
Code - MBA		\$ 8,680		0.03%
LEED - GBS		\$ 15,550		0.06%
FS - Bargreen Ellingson		\$ 6,000		0.00%
Acoustics -Stantec		\$ 11,600		0.04%
Consultant total			\$ 797,980	2.99%
Consultant mark up (ex MBA)			\$ 78,930	0.30%
Expenses			\$ 110,000	
Total			\$ 2,762,911	10.34%

### Reimbursable Expenses

Anticipated reimbursable expenses include:

- Reprographics - Printing of design documents, preliminary construction documents, bid documents, presentation drawings, color plots, and other materials produced for the project.



- Travel / Courier - Travel to the site by LMN and LMN's consultants, courier and shipping costs.
- Models & Renderings – LMN is likely to produce study models and sketch renderings during design that are included in the basic service fees. Presentation quality models and final renderings are considered reimbursable or add service expenses.

### ORBIT CAFÉ RETAIL SPACE

The above fee proposal does not include the design and documentation for the scope of work for the Orbit Café renovations. The design and documentation for his work will be concurrent with the work outlined above.

We understand this scope of work will have a separate funding source and therefore needs to have a separate fee. The scope of work for the renovations is captured in the narrative descriptions above and on the Interior Renovations Scope Package. For the purposes of this proposal we have assumed a loaded and escalated construction cost for this work to be \$722,675; the final number will be confirmed along with final scope during the schematic design phase of this project. Our proposed lump sum fee for this work is as follows:

Oregon Convention Center - Orbit Cafe Renovations				13-Apr-17
Construction Cost		\$	722,675	
Discipline		Fee		% of Constr costs
Architecture - LMN/MBA			\$ 48,781	6.75%
MEP/LV - Glumac		\$ 46,200		6.39%
Lighting - HLB		\$ 6,750		0.93%
FS - Bargreen Ellingson		\$ 6,000		0.83%
Consultant total			\$ 58,950	8.16%
Consultant mark up (ex MBA)			\$ -	0.00%
Total			\$ 107,731	14.91%

### FORM OF AGREEMENT

Our proposal assumes this scope of work will be an additional work order or task to the previously negotiated prime contract.

LMN Architects and our design sub consultants look forward to working with the Oregon Convention Center and Metro staff to successfully design and deliver this project! Please let me know if you have any questions on this proposal, we look forward to starting this work!

Sincerely,

P. Brian Tennyson, AIA  
 Principal  
 LMN Architects

Attachment – Renovation scope package(sent previously)



# oregon

convention center

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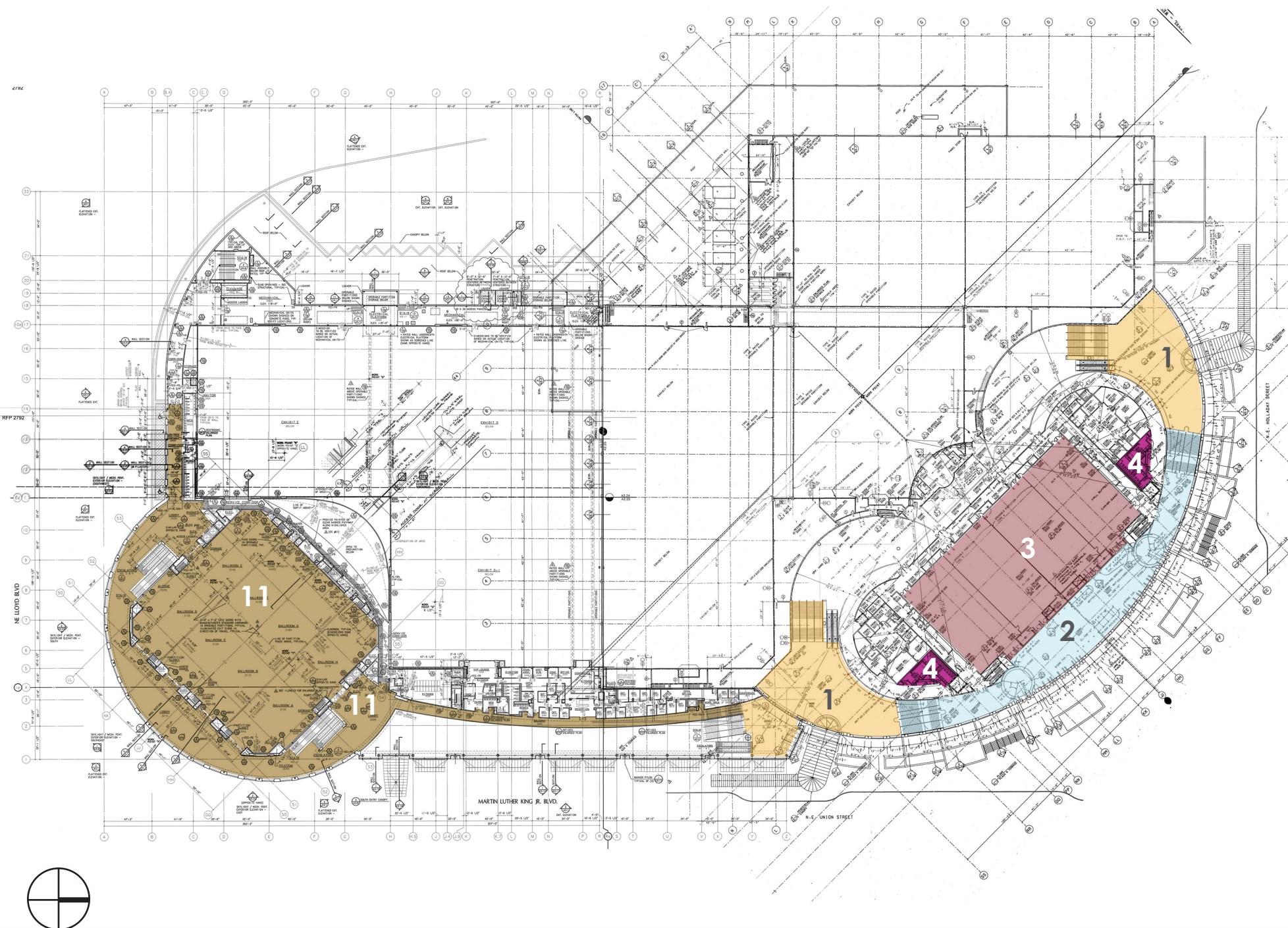
## INTERIOR RENOVATIONS SCOPE PACKAGE

## Scope Categories

- 1 MLK & HOLLADAY LOBBIES
- 2 BALLROOM PRE FUNCTION
- 3 BALLROOM
- 4 BALLROOM BATHROOMS
- 5 EXHIBIT HALL ENTRIES
- 6 EXHIBIT HALL PREFUNCTION
- 7 MEETING ROOM PREFUNCTION
- 8 MEETING ROOMS
- 9 LOWER LEVEL CONNECTION
- 10 GINKOBERRY CONCOURSE
- 11 EXPANSION CARPET
- 12 ADDITIONAL SUPPORT SPACE
- 13 RETAIL AREAS

## Other Scope

SIGNAGE AND WAYFINDING  
 CLEAN EXISTING DUCTWORK  
 REPLACE EXISTING LIGHTING  
 FURNITURE ALLOWANCE

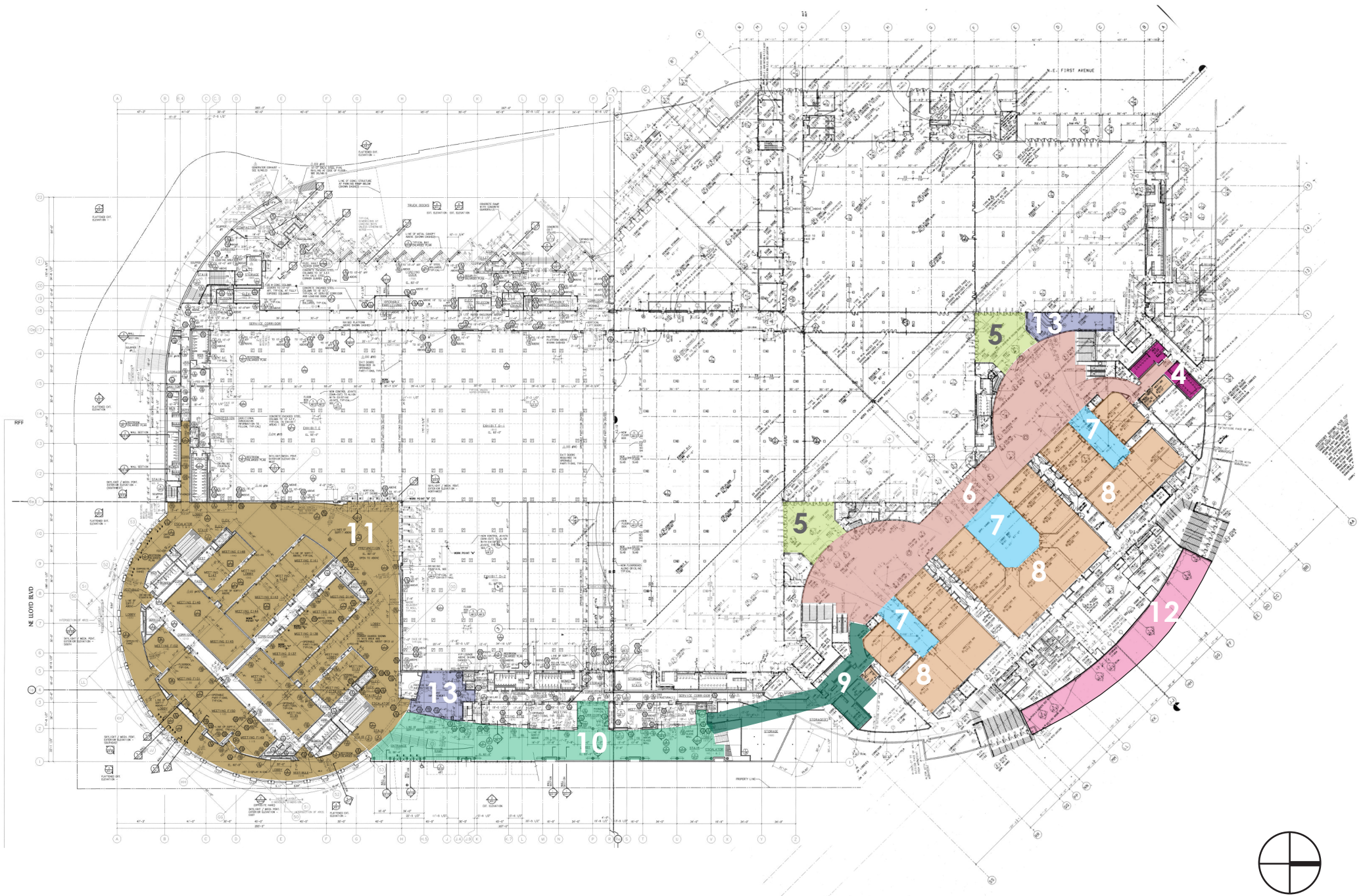


Scope Categories

- 1 MLK & HOLLADAY LOBBIES
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- 11 EXPANSION CARPET
- 12 ADDITIONAL SUPPORT SPACE
- 13 RETAIL AREAS

Other Scope

SIGNAGE AND WAYFINDING  
CLEAN EXISTING DUCTWORK  
REPLACE EXISTING LIGHTING  
FURNITURE ALLOWANCE



## Holladay Entry Lobby

## Demolition/Cleaning

1. Remove all existing flooring and walk off matt.
2. Existing Artwork to remain, provide an allowance for protection
3. Remove existing signage from walls
4. Remove existing floor mounted signage structure
5. Remove existing sconces and wood paneling along inside face of exterior curtain wall
6. Remove existing lights in existing egg crate ceiling

## Doors & Frames

1. No new doors in this zone, paint all existing interior doors.

Ceiling Finishes - Existing Ceiling 31' AFF unless noted

- Existing Ceiling grid to remain, minor adjustments of existing ceiling at existing lights to be replaced

## Floor Finishes

1. Provide new painted wood base throughout-match existing height
2. New Carpet finish, Axminster broadloom carpet, \$8/sf
3. Same carpet at stairs, provide new contrast nosing

## Wall Finishes

1. Paint finish on all wall surfaces
2. Provide vinyl wall covering, 9' H on wall indicated on plan.

### Existing Elevator cab finishes

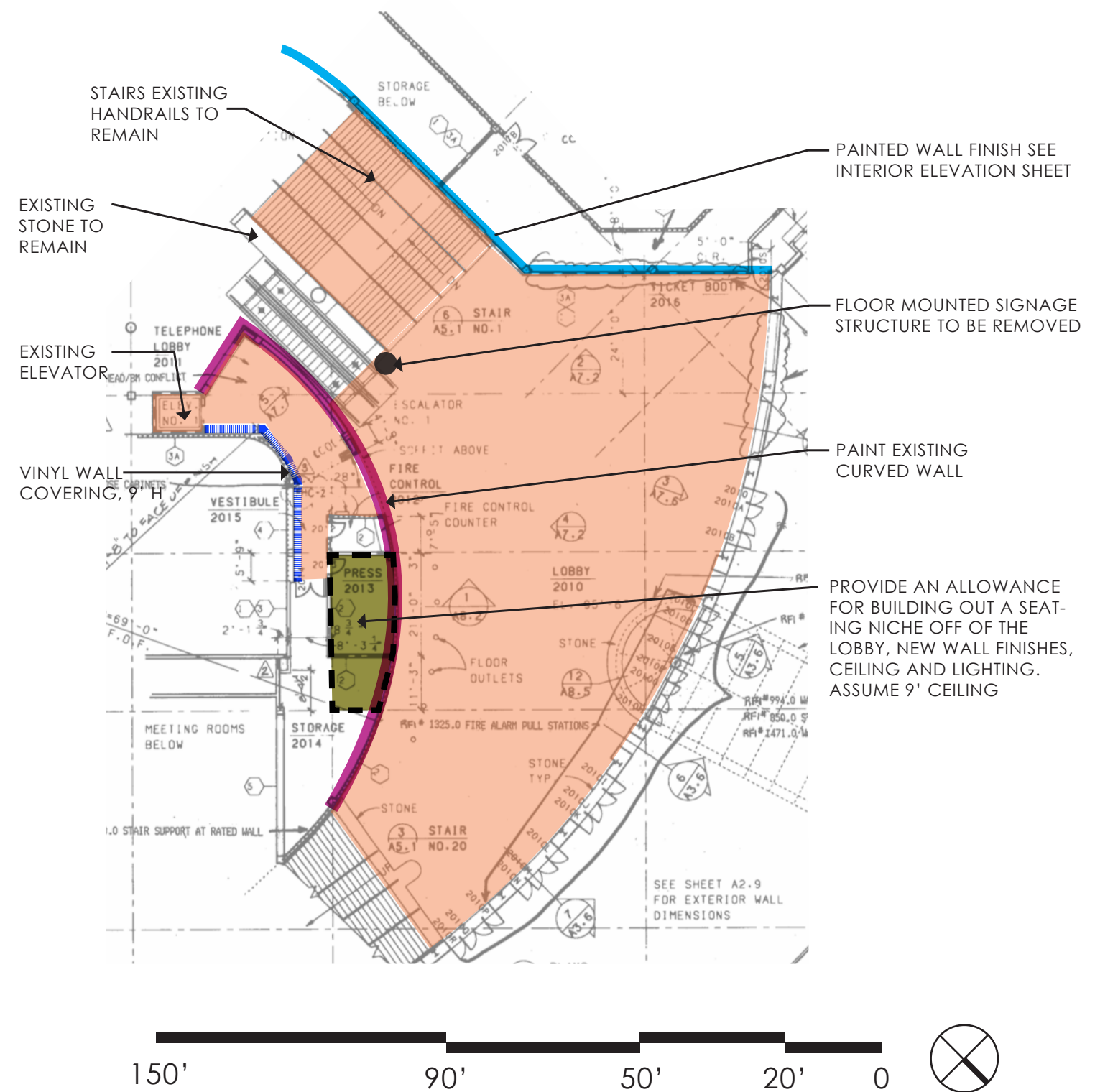
1. Provide an allowance for new finishes; carpet, ceiling, lighting and wall panels

## Mechanical (incl. Fire Sprinkler Systems)

1. Clean all ducts serving renovating spaces
2. Existing ductwork routing to remain
3. Existing diffusers to remain and be cleaned.
4. Investigate the need for additional VAV boxes to better balance supply to both Lobbies and Oregon Ballroom prefunction areas

Electrical (incl. Fire Alarm, Low Voltage, AV and Lighting)

1. Existing light fixtures to be replaced with more energy efficient sources, update to lighting controls as necessary. Assumption is that existing locations are not revised due to nature of existing egg crate ceiling.
2. Provide an allowance for miscellaneous electrical work and service to new signage locations.
3. Fire Alarm system will be upgraded to include emergency notification standards.
4. Incorporate music into lobby spaces, tied into existing sound system infrastructure. Any new speakers will need to be coordinated with existing ceiling system.
5. New floor box covers where required



MLK Entry Lobby

Demolition/Cleaning

- 1. Remove all existing flooring and walk off matt and elements indicated on plan diagram
- 2. Existing Artwork to remain, provide an allowance for protection
- 3. Remove existing signage from walls
- 4. Remove existing floor, wall and ceiling mounted signage structure
- 5. Remove existing sconces and wood paneling along inside face of exterior curtain wall

Doors & Frames

- 1. No new doors in this zone, paint all existing interior doors.

Ceiling Finishes - Existing Ceiling 31' AFF unless noted

- 1. Existing Ceiling grid to remain, minor adjustments of existing ceiling at existing lights to be replaced

Floor Finishes

- 1. Provide new painted wood base throughout-match existing height
- 2. New Carpet finish, Axminster broadloom carpet, \$8/sf
- 3. Same carpet at stairs, provide new contrast nosing

Wall Finishes

- 1. Paint finish on all wall surfaces
- 2. Provide vinyl wall covering, 9' H on wall indicated on plan.

Existing Elevator cab finishes

- 1. Provide an allowance for new finishes; carpet, ceiling, lighting and wall panels

Mechanical (incl. Fire Sprinkler Systems)

- 1. Clean all ducts serving renovating spaces
- 2. Existing ductwork routing to remain
- 3. Existing diffusers to remain and be cleaned.

- 4. Investigate the need for additional VAV boxes to better balance supply to both Lobbies and Oregon Ballroom prefunction areas
- Electrical (incl. Fire Alarm, Low Voltage, AV and Lighting)
- 1. Existing light fixtures to be replaced with more energy efficient sources, update to lighting controls as necessary. Assumption is that existing locations are not revised due to nature of existing egg crate ceiling.
  - 2. Provide an allowance for miscellaneous electrical work and service to new signage locations.
  - 3. Fire Alarm system will be upgraded to include emergency notification standards.
  - 4. Incorporate music into lobby spaces, tied into existing sound system infrastructure. Any new speakers will need to be coordinated with existing ceiling system.
  - 5. New floor box covers where required

DEMOLISH A PORTION OF THE EXISTING STAIR TO SUPPORT LOWER LEVEL CONNECTION IMPROVEMENTS. PROVIDE NEW EDGE PROTECTION

REMOVE CEILING MOUNTED SIGNAGE STRUCTURE

DEMOLISH EXISTING TICKET BOOTH. PROVIDE NEW CURTAIN WALL INFILL TO MATCH EXISTING HEIGHT, APPROX 10'H.

REMOVE EXISTING WOOD TRIM AT ARCH OPENING AND REPAIR  
PAINTED WALL FINISH SEE INTERIOR ELEVATION SHEET

STAIRS EXISTING HANDRAILS TO REMAIN

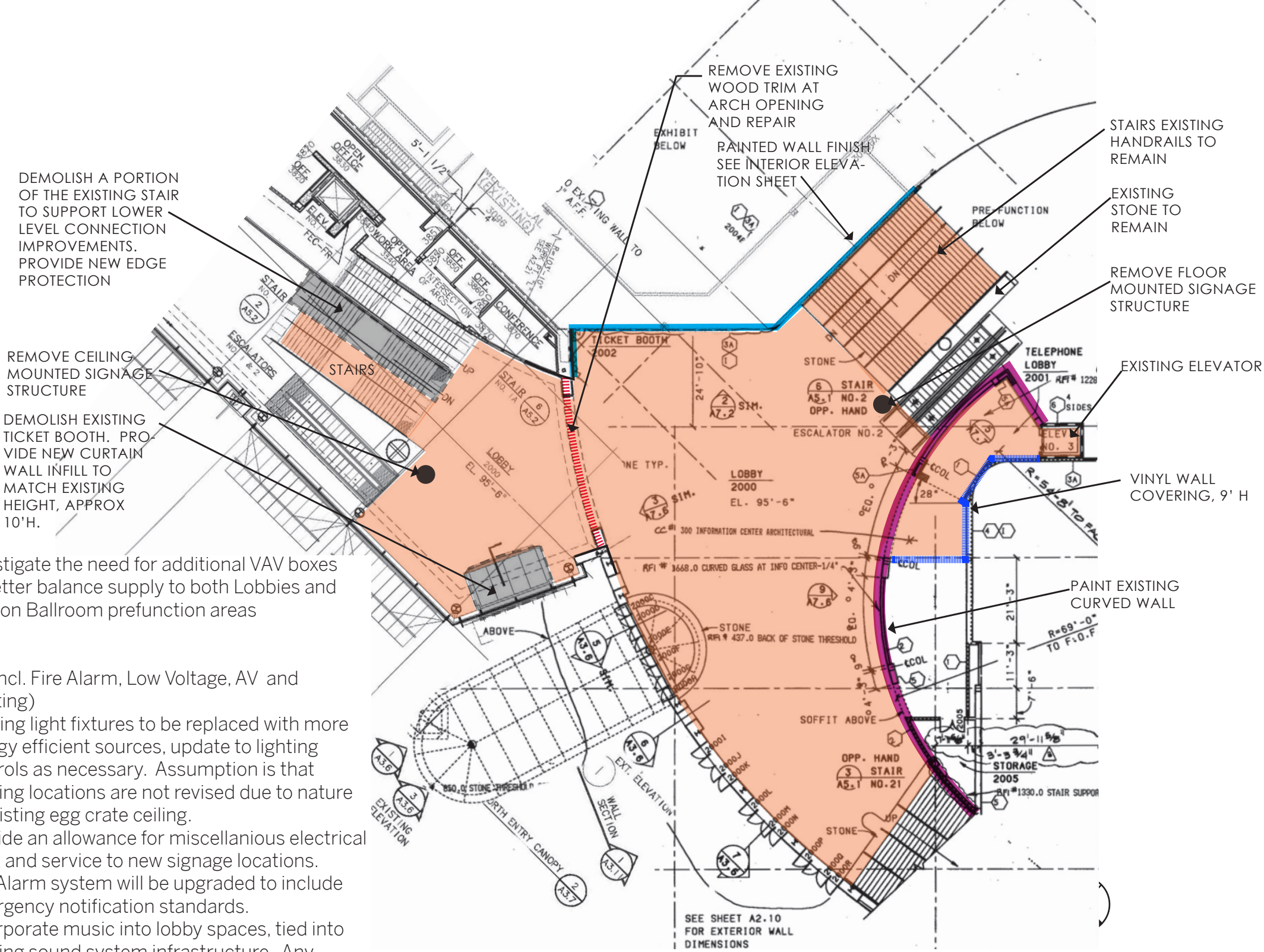
EXISTING STONE TO REMAIN

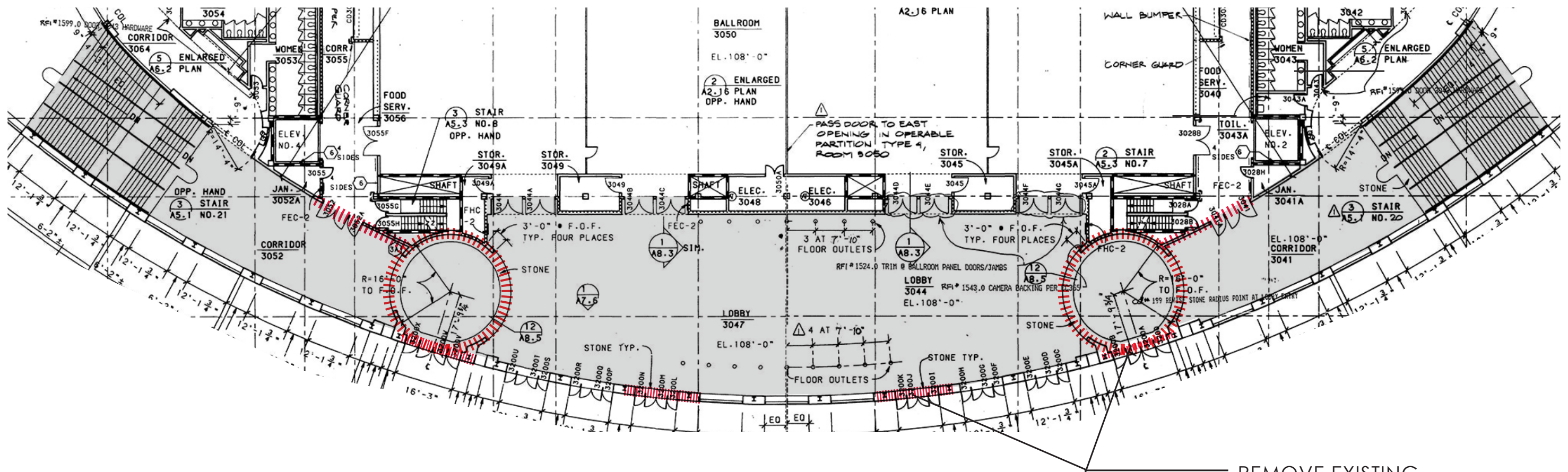
REMOVE FLOOR MOUNTED SIGNAGE STRUCTURE

EXISTING ELEVATOR

VINYL WALL COVERING, 9' H

PAINT EXISTING CURVED WALL





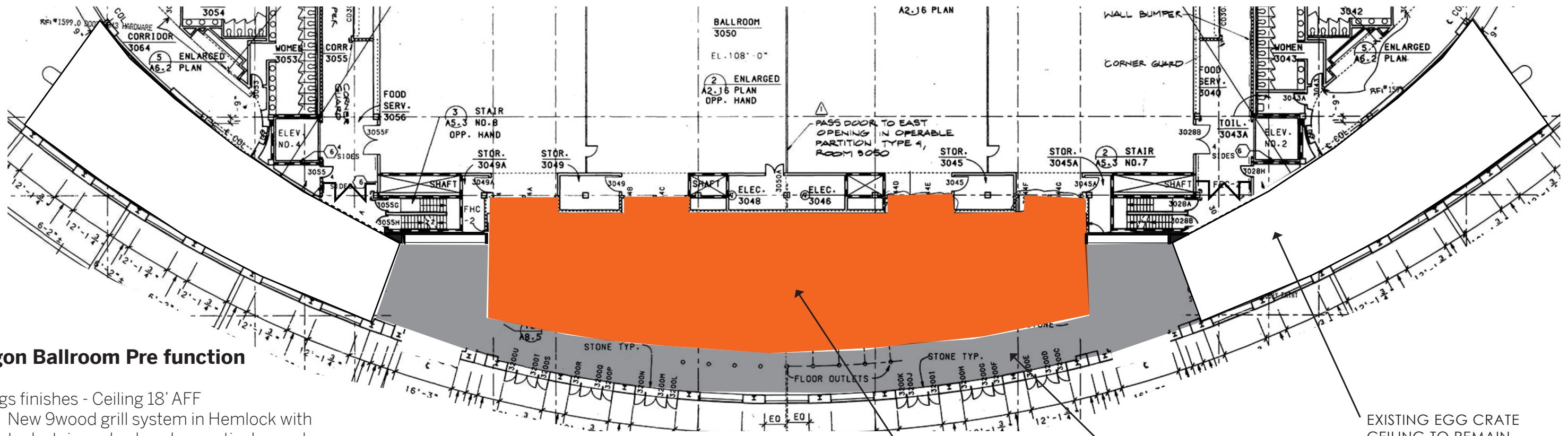
Demolition in shaded areas above

REMOVE EXISTING  
ALUMINUM DOORS  
AND FRAME, 16  
DOORS TOTAL

1. Remove all existing floor finishes, ceiling finishes and light fixtures
2. Remove and store on site existing artwork
3. Remove existing signage
4. Remove all existing wall finishes to GWB substrate
5. Remove existing interior walls, headers and doors as indicated by dashed line
6. Remove existing exterior doors per plan
7. Existing ballroom entry doors to remain







## Oregon Ballroom Pre function

Ceilings finishes - Ceiling 18' AFF

1. New 9wood grill system in Hemlock with teak stain and colored acoustical sound absorption behind system. cost: \$60 per sq. ft. As indicated on above plan diagram
2. New painted GWB suspended ceiling as indicated on above plan diagram.
3. Area on either side of ballroom prefunction to be existing egg grate ceiling to remain. (indicated in white on above diagram). Assume minor adjustments of existing egg crate ceiling at existing lights to be replaced

Mechanical (incl. Fire Sprinkler Systems)

1. Clean all ducts serving renovating spaces
2. New Mechanical linear diffusers in new ceiling areas. Existing ceiling areas no new work to diffusers, only cleaning.
3. Provide an allowance for reconfiguration of existing sprinkler heads in locations of new ceiling finishes.
4. Investigate the need for additional VAV boxes to better balance supply to both

Lobbies and Oregon Ballroom prefunction areas

Electrical (incl. Fire Alarm, Low Voltage AV and Lighting)

1. New lighting and controls in new ceiling areas. \$20/sf lighting allowance, \$5/sf controls allowance.
2. Provide an allowance for relocation of other wall and ceiling mounted elec/FA devices in new work areas.
3. Misc electrical/data work for signage and door controls at each meeting room entry door.
4. At existing egg crate ceilings to remain, existing light fixtures to be replaced with more energy efficient sources, update to lighting controls as necessary. Assumption is that existing locations are not revised due to nature of existing egg crate ceiling.
5. Incorporate music into lobby spaces, tied into existing sound system infrastructure.

### NOTE:

PLAN NOTES ARE SAME ON MIRROR IMAGE SIDE OF PLAN.

150' 90' 50' 20' 0



Oregon Ballroom

- Demolition
- 1. Remove all existing floor finishes, ceiling finishes and light fixtures
  - 2. Remove all existing wall finishes to GWB substrate
  - 3. Remove existing Mech diffusers, demo duct distribution to perimeter wall

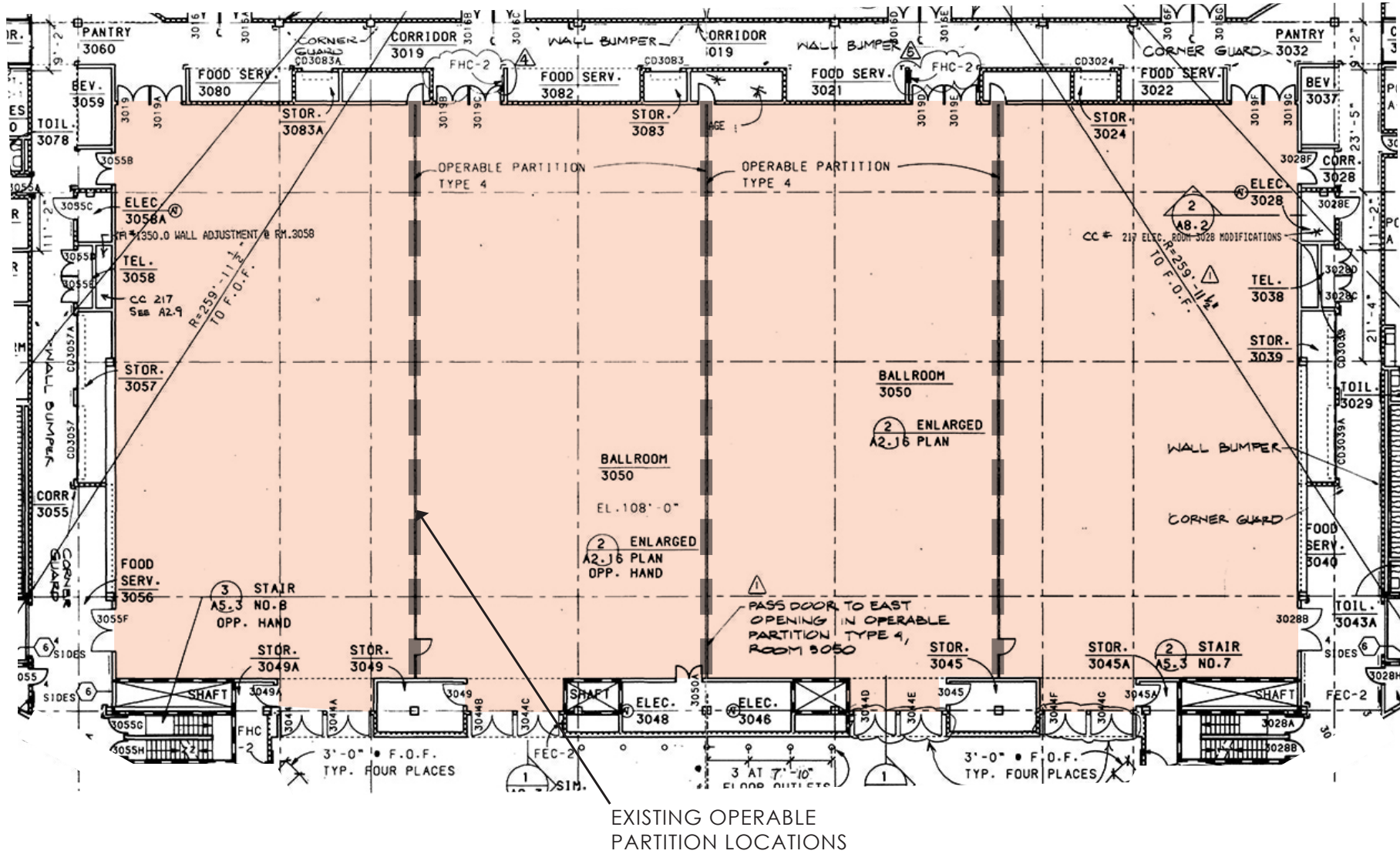
- Floor Finishes
- 1. New Carpet finish, Axminster broadloom carpet, \$8/sf custom pattern

- Wall Finishes (ceiling height 25' AFF)
- 1. Provide new wood veneer panel, base and chair rail up to 4' AFF
  - 2. For wall finishes above chair rail, a 50/50 split between acoustic wrapped panels and vinyl wall covering.
  - 3. New fabric covering (custom width) for existing operable partitions, provide an allowance for repair to existing trim and seals.

- Doors & Frames
- 1. Existing doors to BOH to remain, provide an allowance for refinishing or painting; replacing will be considered. Incorporate hold opens tied to FA system and access control system utilizing existing S2 system.

- Ceilings finishes (ceiling height 25' AFF)
- 1. See ceiling finishes sheet.

- Electrical (incl. Fire Alarm, Low Voltage, AV and Lighting)
- 1. Provide an allowance for relocation of existing wall mounted electrical and FA devices to coordinate with new wall finishes.
  - 2. Fire Alarm system will be upgraded to include emergency notification standards.



Oregon Ballroom

- Ceilings finishes - Height 25' AFF
- 1. New GWB bulkhead as noted on the ceiling diagram (grey area)
  - 2. Provide a custom wood ceiling assembly as indicated on the ceiling diagram. provide an allowance of \$60/sf.

- Mechanical (incl. Fire Sprinkler Systems)
- 1. Clean all ducts serving renovating spaces
  - 2. New Duct distribution and diffusers in room to coordinate with new ceiling system.
  - 3. Revise existing sprinkler layout to coordinate with new ceiling system.

- Electrical (incl. Fire Alarm, Low Voltage, AV and Lighting)
- 1. New lighting and controls in new ceiling areas. \$25/sf lighting allowance, \$5/sf controls allowance.
  - 2. Provide an allowance for relocation of other wall and ceiling mounted elec/FA devices in new work areas.

- Structural
- 1. Provide the cost associated for the structural improvements to the existing roof trusses from the previous cost estimate. These are the structural improvements requested to provided additional pick point locations and capacity in the new ceiling design.

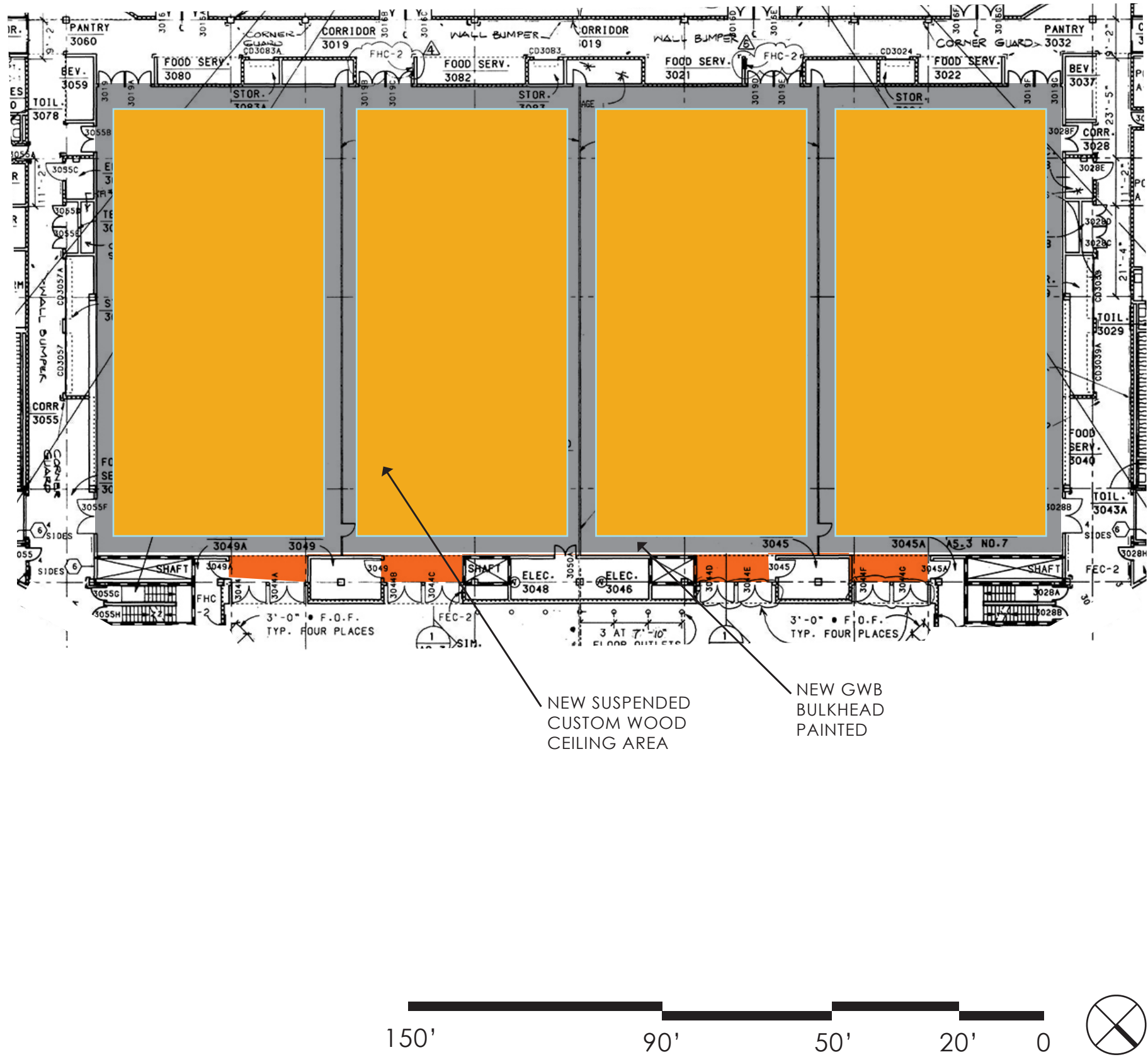




EXHIBIT HALL ENTRIES

Demolition/Cleaning

- 1. Remove all existing floor finishes
- 2. Remove existing ceiling and lighting
- 3. Remove existing signage
- 4. Existing wall finishes to remain with exception of base.

Doors & Frames

- 1. Existing doors to remain, each leaf gets new paint finish.

Ceiling Finishes

- 1. New suspended painted GWB ceiling.

Floor Finishes

- 1. Provide new painted wood base at GWB walls, wood base at wood panel walls
- 2. New Carpet finish, Axminster broadloom carpet, \$8/sf

Wall finishes

- 1. Paint all wall surfaces.

Mechanical (incl. Fire Sprinkler Systems)

- 1. Clean all ducts serving renovating spaces
- 2. New Mechanical ductwork and diffusers in this area.
- 3. Provide an allowance for reconfiguration of existing sprinkler head locations.

Electrical (incl. Fire Alarm, Low Voltage, AV and Lighting)

- 1. New recessed lighting and accent wall lighting and controls. \$15/sf lighting and \$5/sf controls allowance.
- 2. Provide an allowance for relocation of existing wall and ceiling mounted electrical and FA devices.
- 3. Fire Alarm system will be upgraded to include emergency notification standards.
- 4. Incorporate music into lobby spaces, tied into existing sound system infrastructure. Any new speakers will need to be coordinated with existing ceiling system.

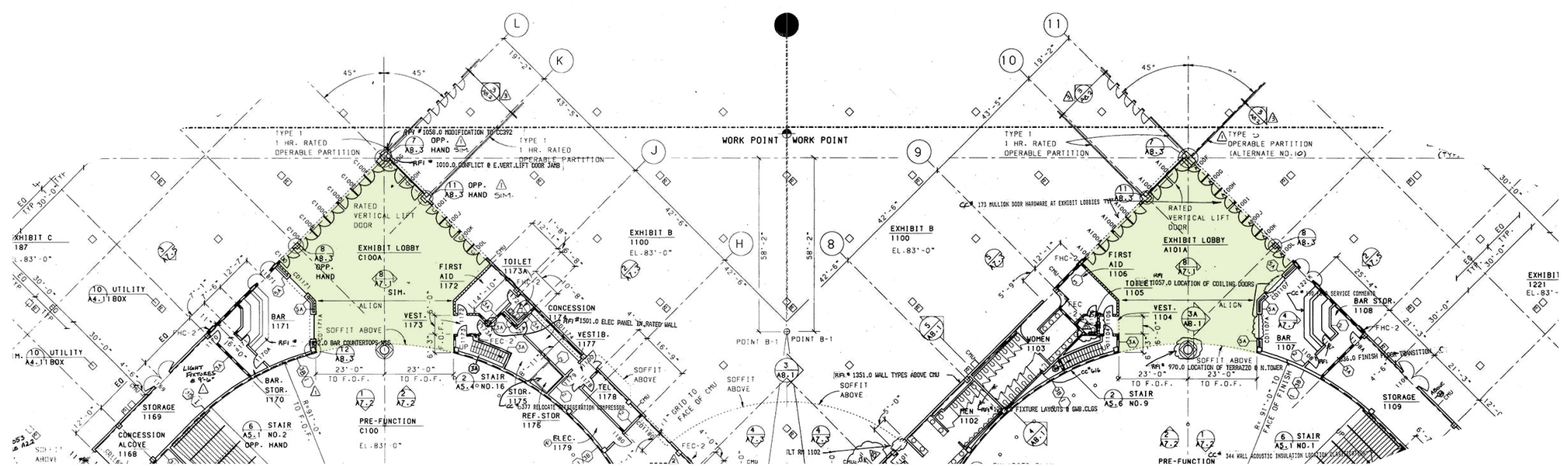


EXHIBIT HALL PRE FUNCTION

- Demolition
1. Remove all existing flooring with exception of existing art medallion.
  2. Remove and or protect hanging on existing artwork
  3. Remove existing signage structures
  4. Remove existing 5' H stone at base of columns; 4 locations.
  5. Approximately 5200 sf of existing lower ceiling at 22' AFF to be removed along with existing lighting and diffusers. Existing high egg crate ceiling and GWB soffit to remain.

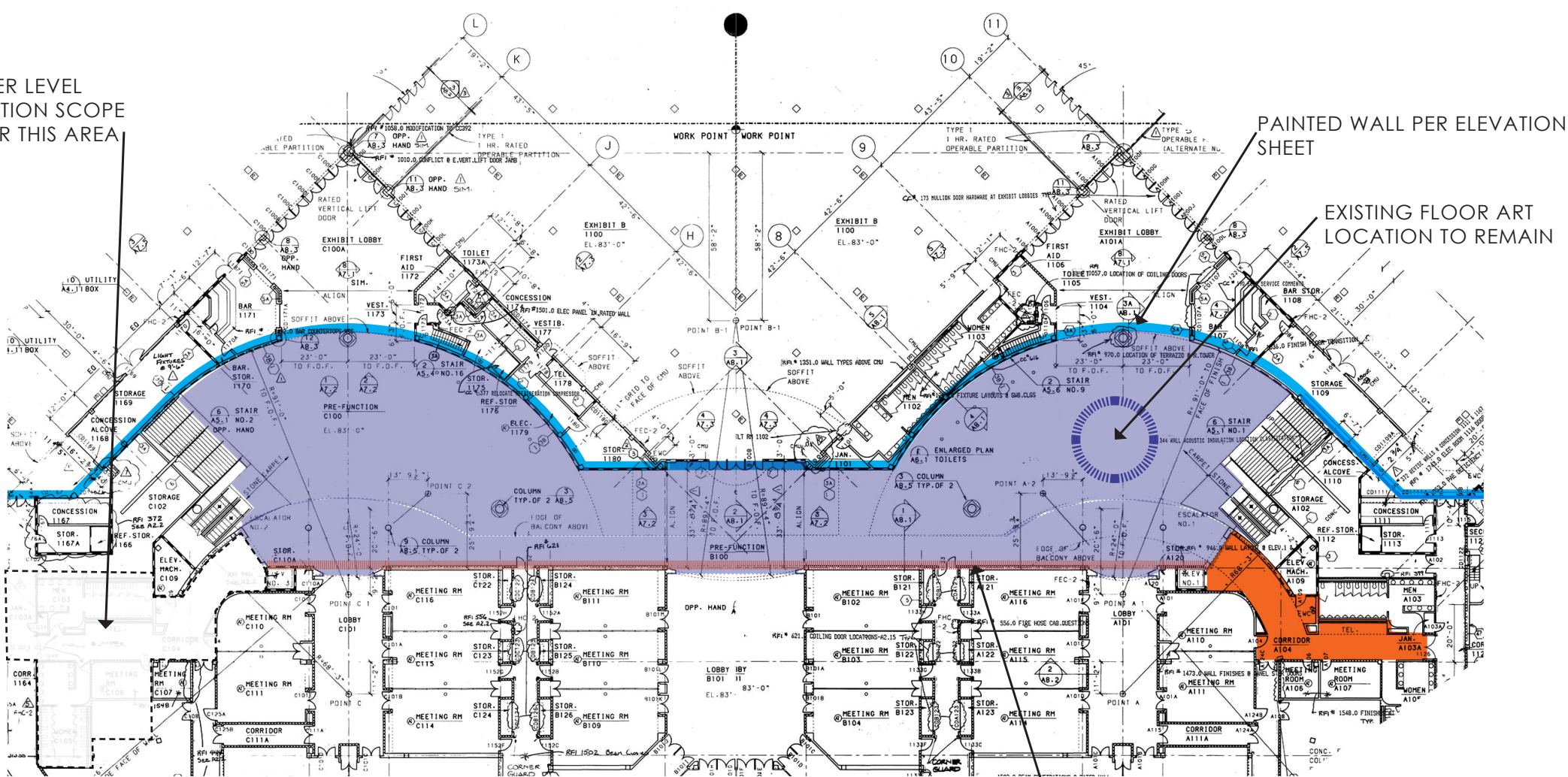
- Doors & Frames
1. No new doors in this zone

- Ceilings
1. Majority of ceiling is open to skylight structures above the space. Ceilings that exist are at 2 primary levels. The higher existing egg crate ceiling is to remain. Provide and allowance to paint the adjacent GWB soffit. This is high work and runs the perimeter of the space.
  2. For the lower ceiling removed (noted in Demolition notes), provide:
    - 2000 sf of large format suspended ACT tile.
    - 3200 sf of suspended painted GWB ceiling

- Floor Finishes
1. Provide new painted wood base throughout-match existing height
  2. New Carpet finish, Axminster broadloom carpet, \$8/sf in all highlighted areas on plan diagram as base cost.
  3. Add alternate for purple area on plan diagram to be large format porcelain tile.

- Wall Finishes - See elevation sheet for more detail.
1. Paint all wall surfaces.

SEE LOWER LEVEL CONNECTION SCOPE PAGE FOR THIS AREA



2. Provide wallcovering - \$20.00 per yard material only; from floor to ceiling on meeting room wall, per elevations.
3. Provide wood veneer surrounds at meeting room entries per elevation sheet.
4. At 4 locations provide a metal column cover at existing columns where stone base was demolished.

Mechanical (incl. Fire Sprinkler Systems)

1. Clean all ducts serving renovating spaces
2. New Mechanical linear diffusers and duct routing in new ceiling areas. Existing ceiling areas no new work to diffusers.
3. Provide an allowance for reconfiguration of existing sprinkler heads in locations of new ceiling finishes.

Electrical (incl. Fire Alarm, Low Voltage, AV and Lighting)

1. New lighting and controls in new ceiling areas. \$20/sf lighting allowance, \$5/sf controls allowance.
2. Provide an allowance for relocation of other ceiling mounted elec devices in new ceiling areas.
3. Existing light fixtures to be replaced with more energy efficient sources in high ceiling areas with existing egg crate ceiling to remain, update to lighting controls as necessary. Assumption is that existing locations are not revised due to nature of existing egg crate ceiling.

ACCENT WALL FINISHES PER ELEVATION SHEET

4. Fire Alarm system will be upgraded to include emergency notification standards.
5. Incorporate music into lobby spaces, tied into existing sound system infrastructure. Any new speakers will need to be coordinated with existing ceiling system at those locations.
6. New floor box covers where required



MEETING ROOM PRE FUNCTION

Demolition/Cleaning

- 1. Remove all existing floor, ceiling and wall finishes and systems.
- 2. Remove existing signage

Finishes Allowance:

Provide and allowance for this area of \$100/sf - this includes the following:

Doors & Frames

- 1. New wood entry doors and hardware and access control system, utilize existing S2 system, Incorporate hold opens tied to FA system.

Ceilings

- 1. New suspended GWB ceiling at 2 different elevations. Paint finish

Floor Finishes

- 1. Provide new wood base throughout- match existing height
- 2. New Carpet finish, Axminster broadloom carpet, \$8/sf in all highlighted areas on plan diagram as base cost.

Wall Finishes -

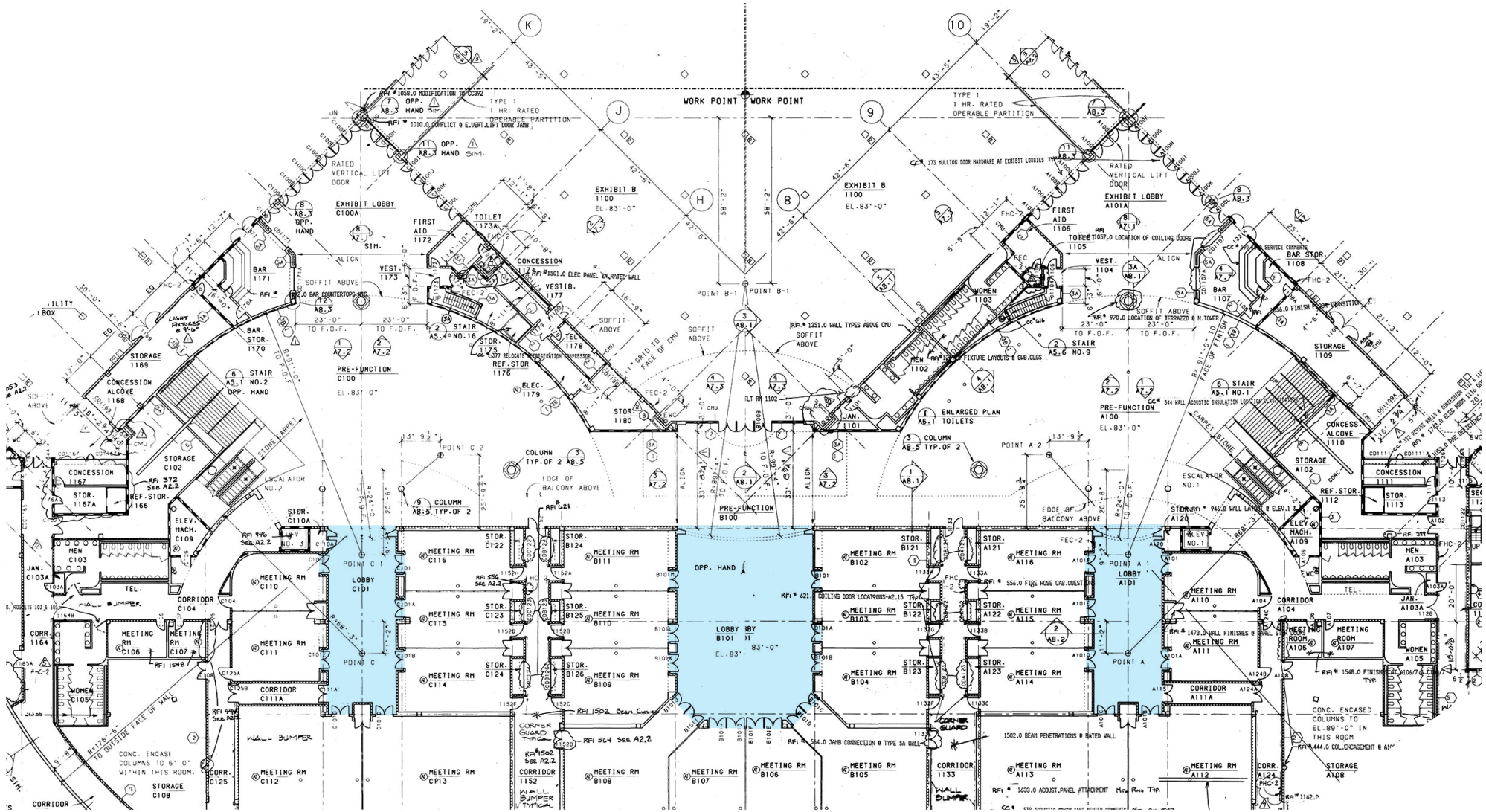
- 1. Paint all wall surfaces.
- 2. Provide wallcovering - \$20.00 per yard material only; from floor to ceiling on meeting room wall,
- 3. Provide wood veneer surrounds at meeting room entry door lcoations

Mechanical (incl. Fire Sprinkler Systems)

- 1. Clean all ducts serving renovating spaces
- 2. New Mechanical linear diffusers and duct routing in new ceiling areas.
- 3. Provide an allowance for reconfiguration of existing sprinkler heads in locations of new ceiling finishes.

Electrical (incl. Fire Alarm, Low Voltage, AV and Lighting)

- 1. New lighting and controls in new ceiling areas. \$20/sf lighting allowance, \$5/sf controls allowance.
- 2. Provide an allowance for relocation of other wall and ceiling mounted elec/FA devices in new work areas.
- 3. Misc electrical/data work for signage and door controls at each meeting room entry door.
- 4. Fire Alarm system will be upgraded to include emergency notification standards.
- 5. Incorporate music into lobby spaces, tied into existing sound system infrastructure. Any new speakers will need to be coordinated with existing ceiling system.
- 6. New floor box covers where required



MEETING ROOMS A, B & C

Demolition/Cleaning

- 1. Remove all existing floor, ceiling and wall finishes and systems.

Finishes Allowance:

Provide and allowance for this area of \$100/sf - this includes the following:

Doors & Frames

- 1. Assume upgrades to BOH doors to meeting spaces are acoustically upgraded.
- 2. Incorporate Hold opens integrated into FA system

Ceilings

- 1. Combination of new suspend GWB and Premium ACT systems.

Floor Finishes

- 1. Provide new painted wood base throughout-match existing height
- 2. New Carpet finish, Axminster broadloom carpet, \$8/sf in all highlighted areas on plan diagram as base cost.

Wall Finishes -

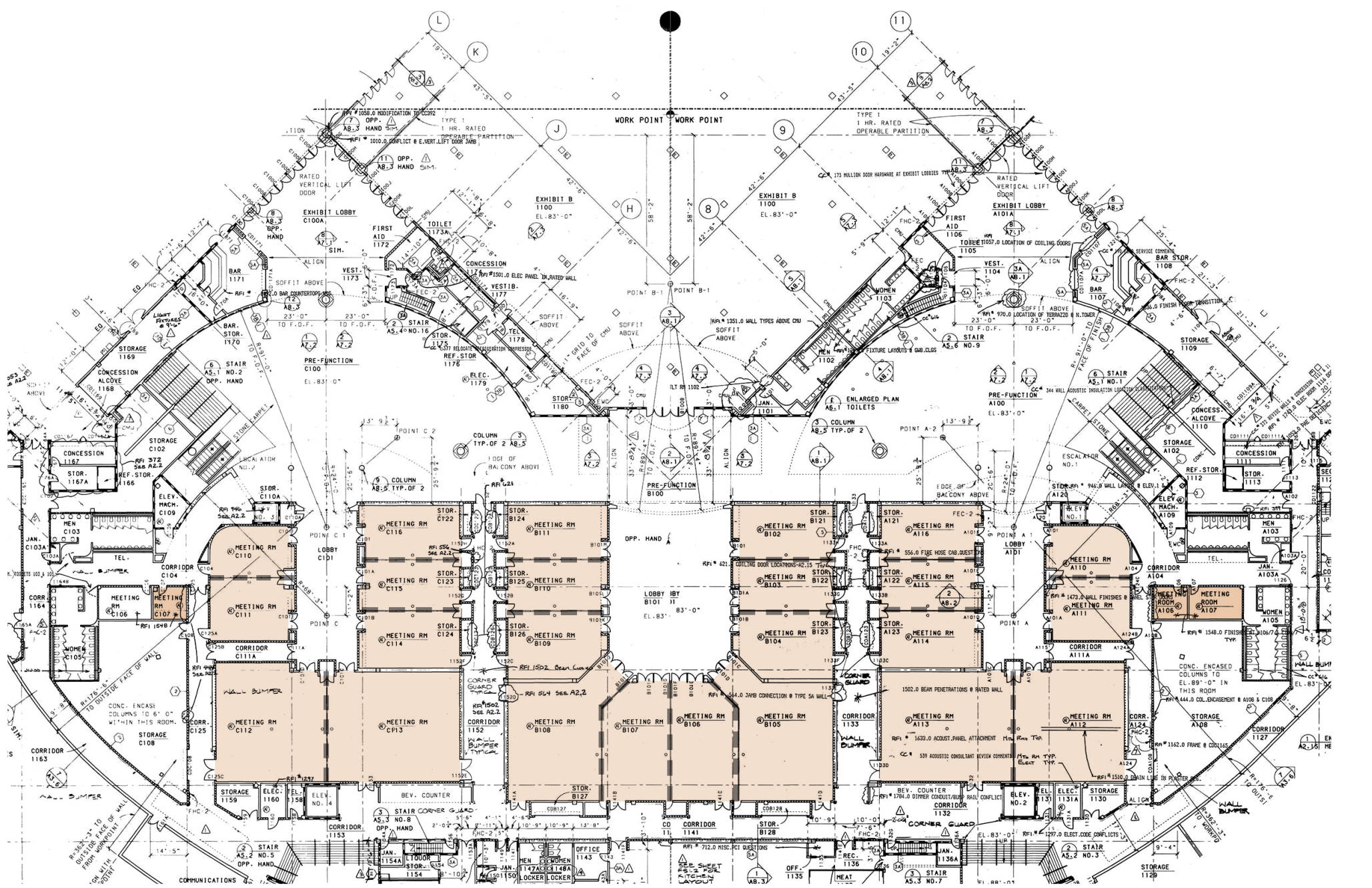
- 1. Paint all wall surfaces.
- 2. Provide wallcovering - \$20.00 per yard material only; above chair rail.
- 3. Provide painted wood chair rail at room perimeter with wall covering below to new base.

Mechanical (incl. Fire Sprinkler Systems)

- 1. Clean all ducts serving renovating spaces
- 2. New Mechanical linear diffusers and duct routing in new ceiling areas.
- 3. Provide an allowance for reconfiguration of existing sprinkler heads in locations of new ceiling finishes.

Electrical (incl. Fire Alarm, Low Voltage, AV and Lighting)

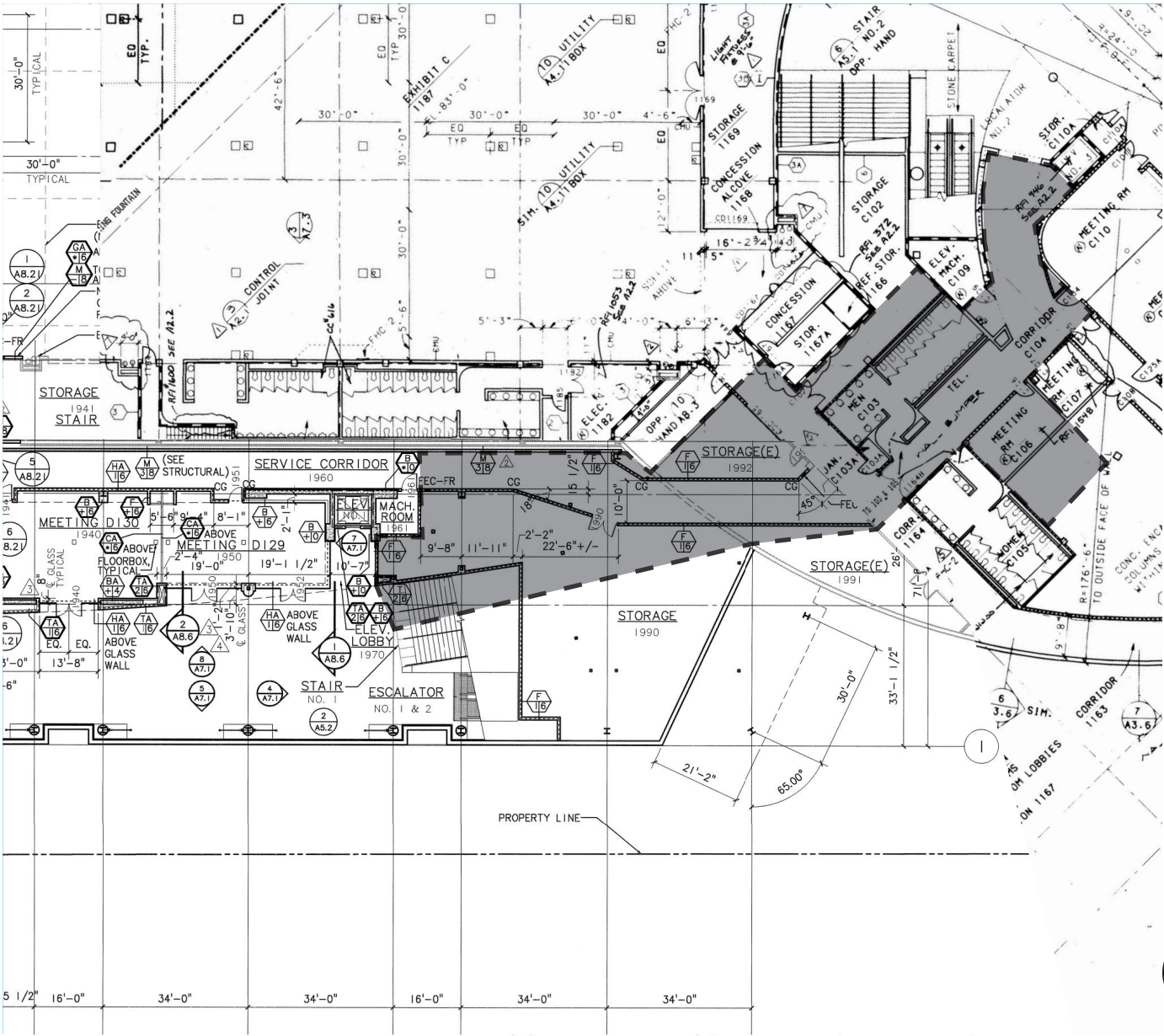
- 1. New lighting and controls in new ceiling areas. \$20/sf lighting allowance, \$5/sf controls allowance.
- 2. Provide an allowance for relocation of other wall and ceiling mounted elec/FA/AV devices in new work areas.
- 4. Fire Alarm system will be upgraded to include emergency notification standards.



LOWER LEVEL CONNECTION

Demolition in shaded areas of diagram to include:

- 1. Remove all existing floor finishes, ceiling finishes and light fixtures
- 2. Remove existing ductwork and distribution
- 3. Remove existing signage
- 4. Remove all existing wall finishes to GWB substrate
- 5. Remove all existing walls within shaded areas, primary structure to remain. Some structural analysis may be required if removing a column is considered.
- 6. Provide an allowance for relocation of a sprinkler main along with reconfiguration of sprinkler system within shaded areas.
- 7. Remove all power, data and other low voltage systems within the shaded areas.



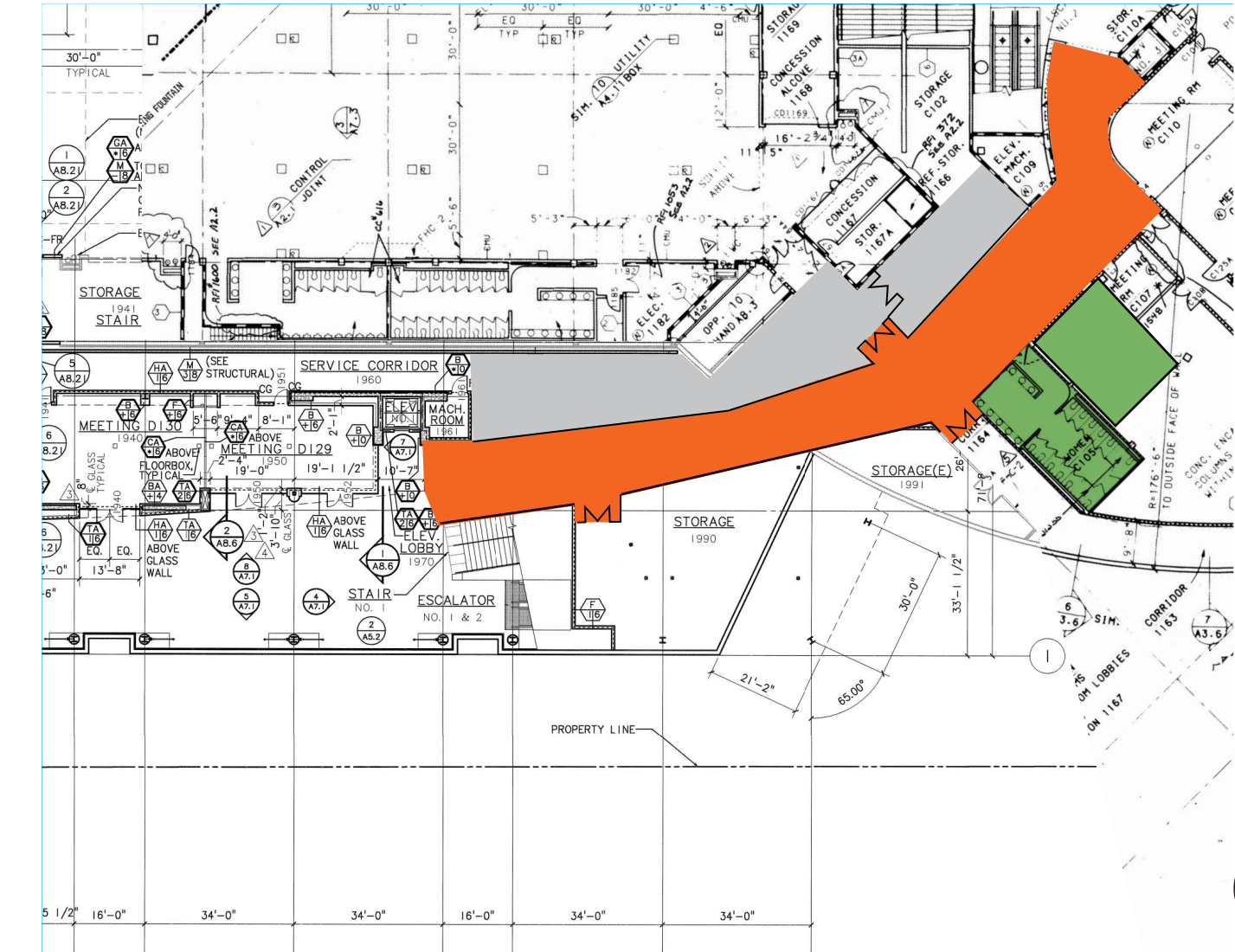
LOWER LEVEL CONNECTION

GREY AREA - Back of House

- Floor Finishes
- Existing concrete floor to be cleaned and repaired as required at demo areas.
- Wall Finishes
- Painted GWB, rubber cove base
  - On BOH side provide painted 3/4" plywood to 4' AFF.
  - New GWB partitions per plan diagram, assume some acoustic or fire rating is required.
- Doors & Frames
- One new pair 3'-0"x 8'-0" painted metal doors, frame and hardware
- Ceilings finishes
- no ceiling finish open to structure.
- Mechanical (incl. Fire Sprinkler Systems)
- new duct work distribution
  - new sprinkler layout
- Electrical (incl. Fire Alarm, Low Voltage, AV and Lighting)
- New suspended BOH lighting.
  - Allowance for electrical power distribution in reconfigured BOH area along with FA
  - Fire Alarm system will be upgraded to include emergency notification standards.

ORANGE AREA - Concourse

- Floor Finishes
- New Carpet finish, Axminster broadloom carpet, \$8/sf in all highlighted areas.
- Wall Finishes
- Painted GWB,
  - New painted wood base 8" H.
  - Provide vinyl wall covering, floor to ceiling, assume 9' high ceiling.
  - New GWB partitions per plan diagram, assume some acoustic or fire rating is required.
- Doors & Frames
- Two new pairs 3'-0"x 8'-0" painted metal doors, frame and hardware and control system, utilize existing S2 system
- Ceilings finishes
- Assume a 50/50 combination of suspended GWB and Large format ACT area.
- Mechanical (incl. Fire Sprinkler Systems)
- new duct work distribution
  - new sprinkler layout
- Electrical (incl. Fire Alarm, Low Voltage, AV and Lighting)
- New lighting and controls, assume \$20/sf and \$5/sf respectively.
  - Allowance for other required wall and ceiling mounted electrical/FA devices.
  - Fire Alarm system will be upgraded to include emergency notification standards.
  - Incorporate music into lobby spaces, tied into existing sound system infrastructure. Any new speakers will need to be coordinated with existing ceiling system.



GREEN AREA

These areas are restrooms, one is an existing restroom that gets all new finishes per the Ballroom restroom scope, and the other is a new restroom finished to the same level with a fixture count to match the one that was demolished. The MEP scope should match that of the ballroom restroom scope for the renovated restroom and all new plumbing distribution for the new restroom location.



GINKOBERRY CONCOURSE

Demolition

- 1. Remove all existing floor finishes
- 2. Protect existing artwork; 2 large pieces, one suspended and one floor mounted.
- 3. Remove existing signage structures
- 4. Existing high egg crate ceiling and GWB soffit to remain.
- 5. Remove, store and reinstall existing LEED story graphics.

Doors & Frames

- 1. No new doors in this zone, existing doors painted.

Ceilings - Approx. 43'-6" AFF

- 1. The existing egg crate ceiling is to remain. Minor adjustments of existing ceiling at existing lights to be replaced. Provide an allowance to paint the adjacent GWB soffit. This is high work and runs the perimeter of the space.

Floor Finishes

- 1. New Carpet finish, Axminster broadloom carpet, \$8/sf in all highlighted areas.
- 2. New painted wood base 8" H.

Wall Finishes

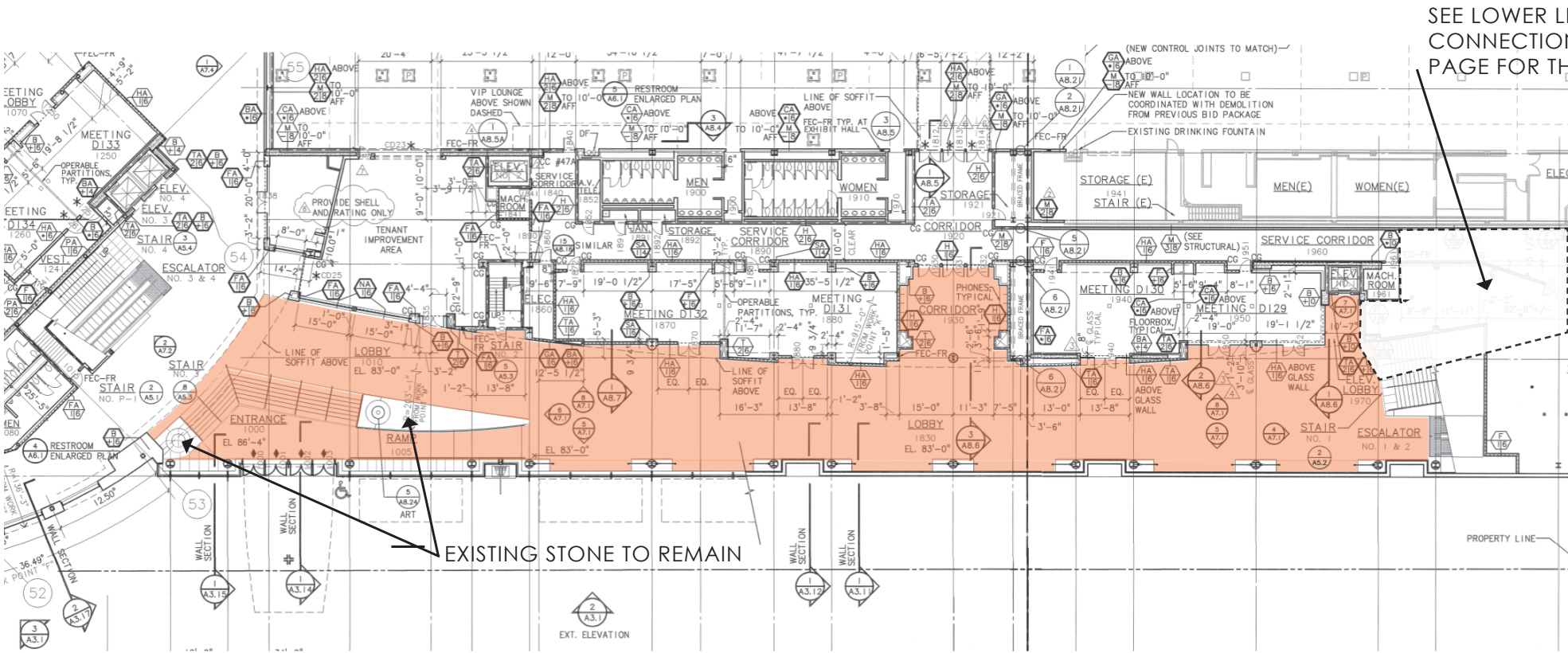
- 1. Paint all wall surfaces.
- 2. Provide an allowance for painting the existing GWB wall on the admin level above; 10' H x length of space.

Mechanical (incl. Fire Sprinkler Systems)

- 1. Clean all ducts serving renovating spaces
- 2. Existing duct distribution and diffusers to remain. Clean existing diffusers.

Electrical (incl. Fire Alarm, Low Voltage, AV and Lighting)

- 1. Existing light fixtures to be replaced with more energy efficient sources, update to



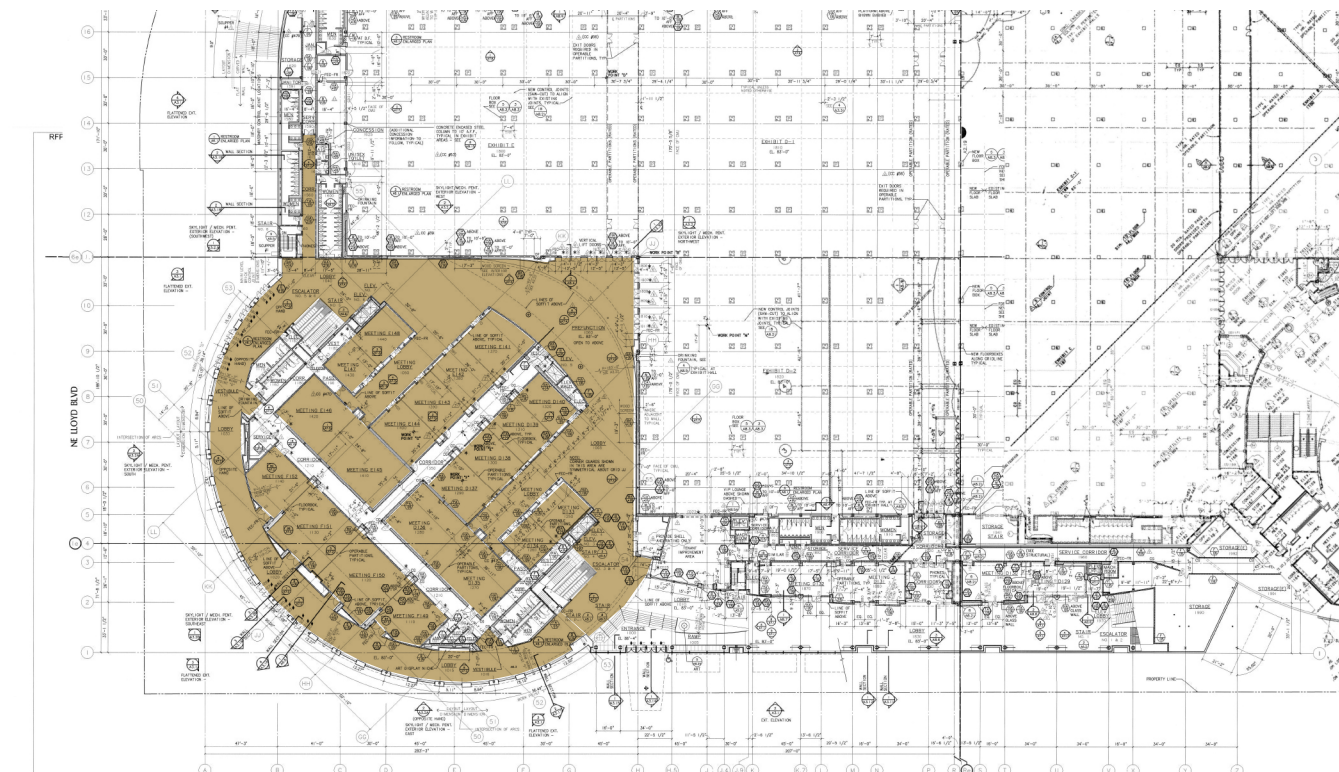
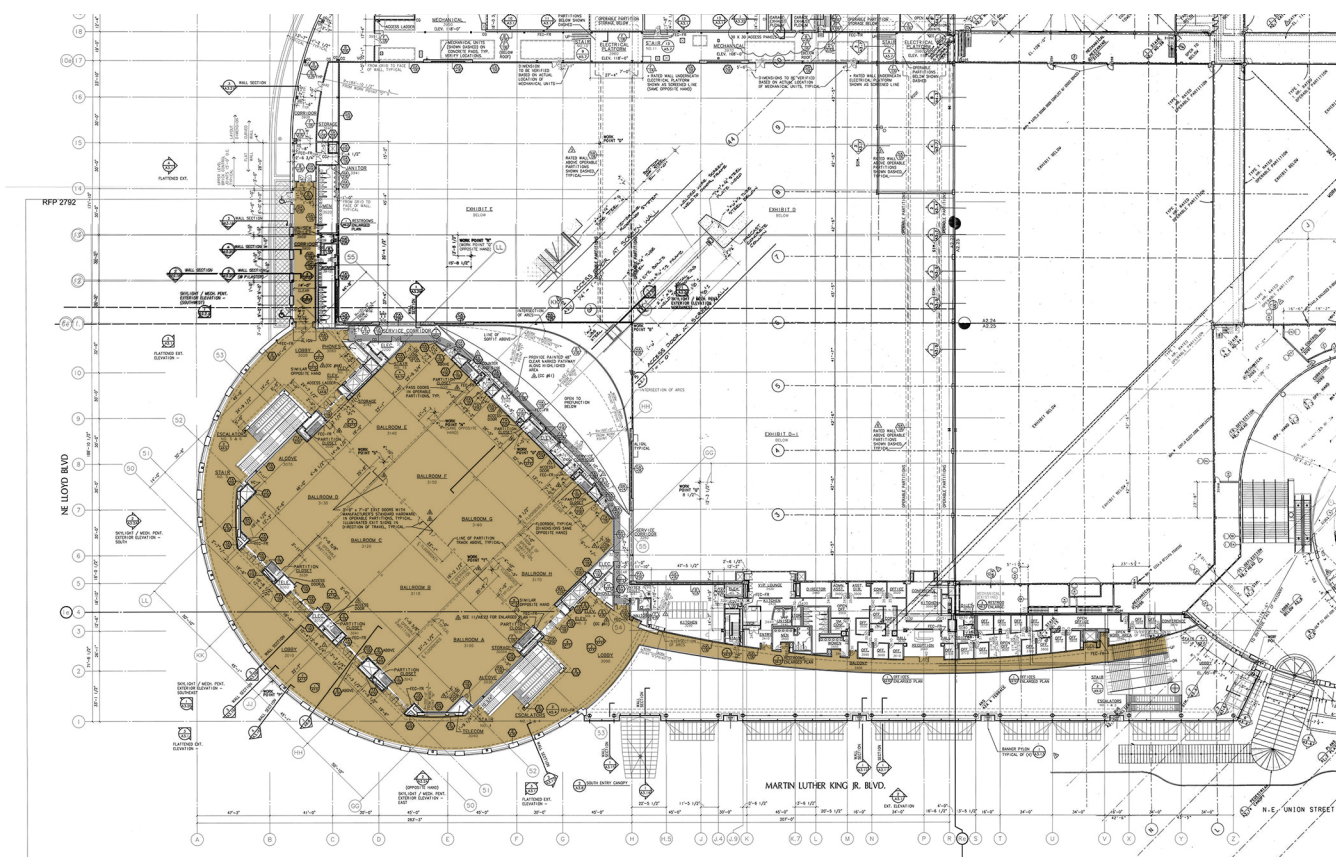
SEE LOWER LEVEL CONNECTION SCOPE PAGE FOR THIS AREA

- lighting controls as necessary. Assumption is that existing locations are not revised due to nature of existing egg crate ceiling.
- 2. Provide an allowance for miscellaneous electrical work and service to new signage locations.
- 3. Fire Alarm system will be upgraded to include emergency notification standards.
- 4. Incorporate music into lobby spaces, tied into existing sound system infrastructure. Any new speakers will need to be coordinated with existing ceiling system.
- 5. New floor box covers where required



EXPANSION CARPET

- Demolition
- 1. Remove all existing floor finishes in shaded area on diagram
- Floor Finishes
- 1. New Carpet finish, Axminster broadloom carpet, \$8/sf in shaded area on diagram.



**ADDITIONAL FUNCTIONAL SUPPORT  
SPACE - 8,000 SF**

The intent of this work is to provide the owner with flexible support space that can be used for the following to be determined uses:

- additional storage space
- expansion area for kitchen functions (equipment would be by others)
- possible support office space
- some combination of the above.

This area will have renovated plaza space above.

**Demolition**

1. Excavation of existing soils adjacent to exterior wall of existing structure is required for new floor area, approximately 25' below existing exterior grade.
2. Selective demolition of existing foundation walls required for connection to existing finished space.

**Doors and walls**

1. Allowance for new doors and GWB walls. Installed in existing CIP concrete retaining walls with proper foundation draining/ waterproofing ,etc. access control system on all new doors tied to existing S2 system.

**Ceilings - assume 24' aff**

1. assume 50% of space will have suspended ACT ceiling at 10' AFF. the other 50% of space will be open to structure

**Floor Finishes**

1. assume 50% of the space will be a non vinyl sheet good product, other 50% will be sealed concrete, rubber base at GWB walls

**Wall Finishes**

1. Paint all wall surfaces.

**Mechanical (incl. Fire Sprinkler Systems)**

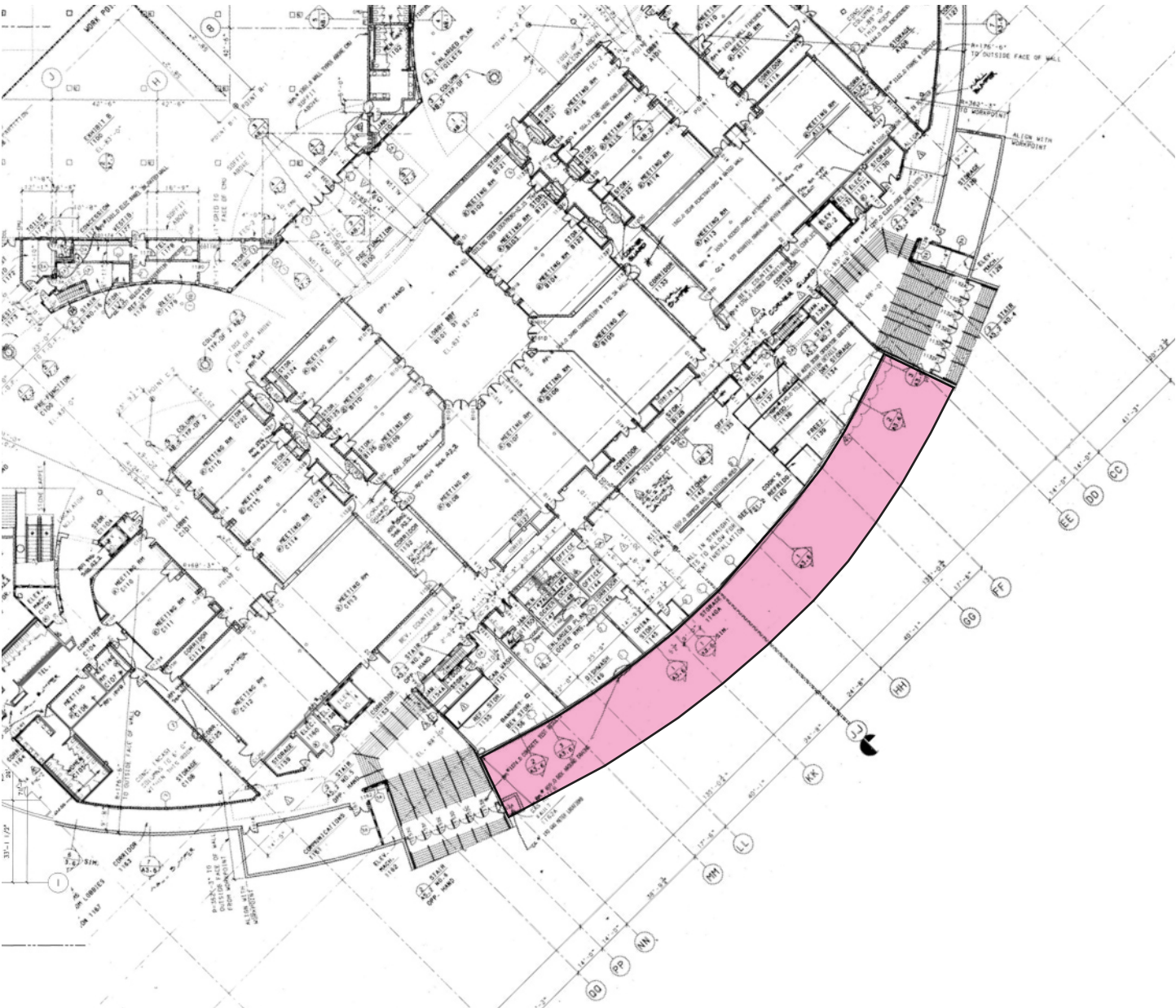
1. Provide all mechanical and sprinkler systems for new spaces. assume some plumbing may be required.

**Electrical (incl. Fire Alarm, Low Voltage, AV and Lighting)**

1. provide all new electrical service/power/data/FA for new spaces, Assume these are BOH spaces, appropriate lighting allowance for these spaces.

**Structural**

1. Foundation design required along with openings in existing foundation wall.
2. structural lid to space required, will be supporting plaza above. assume the structural roof slab will be approximately < 12" below the plaza finish elevation at that location.



LOWER LEVEL PARTIAL PLAN



CENTERLINE OF SPACE

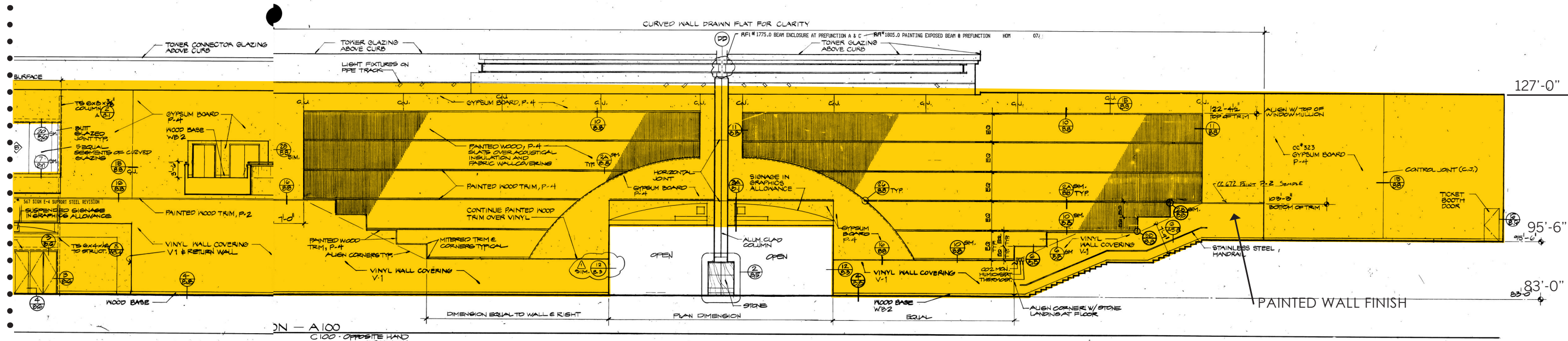


EXHIBIT HALL PRE FUNCTION ELEVATION LOOKING TOWARDS EXHIBIT HALLS - NORTH HALF, SOUTH IS THE SAME.

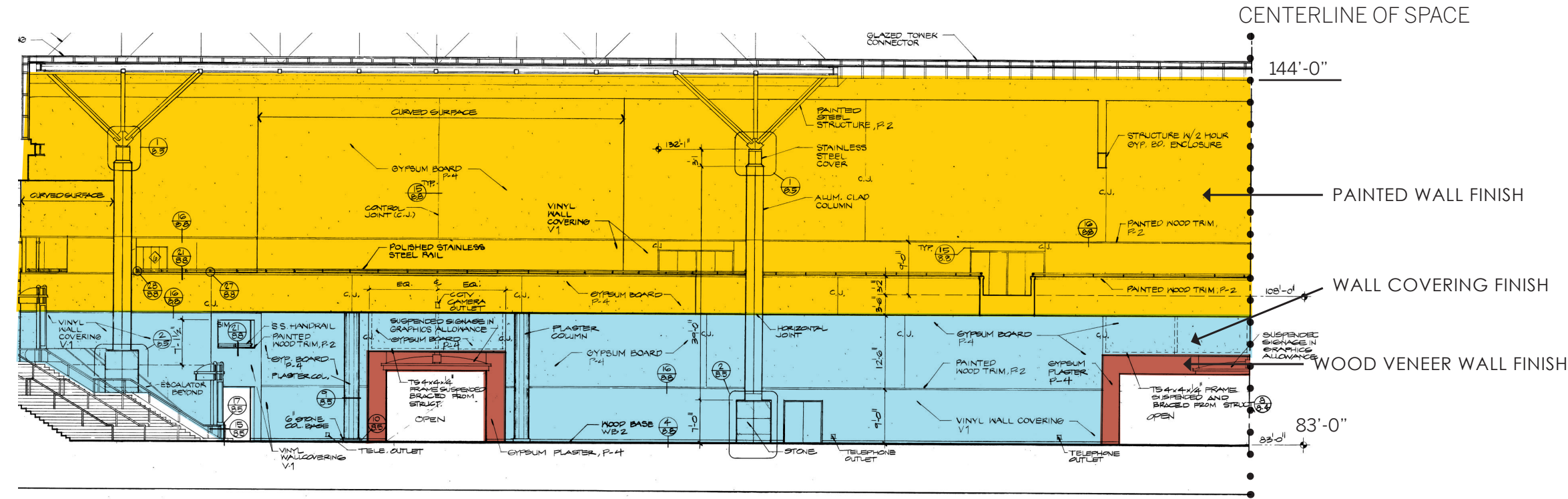
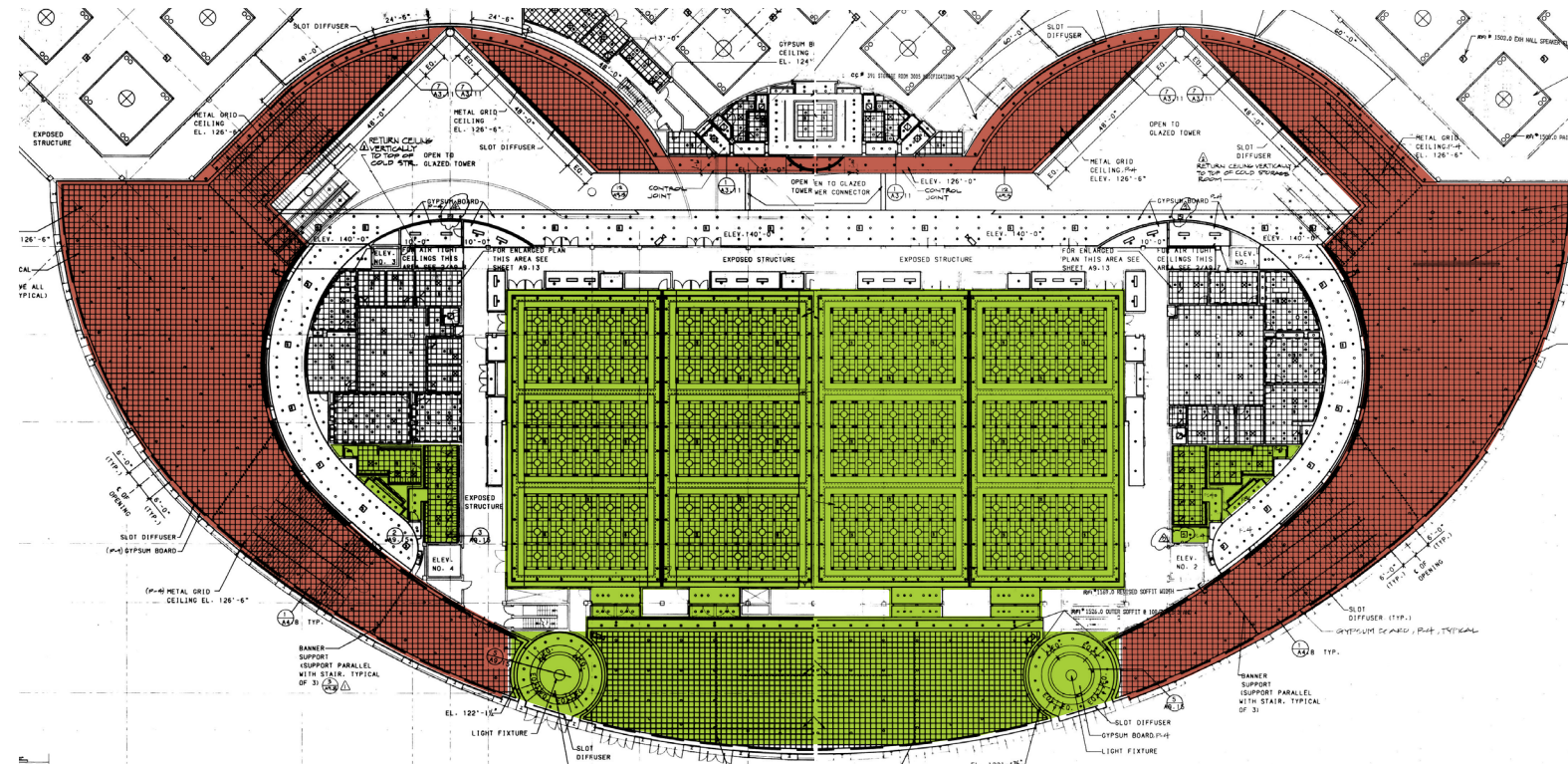


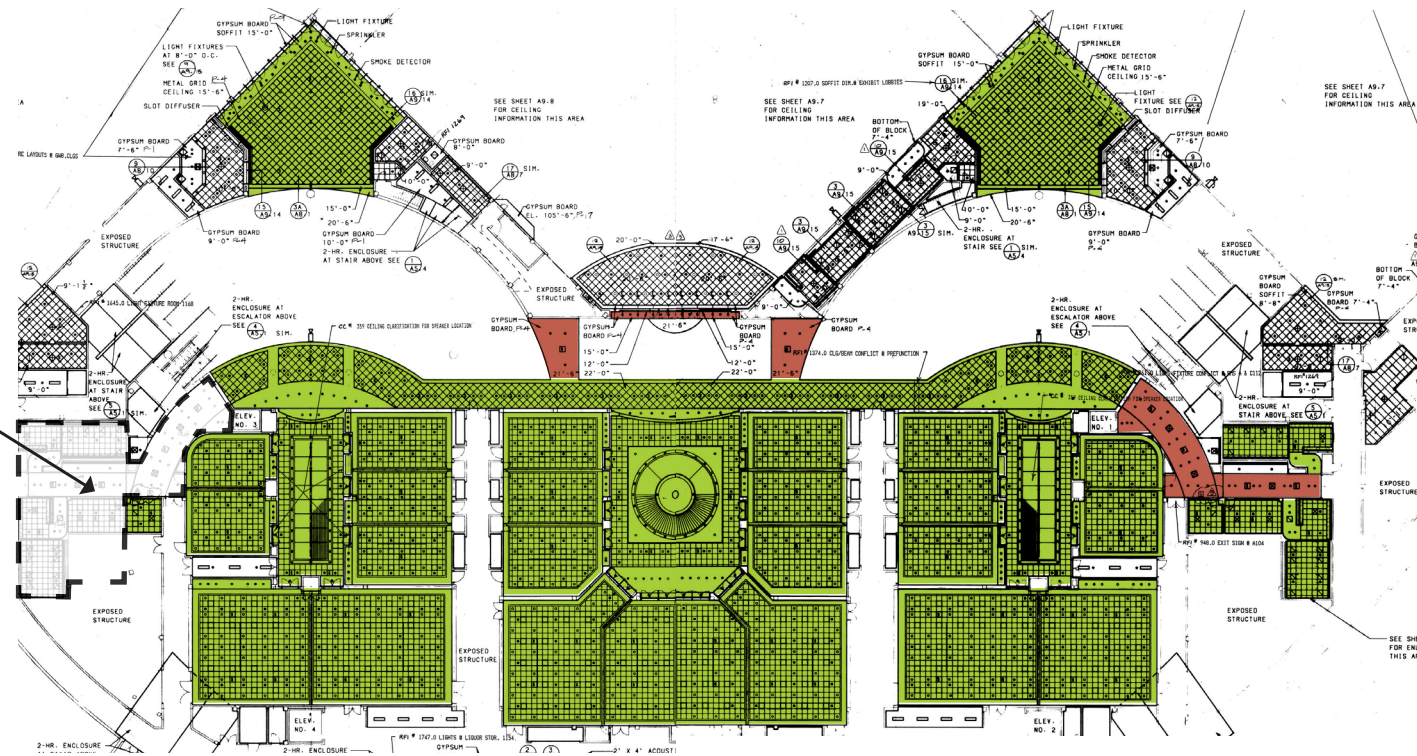
EXHIBIT HALL PRE FUNCTION ELEVATION LOOKING TOWARDS MEETING ROOMS - NORTH HALF, SOUTH IS THE SAME.



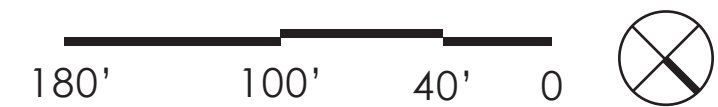
UPPER LEVEL REFLECTED CEILING PLAN

# RCP Scope Legend

- NEW CEILINGS AND SYSTEMS
- EXISTING CEILINGS WITH EXISTING LIGHTS REPLACED
- EXISTING CEILINGS WITH NO WORK



LOWER LEVEL REFLECTED CEILING PLAN



SCOPE AREA	CONSTRUCTION COSTS (LOADED)
1 MLK & HOLLADAY LOBBIES	\$1,049,901
2 BALLROOM PRE FUNCTION	\$1,927,446
3 BALLROOM	\$4,662,608
4 BALLROOM BATHROOMS	\$667,649
5 EXHIBIT HALL ENTRIES	\$478,088
6 EXHIBIT HALL PREFUNCTION	\$1,357,415
7 MEETING ROOM PREFUNCTION	\$917,280
8 MEETING ROOMS	\$3,978,685
9 LOWER LEVEL CONNECTION	\$3,536,182
10 GINKOBERRY CONCOURSE	\$381,442
11 EXPANSION CARPET	\$1,296,984
12 ADDITIONAL FUNCTIONAL SUPPORT SPACE	\$2,340,600
13 RETAIL AREA (CUCINA SPACE ONLY)	\$342,500
CLEAN EXISTING DUCKWORK	\$253,741
WAYFINDING AND SIGNAGE	\$1,142,358
REPLACE LIGHTING AT EXIST CLG TO REMAIN	\$985,718
FURNITURE ALLOWANCE (by owner)	\$400,000 (excluded below)
SUBTOTAL	\$25,318,597
ESCALATION 2Q2018	\$1,392,523
<b>RENOVATION SCOPE TOTAL</b>	<b>\$26,711,120*</b>

\* This is the estimated construction costs for the desired interior improvements requested by the owner to proceed with into design for the renovation project. The total construction budget for both the interior renovations and the exterior plaza and canopy project set by the owner is \$26,250,000. The currently agreed upon breakdown between interior and exterior work is as follows:

Construction Budget	\$26,250,000
Plaza Const Cost	\$3,516,373
Canopy allowance	\$1,000,000
Escalation	\$248,400
Sub total	\$4,764,773
Remaining identified for renovations	\$21,485,227

It is understood that the design team has been directed to begin design with a project scope that exceeds the desired budget limitations. The design team, through the course of the design phases, will work with the owner to develop a strategy for acheiving the construction budget goals through a combination of deferring certain renovation areas, developing bid alternates, or through a more thorough understanding of existing conditions make value related design decisions that may lead to reduced construction costs in certain scope areas. Our design fee will be based on design and documentation of \$26.7m of renovation scope. Furniture allowance has been held out of this number. A separate fee proposal will be provided for this scope of work.

## MERC STAFF REPORT

**Agenda Item/Issue:** Metropolitan Exposition and Recreation Commission approval of Work Order 2 for complete architectural and engineering services for interior renovations and improvements to the Oregon Convention Center as outlined in the Price Agreement Contract 306000 with LMN Architects and authorization of the GM of visitor venues to execute the Work Order.

**Resolution No:** 17-13

**Presented by:** Brent Shelby

**Date:** May 3, 2017

**Background:** In August 2015, LMN Architects was contracted to provide consulting and design services to create a cohesive Facility Master Plan for the execution of future design and upgrade projects at the Oregon Convention Center (OCC). This work has culminated in a comprehensive interior and exterior renovation and improvements scope of work. With a scope of work and allocated budget in hand, staff has undertaken steps to coincide completion of this project with opening of the Convention Center Hotel. These steps have included:

- In October 2016 LMN's contract was amended into a design services price agreement to provide "all phases of design development" for interior and exterior projects at OCC, wherein a series of design projects would be individually scoped and commissioned via Work Order.
- In November 2016 the first Work Order under the price agreement contract was issued for exterior plaza and entry design services.
- In February 2017 Metro Council authorized an exemption from competitive bidding via the procurement by competitive request for proposals of a Construction Manager/General Contractor (CMGC) for construction of the project. This method allows for better cost control, increased public safety during construction, and more opportunity for Metro to influence woman- and minority-owned subcontractor participation when project construction proposals are evaluated.

At staff's request LMN Architects has submitted a fee proposal for project Work Order 2 which completes the anticipated scope of the OCC project. They have included various sub-consultants, including Civil, Structural, and MEP Engineering, Signage, Lighting Design, LEED Administration, and Cost Estimation in their comprehensive Architecture and Engineering Design Services fee proposal. Work Order 1 covered the exterior scope; Work Order 2 covers the interior scope including lobbies, pre-function spaces, Oregon Ballroom, meeting rooms, operations support spaces, a lower level connection between exhibit hall pre-function spaces and Ginkoberry concourse plus new carpet and finishes.

**Fiscal impact:** The project will span from FY 2016-17 to FY 2018-19 with expenditures throughout as work progresses. The Oregon Convention Center has \$35 million budgeted for project design and construction. Approximately \$7 million of that budget is for design, engineering and other "soft costs". Total design fees including Work Order 2 is \$4,453,540 and within budget.

**Recommendation:** Staff recommends that the Metropolitan Exposition and Recreation Commission, by Resolution No. 17-13, approve the Work Order for architectural design and engineering services in the amount not to exceed TWO MILLION EIGHT HUNDRED SEVENTY THOUSAND SIX HUNDRED FORTY-TWO and 00/100 DOLLARS (\$2,870,642.00) for OCC interior renovations and improvements from the price agreement contract with LMN Architects for the OCC Master Plan and delegate authority to the General Manager of visitor venues to execute the Work Order.

**METROPOLITAN EXPOSITION RECREATION COMMISSION**

**Resolution No. 17-14**

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.
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 May 3, 2017.

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

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**Chair**

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**Secretary/Treasurer**

**By:**  

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**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:** 17-14

**Presented By:** Ben Rowe

**Date:** May 3, 2017

**Background and Analysis:** Throughout the year, the MERC capital program confronts many project challenges, which sometimes require changes to the original project scope. The four capital project budget scope changes presented below are complementary to each other. The Orchestra Shell and Loft Blocks project in the Schnitzer Concert Hall has changed scope due to an opportunity discovered during project planning to accomplish the same objectives of the project through technology instead of a more expensive major capital investment into the structure. Because of this opportunity, the budget for this project will not be expended this fiscal year. Conversely, the Building Re-key project encountered significant issues with broken and unusable door lock mechanisms at the Schnitzer (built in 1927) that had to be repaired and replaced to complete the project which drove the project costs 57% (\$54,149) over budget.

Because the Keller Auditorium requires extensive capital investment, some projects planned in the Keller are placed on hold or only the design for the project is completed until a capital investment strategy is further developed. The Keller Auditorium LED Lighting Conversion project is one where only the planning and design will be completed in fiscal year 2017. Because of this, the budget for this project will not be expended this fiscal year. Conversely, the City of Portland design review of the Schnitzer Backstage Door Replacement project was returned with more required changes, which increased the cost.

Portland's proposes the following 4 amendments to their capital projects to accommodate the unforeseen cost overruns on the Building Re-key project and the Schnitzer Backstage Door design requirements. The proposed amendments do not increase Portland's capital budget but instead decreases the Orchestra Shell and Keller LED Lighting Conversion projects budgets and increases the Building Re-key and Schnitzer Backstage Door projects by the same amounts for a net zero effect.

### Portland's Centers for the Arts

<b>Fund:</b>	<b>554 – Portland's Centers for the Arts</b>
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Line Item	Project #	Original Budget	Amended Budget	Amendment	Amended Budget
ACSH Orchestra Shell Rigging	8R092	150,000	118,850	(54,149)	64,701
AHH/ASCH/Keller Building Re-Key & Key Control Software	8R123	94,784	94,784	54,149	148,933
Keller Auditorium LED Lighting Conversion	8R094	110,635	110,635	(20,000)	90,635
ASCH Backstage Entry Door Replacement	8R157	30,000	65,000	20,000	85,000
<b>Total Requirements:</b>			<b>\$389,269</b>	<b>\$0</b>	<b>\$389,269</b>

1. 8R092 – ACSH Orchestra Shell Rigging – (\$118,850) - The strategic direction of this project changed mid-planning. We wish to reduce this budget by \$54,149 and increase the following project by the same amount.
2. 8R123 – AHH/ASCH/Keller Building Re-Key & Key Control Software – (\$94,784) – the Building Re-key project encountered significant issues with broken and unusable door lock mechanisms at the Schnitzer (built in 1927) that had to be repaired and replaced to complete the project which drove the project costs 57% (\$54,149) over budget.
3. 8R094 - Keller Auditorium LED Lighting Conversion – (110,635) – The full execution of this project is being delayed until a full capital investment and funding strategy is developed for Keller.
4. 8R157 – ASCH Backstage Entry Door Replacement – (\$65,000) – The City of Portland Design review process has again issued requirements increasing the costs of this project another estimated \$20,000.

**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 17-14.

**METROPOLITAN EXPOSITION RECREATION COMMISSION**

**Resolution No. 17-15**

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 2017-18.

**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 2017-18 budget for the MERC Fund; and

**WHEREAS**, MERC staff request certain budget amendments to the Proposed Budget for fiscal year 2017-18 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, 2017 and ending June 30, 2018 for inclusion as part of the total Metro budget for this period.
2. MERC requests that the Metro COO present these amendments to the Proposed Budget to the Metro Council for ratification.

Passed by the Commission on May 3, 2017.

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

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**Chair**

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**Secretary/Treasurer**

**By:**  

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**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 2017-18 Budget amendment to the MERC Fund.

**Resolution No:** 17-15

**Presented By:** Ben Rowe

**Date:** May 3, 2017

**Background and Analysis:** The General Manager of Visitor Venues position was filled March 1, 2017. The decision to propose this new position in fiscal year 2017-18 was delayed until the new GM was in place and could evaluate the MERC Admin team and the necessity of the proposed scope of work.

The new General Manager of Visitor Venues proposes a 1.0 FTE, 24 month limited duration, Program Director position. If approved, this position will be funded from July 1, 2017 through June 30, 2019.

The proposed Program Director position will manage a portfolio of special projects to accomplish and further the strategic plans and goals of the four Visitor Venues. This position will plan, develop, implement and monitor processes, policies, and procedures for the sustainable financial operation of the Visitor Venues.

In fiscal year 2017-18, this position will be funded from MERC fund reserves with no financial impact to the venues. Non TLT Pooled Capital MERC reserves in the fiscal year 2017-18 budget totals \$1,289,059. Funding for this position in fiscal year 2018-19 will be determined during budget development.

<b>Fund:</b>	<b>558 – MERC Admin</b>
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Line Item	Original Budget	Amendment	Amended Budget
Contingency (excluding TLT Pooled Capital)	\$1,289,059	(168,000)	\$1,121,059
MERC Admin Personnel Services	277,074	168,000	445,074
<b>Total Requirements:</b>	<b>\$1,566,133</b>	<b>\$0</b>	<b>\$1,566,133</b>

**Fiscal Impact:** This action will amend the FY 2017-18 Proposed Budget subtracting and adding the amounts listed above among the appropriate line items.

**Recommendation:** Staff recommends the Metropolitan Exposition Recreation Commission adopt Resolution 17-15.

**METROPOLITAN EXPOSITION RECREATION COMMISSION**  
**Resolution No. 17-16**

For the purpose of approving the purchase of roofing materials for the Portland Expo Center through an interstate cooperative procurement agreement

**WHEREAS**, the Portland Expo Center roofs on Halls D, E and the Connector roof require restoration; and

**WHEREAS**, the architect hired to design the roof restoration has specified the use of a Tremco Roofing Product in order to secure a long term warranty for the roof restoration; and

**WHEREAS**, the Association of Educational Purchasing Agencies has obtained a contract for the purchase of Tremco Roofing Product which is available to MERC through an interstate cooperative procurement in accordance with Oregon public contracting law; and

**WHEREAS**, purchasing the roofing materials will save the Portland Expo Center approximately \$45,000 if purchased through this interstate cooperative procurement agreement prior to June 1, 2017; and

**WHEREAS**, the Portland Expo Center will issue an invitation to bid for the Hall D, E and Connector Roof Project in early May that will use the purchased roofing materials; and

**WHEREAS**, staff recommend that the Metropolitan Exposition Recreation Commission (MERC) approve this purchase in an amount not to exceed \$905,000.00.

**BE IT THEREFORE RESOLVED** that:

MERC approves the purchase of the Tremco Roofing Product through the interstate cooperative procurement agreement in an amount not to exceed \$905,000.00.

Passed by the Commission on May 3, 2017.

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

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Chair

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Nathan A. S. Sykes, Deputy Metro Attorney

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Secretary-Treasurer

## MERC Staff Report

**Agenda Item/Issue:** Metropolitan Exposition and Recreation Commission approval of the expenditure of \$905,000 for the purpose of the purchase of roofing materials (Tremco Roofing Products), as specified by the Scott Edwards Architects, (project Architect) for the EXPO Hall D, E and Connector Roof Restoration Project through an interstate cooperative procurement agreement.

**Resolution No.:** 17-16

**Presented By:** Matthew P. Rotchford, Portland Expo Center  
Jesse Flores, Metro cPMO

**Date:** May 3, 2017

**Background and Analysis:** The Portland Expo Center has three roof systems – Halls D, E and Connector – that have been identified as failing and or reaching their end-of-life cycle for practical use. During the Fiscal Year18 budget process, the current roof systems were determined by Scott Edwards Architects as candidates for restoration rather than full replacement. Since restoration matches the sustainability values of Metro and MERC by reusing and recycling a great portion of Expo's existing roof, it was decided to follow that recommendation. The design recommended by the architect specifies Tremco Roof Products. Many large facilities and arenas with large roof systems have used this approach successfully. This product, when tied with a professional roofing company with certified application credentials for the Tremco product, will carry an all-inclusive 20 year warranty which is unmatched in the industry. The Expo Halls D, E and Connector Roof Restoration RFB design documents are scheduled to be completed and publicly advertised Friday, May 5<sup>th</sup>.

As we proceeded with the project, we learned of an immediate savings opportunity that allows for an additional 5% (\$45,000) in savings. Tremco Roof Products are scheduled to incur a 5% price increase on June 1, 2017. Purchasing the products ahead of the contract award will meet our guidelines/intent to have the product in hand prior to the June 1<sup>st</sup> price increase saving Expo approximately \$45,000. In addition to avoiding the roofing material cost increase, procuring Tremco materials through the interstate cooperative procurement agreement (U.S. Communities AEPA Agreement) provides access to a 13.4% freight free and a 2%, net 30 quick pay discount which also substantially increases our savings. The purchase covers the full roof system application for Halls D, E and the Connector, but also any additional add/alternates for the coating of the gutter system, etc. By making this owner purchase ahead of time, we will also be able to meet our summer timeline for contractor application from June-September, 2017 without interrupting our event business. This purchase would be made and received prior to FY17 close and there is capital budget available to make this materials purchase in order to gain these immediate savings.

**Fiscal Impact:** This project is budgeted in FY 2017-18 in the amount of \$1,898,750. The \$905,000 expenditure will not impact current budget, as the construction bids are anticipated to be under \$900,000.

**Recommendation:** Staff recommends that the Metropolitan Exposition-Recreation Commission adopt Resolution 17-16; approve the expenditure in the amount of Nine Hundred and Five Thousand and 00/100 DOLLARS (\$905,000.00) to purchase the Tremco Roofing Materials that will satisfy the Hall D, E and Connector Roof Restoration Project.

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# **MERC Commission Meeting**

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May 3, 2017  
12:30 pm

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4.0 Consent Agenda

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**Metropolitan Exposition Recreation Commission**  
**Record of MERC Commission Actions**  
April 5, 2017  
Oregon Zoo Education Center

<b>Present:</b>	Terry Goldman, Judie Hammerstad, Deidra Krys-Rusoff, Ray Leary, Karis Stoudamire-Phillips ( <i>arrived at 1:40 p.m.</i> ), Council Liaison Sam Chase
<b>Absent:</b>	Damien Hall
	A regular meeting of the Metropolitan Exposition-Recreation Commission was called to order by Vice Chair Terry Goldman at 12:44 p.m.
<b>1.0</b>	<b>QUORUM CONFIRMED</b> A quorum of Commissioners was present.
<b>2.0</b>	<b>OPPORTUNITY FOR PUBLIC COMMENT ON NON-AGENDA ITEMS</b> None
<b>3.0</b>	<b>COMMISSION/COUNCIL LIAISON COMMUNICATIONS</b> <ul style="list-style-type: none"> <li>Commissioners Leary, Hammerstad and Krys-Rusoff commented on their attendance at the recent Black Violin concert for Title 1 students at Portland's noting that the event and leadership by Robyn Williams and her team was empowering for youth in the community.</li> <li>Commissioner Goldman announced that he had nominated Oregon Convention Center for the Portland Rotary Club's Preserve Planet Earth award. Unfortunately, OCC wasn't selected for the honor this time.</li> </ul>
<b>4.0</b>	<b>GM COMMUNICATIONS</b> Scott Cruickshank provided these updates to the Commission: <ul style="list-style-type: none"> <li>Cruickshank introduced Karol Collymore, the new Venues Communications and Policy Development Manager. Her start date was March 22.</li> <li>Brent Shelby, formerly a project manager on the Zoo Bond team, has been named project manager for the Oregon Convention Center renovation.</li> <li>The OCC renovation project will participate in "Up to 1% for Equity", a project introduced by Councilor Chase.</li> <li>Audit of the management of the Oregon Convention Center Hotel has been completed. Three areas of concern were noted: <ul style="list-style-type: none"> <li>Concern about the availability of project management capacity due to the departure of former project manager Hillary Wilton</li> <li>Concern about the utilization of MWESB contractors and workers and</li> <li>Concern about LEED certification requirement of silver and aspiration to gold.</li> </ul> Management responded that the Venues Communications and Policy Development Manager has been hired to help with concerns about both project management and utilization of MWESB contractors. Mortensen is on schedule to achieve LEED silver and the project team is working with them to help ensure the achievement of LEED gold.</li> <li>On March 21, Mortensen Development, PDC and Metro hosted a small business open house at which Mortensen shared bid packages with over 60 potential contractors.</li> <li>Ben Rowe is working on a template for reporting progress on the venues' capital projects. It will be included in future meeting packets.</li> <li>The recruitment for the Executive Director of OCC has begun.</li> <li>Two finalists have been selected for the Aramark GM. Following today's meeting Cruickshank will meet with the venue directors to discuss input on the final selection.</li> </ul>
<b>5.0</b>	<b>FINANCIAL REPORT</b>

	MERC Finance Manager, Ben Rowe, updated the Commission on MERC finances.
<b>6.0</b>	<p><b>VENUE BUSINESS REPORTS</b></p> <p>Robyn Williams, Matthew P. Rotchford and Matt Pizzuti presented updates on business at the venues.</p> <ul style="list-style-type: none"> <li>Commissioner Goldman asked Pizzuti whether there was a plan in place for business displacement during the OCC renovation process. Pizzuti responded that a meeting will be held soon to identify possible problems and plan for their mitigation.</li> <li>Rotchford introduced Martin Ouellet, the site development analyst for Cirque Du Soleil. Ouellet is in town to meet with Rotchford and his staff as Expo plans for a run of Cirque Du Soleil shows this summer.</li> </ul>
<b>7.0</b>	<p><b>DIVERSITY ACTION PLAN UPDATE</b></p> <p>Kari Meyer and Patty Unfred of Metro Diversity Equity and Inclusion presented the update. Unfred also announced the recent hire of Nathan Baptiste as Metro Diversity Program Manager.</p> <ul style="list-style-type: none"> <li>Commissioner Kryz-Rusoff stated that she was pleased with the plan and that it now seemed to have traction.</li> <li>Commissioner Leary added that he is pleased with the document and asked whether the new hire was at management level. Unfred responded that Tolbert's (former diversity manager) title was Diversity Program Manager and he reported to COO Martha Bennett although he was physically located in Human Resources. He eventually moved to the Diversity Equity and Inclusion team in response to concerns. This position will have the same title, have complete autonomy over the diversity program, and report to the DEI Program Director. The position manages the Diversity Program budget.</li> <li>Leary asked how the success of the Diversity Action Plan will be measured. Meyer responded that staff will be asked to take part in an engagement survey as well as the Metro Cultural Compass survey. Those results will help measure success. The placement goals through the affirmative action plan and turnover rate will measure new hire success.</li> <li>Leary requested details about retention tools. Meyer responded that Employee Resource Groups are being planned to help retain employees. Trainings and other learning opportunities including mentorships and internships will be offered as well.</li> <li>Leary asked Unfred whether there was any response to the confusion around the hiring of the position. Unfred responded that Metro is doing a better job of recruiting in terms of racial diversity admitting that culture change at Metro continues to be a struggle. She stated that Employee Resource Groups are an important tool for addressing that with two "pilot" groups set: One for employees of color and one for LGBTQ staff. She added that the current recruitment director has championed diversity work and, although that person is leaving, the commitment from Metro HR will continue.</li> <li>Councilor Sam Chase suggested that Unfred comment on the Committee on Racial Equity (CORE). Unfred responded that the committee will advise council. Members are currently being recruited. Maria Caballero-Rubio of Centro Cultural and Sharon Gary-Smith former director of McKenzie River Gathering (MRG) will co-chair the committee of about 15 members. Unfred requested that commissioners forward any names of contacts that might be open to joining.</li> <li>Commissioner Kryz-Rusoff offered the help of the commission for support of diversity efforts.</li> <li>Commissioner Leary suggested that inviting MERC commissioners to gatherings concerning retention would make it clear to staff that Metro has people of color in leadership positions.</li> </ul>

	<ul style="list-style-type: none"> <li>Commissioner Hammerstad requested that there be regular reporting to MERC on the progress of the plan.</li> <li>Unfred added that training titled “Leading with a racial equity approach for structural transformation” will be offered in May and requested that commissioners attend if possible.</li> </ul> <p><i>Commissioner Stoudamire-Phillips arrived at 1:40 p.m. and Commissioner Goldman turned over leadership of the meeting to her.</i></p>
<b>8.0</b>	<p><b>ZOO BOND/EDUCATION CENTER UPDATE</b></p> <p>Heidi Rahn, Director of the Zoo Bond Program, and Grant Spickelmier, the Zoo Education Curator, presented the update. Following the meeting, a tour of the new Education Center will be offered to commissioners and staff.</p>
<b>9.0</b>	<p><b>CONSENT AGENDA</b></p> <p>Includes:</p> <ul style="list-style-type: none"> <li>Record of MERC Actions, March 1, 2017</li> <li>Ethics approval for Travel Portland FAM, June 1-4, 2017</li> </ul> <p>A motion was made by Commissioner Terry Goldman and seconded by Commissioner Leary to approve the Consent Agenda.</p> <p>VOTING: AYE: 5 (Leary, Kryz-Rusoff, Stoudamire-Phillips, Goldman, Hammerstad) NAY: 0 MOTION PASSED</p>
<b>10.0</b>	<p><b>ACTION AGENDA</b></p>
<b>10.1</b>	<p><b>Resolution 17-08:</b> For the purpose of ratifying the collective bargaining agreement with the International Alliance of Theatrical Stage Employees (IATSE) Local B-20.</p> <p>Ross Hume of Metro Human Resources presented the resolution.</p> <p>A motion was made by Commissioner Leary and seconded by Commissioner Kryz-Rusoff to approve resolution 17-08 as presented.</p> <p>VOTING: AYE: 5 (Leary, Kryz-Rusoff, Stoudamire-Phillips, Goldman, Hammerstad) NAY: 0 MOTION PASSED</p>
<b>10.2</b>	<p><b>Resolution 17-09:</b> For the purpose of ratifying the collective bargaining agreement with the International Alliance of Theatrical Stage Employees (IATSE) Local 28-1.</p> <p>Ross Hume of Metro Human Resources presented the resolution.</p> <p>Cruickshank noted that he is grateful for the skill and tenacity of Metro HR team which helped make this agreement happen.</p> <p>A motion was made by Commissioner Kryz-Rusoff and seconded by Commissioner Hammerstad to approve resolution 17-09 as presented.</p> <p>VOTING: AYE: 5 (Leary, Kryz-Rusoff, Stoudamire-Phillips, Goldman, Hammerstad) NAY: 0 MOTION PASSED</p>
<b>10.3</b>	<p><b>Resolution 17-10:</b> For the purpose of selecting Hollywood Lights, Inc. for the lighting system replacement project in the Newmark Theater and Dolores Winningstad Theater at Portland’s Centers for the Arts.</p> <p>Robyn Williams, Executive Director of the Portland’s Centers for the Arts, presented the resolution.</p> <p>A motion was made by Commissioner Kryz-Rusoff and seconded by Commissioner Hammerstad to approve resolution 17-10 as presented.</p> <p>VOTING: AYE: 5 (Leary, Kryz-Rusoff, Stoudamire-Phillips, Goldman, Hammerstad) NAY: 0 MOTION PASSED</p>
<b>10.4</b>	<p><b>Resolution 17-11:</b> For the purpose of approving the contract amendment with Portland Mechanical</p>

	<p>Contractors (PMC) for “On-Call Plumbing Maintenance and Repair” at the Oregon Convention Center (OCC).</p> <p>Matt Pizzuti, Interim Executive Director of the Oregon Convention Center presented the resolution. A motion was made by Commissioner Leary and seconded by Commissioner Goldman to approve resolution 17-11 as presented.</p> <p>VOTING:     AYE: 5 (Leary, Krys-Rusoff, Stoudamire-Phillips, Goldman, Hammerstad)</p> <p>                  NAY: 0</p> <p>                  MOTION PASSED</p>
	<p>As there was no further business to come before the Commission, the meeting was adjourned at 2:30 p.m.</p>

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# **MERC Commission Meeting**

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May 3, 2017  
12:30 pm

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8.0 Financial Report

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MARCH 2017

## FINANCIAL INFORMATION

*For Management Purposes only*



**OREGN**

Oregon  
Convention  
Center



# Memo

Date: May 3, 2017  
To: Commissioner Karis Stoudamire-Phillips, Chair  
Commissioner Deidra Kryz-Rusoff, Secretary-Treasurer  
Commissioner Damien Hall  
Commissioner Judie Hammerstad  
Commissioner Ray Leary  
From: Ben Rowe – MERC Finance Manager  
Re: Financial information for the month of March and 3<sup>rd</sup> quarter Fiscal Year 2016-17

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## Executive Summary

Overall, the venues are having another excellent year compared to record high revenues in recent years. When we control for the outliers in TLT and MTOCA transfers that occurred in March 2016, March 2017 gross revenues performed 9% better with less expenditures. YTD event related revenues compared to the prior year are closing the gap. In January, YTD event revenues closed 10% behind the prior year, in February 8% and in March 5.6%. Total MERC event revenues (charges for services and food & beverage), year to date (YTD), closed 12.2% above the three-year historical YTD average. Year to date rent and event charges for services closed 3.5% (\$780,000) below the prior year however, food and beverage closed 8.6% (-\$1.3 million) below the prior year. Total YTD MERC revenues closed 4.7% (\$2.4 million) below the prior year, 14% above the three-year historical average, and at budget projections. Total YTD MERC expenses closed in parity with the prior year, 12.7% above the three-year historical average, and 7% below YTD budget projections.

Transient Lodging Tax (TLT) is currently 1% (\$166,000) below the prior year and 20% above the three-year historical average. OCC doesn't have large events booked this year like they did the prior year however we still have 5 more scheduled TLT payments from Multnomah County this fiscal year. We may be experiencing some cooling in the hotel market and TLT revenue growth. On the other hand with more hotel rooms coming on line, increasing capacity, we may still see an increase again this year. This summer will be an excellent indicator of things to come in the next 2 years until the Hyatt opens. Our forecast stands that another significant deposit will go into our TLT pooled capital account providing much needed funding for OCC and Expo capital projects.

## Fiscal Year 2016-17 Economic Dynamics

Several economic and industry dynamics will interact throughout FY 2016-17 resulting in a fiscal year perhaps not as robust as the last two fiscal years. Firstly, FY 2014-15 and FY 2015-16 were both record-breaking high grossing years for the venues. Any comparison to these years is skewed because they were so robust. That being said, each of the venues' event schedule forecast for FY 2016-17 and beyond is unique. Portland's hosted a record number of Broadway performances (12.5 weeks) in FY 2015-16 however has even more (13.5 weeks) currently booked for FY 2016-17. OCC on the other hand may experience the effects of a reduced national convention schedule due to the current upswing in Portland's hotel market. The Portland hotel market began heating up a few years ago which facilitated a disincentive to hoteliers to provide large room blocks for national convention business. While hotel market demand has grown significantly in the last three years, supply has not increased since 2009. Looking to the near future, there are several downtown hotel projects slated to open in the next 36 months, which should greatly increase the market's capacity and opportunity for booking national conventions. Several large repeat clients at OCC and Expo schedule events every two years instead of each year. We have already seen the off year effect of this scheduling pattern at both venues in July. Finally, it is unknown how long the strong consumer confidence and spending which fueled our growth over the past two years can sustain itself. We hope the consumer spending trends we have seen recently will continue throughout the year and at each Broadway show and convention, however we may experience fluctuations in consumer spending influenced by national political and economic events throughout the year. The venues may have yet another great year or we may experience some cooling when compared to our most recent years.

### MERC Venues Events & Attendance

Total MERC venues March events and attendance are respectively 17% and 10% above the three-year historical average.

	2016		2017		Change from Prior Year	
Total MERC Venues	Events	Attendance	Events	Attendance	Events	Attendance
1 <sup>st</sup> Quarter	293	329,836	284	342,829	(9), (3%)	12,993, 4%
2 <sup>nd</sup> Quarter	462	497,534	443	513,411	(19), (4%)	15,877, 3%
3rd Quarter	438	680,882	469	654,702	(2), (0.5%)	(3,568), (1%)
January	118	214,190	97	165,003	(21), (18%)	(49,187), (23%)
February	169	255,663	182	248,019	13, 8%	(7,644), (3%)
March	151	211,029	190	241,680	39, 26%	30,651, 15%
Year to Date	1,631	2,189,134	1,665	2,165,644	34, 2%	(23,490), (1%)

### MERC Venues Revenues & Expense

Total MERC event revenues (charges for services and food & beverage) in March closed 14% higher than March 2016. Total venue expenses for March closed 1% above the prior year.

#### Food & Beverage

The total MERC venues food and beverage margin for March is 17% and 21% YTD, in parity with the three-year historical YTD average.

#### Net Operations

Total MERC YTD net operations are \$2.3 million less than the prior year most attributable to food and beverage operations performing significantly above average in FY 2015-16. However net operations are \$1.1 million greater than the three-year historical YTD average.

### Historical Actual Comparison FY 2014-2016 to FY 2016-17

Fiscal Year:	2014	2015	2016	2017	3-yr Hist.	% Diff	% Diff
Revenues	YTD	YTD	YTD	YTD	Average	Average	2016
Food and Beverage	10,498,580	12,594,121	15,205,417	13,895,238	12,766,040	8.8%	-8.6%
Charges for Services	15,255,929	18,492,397	22,070,821	21,294,389	18,606,382	14.4%	-3.5%
Lodging Tax	7,758,596	9,178,073	11,684,570	11,518,963	9,540,413	20.7%	-1.4%
Other	626,456	421,013	795,602	688,756	614,357	12.1%	-13.4%
<b>Total Revenues</b>	<b>34,139,561</b>	<b>40,685,604</b>	<b>49,756,410</b>	<b>47,397,347</b>	<b>41,527,192</b>	<b>14.1%</b>	<b>-4.7%</b>
<b>Expenses</b>							
Food and Beverage	9,156,055	9,958,548	11,456,632	11,037,136	10,190,412	8.3%	-3.7%
Personnel Services	12,304,642	13,154,360	14,299,758	14,796,616	13,252,920	11.6%	3.5%
Materials and Services	8,259,733	9,352,428	12,133,427	11,752,746	9,915,196	18.5%	-3.1%
Other Operating Expense	3,613,773	4,088,815	4,236,726	4,478,364	3,979,771	12.5%	5.7%
<b>Total Operating Expense</b>	<b>33,334,203</b>	<b>36,554,152</b>	<b>42,126,543</b>	<b>42,064,862</b>	<b>37,338,299</b>	<b>12.7%</b>	<b>-0.1%</b>
<b>Net Operations</b>	<b>805,358</b>	<b>4,131,452</b>	<b>7,629,867</b>	<b>5,332,485</b>	<b>4,188,892</b>	<b>27.3%</b>	<b>-30.1%</b>
<b>Food &amp; Beverage Margins</b>	<b>12.8%</b>	<b>20.9%</b>	<b>24.7%</b>	<b>20.6%</b>	<b>20.2%</b>	<b>0.4%</b>	<b>-4.1%</b>

### Oregon Convention Center

March revenues closed 13% (\$258,000) below March 2016, 17% above the three-year historical monthly average, and 10% above budget projections. OCC hosted 30 (86%) more event and 31,000 (45%) more attendees in March compared to the prior year. March events and attendance are respectively 33% above and 27% above the three-year historical monthly average. March expenses closed 8% below the prior year, 9% above the three-year historical average, and met March budget projections. OCC's YTD food and beverage margin is 18.6%, 8% below the prior YTD margin.

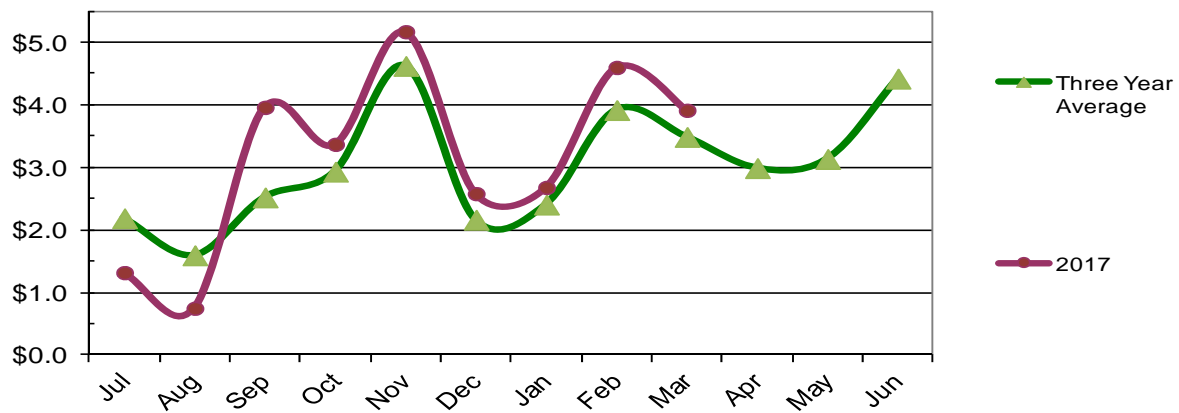
### Highest Grossing Events

Event*	Gross Event Revenue	% of March Event Revenue
National Council of Teachers of English Conference	\$267,336	10%
Oregon Governor's Safety & Health Conference	265,295	10%
Mass Timber Conference	208,339	8%
Pac West Cheer & Dance Nationals	206,220	8%
All other Events	1,750,790	65%
<b>Total</b>	<b>\$2,697,980</b>	<b>100%</b>

\*Note: revenue reported in the table above reflects event receipts in the reporting month only and not total gross event revenue or total gross monthly revenue.

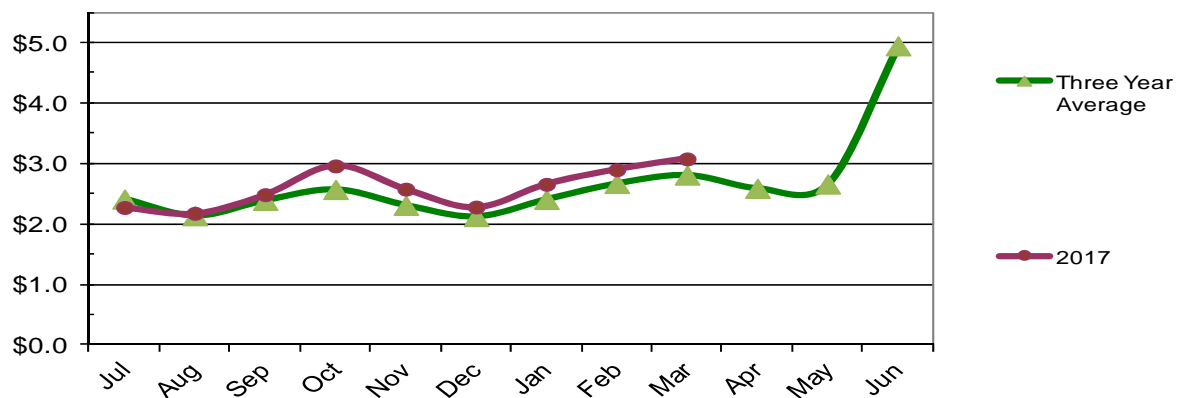
### OCC Program Revenues by Month

Shown in Millions



### OCC Program Expense by Month

Shown in Millions



### Portland's Centers for the Arts

Portland's March revenues closed 17% (\$310,000) below the prior year which was its record setting March. March closed 6% (\$85,000) above its three-year historical monthly average and 1% above budget expectations. Portland's hosted 9 (8%) more performances and 1,600 (2%) fewer attendees compared to the prior year. March performances and attendance are 16% and 8% respectively above the three-year historical monthly average. March expenses closed 10% above the prior year, 29% above the three-year historical average and met budget projections. Portland's YTD food and beverage margin is 31%, 3% above the prior YTD margin.

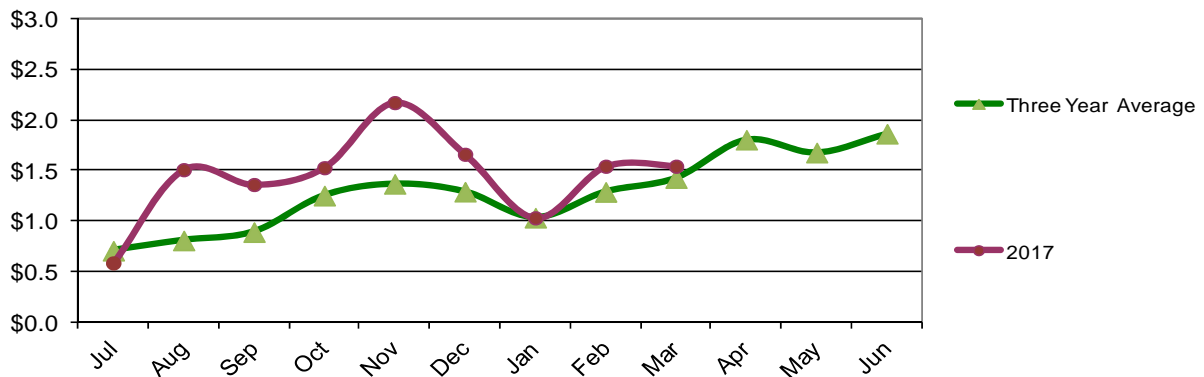
### Highest Grossing Events

Event*	Gross Event Revenue	% of March Event Revenue
Matilda	\$233,329	16%
Mamma Mia!	205,286	15%
Alton Brown	77,533	6%
Jerry Seinfeld	70,374	5%
All other Events	777,361	57%
<b>Total</b>	<b>\$1,353,884</b>	<b>100%</b>

\*Note: revenue reported in the table above reflects event receipts in the reporting month only and not total gross event revenue or total gross monthly revenue.

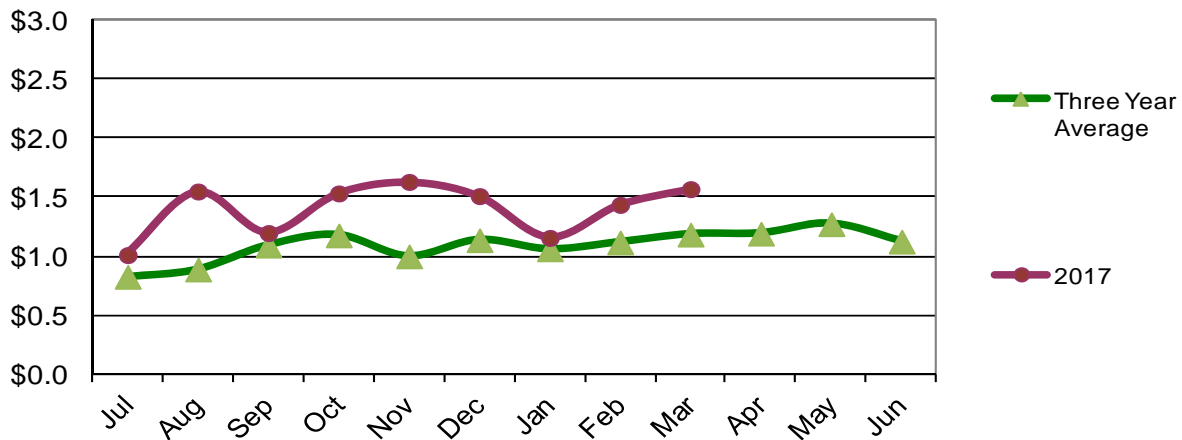
### P5CA Program Revenue by Month

Shown in Millions



### P5CA Program Expense by Month

Shown in Millions



## Portland Expo Center

Expo's 2016 March set a new monthly record. Its 2017 March closed 9% below average. Expo hosted the same number of events as the prior year, however, 1,300 (3%) more attendees. Events and attendance performed 44% and 13%, respectively, below the three-year historical March average. Expo's March expenses closed 8% above the prior year, 38% above the three-year historical monthly average, and 27% above budget projections. Expo's YTD food & beverage margin is 18%, 1% below the prior YTD margin.

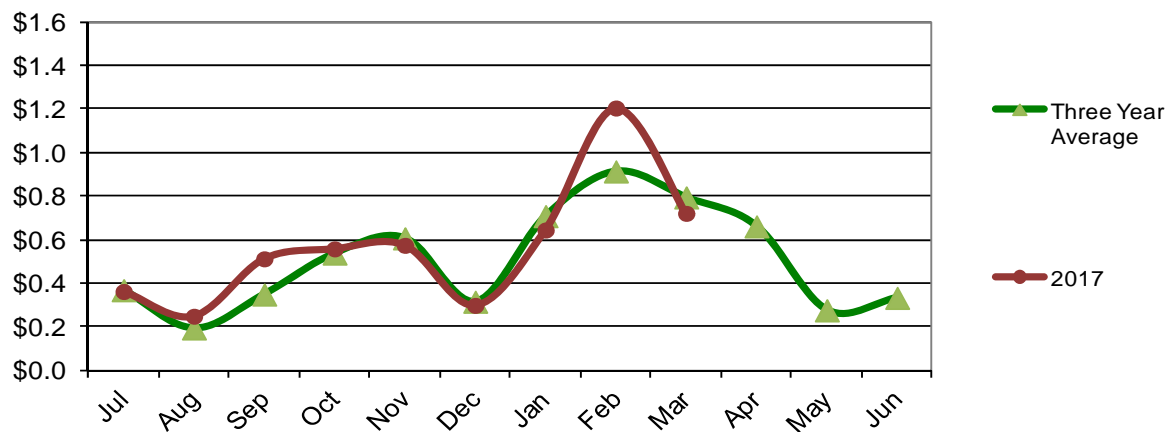
## Highest Grossing Events

Event*	Gross Event Revenue	% of March Event Revenue
Portland Metro RV Dealers Spring Show	\$214,933	32%
61 <sup>st</sup> Annual Portland Roadster Show	181,316	27%
America's Largest Antique Show	129,965	20%
Rose City Gun & Knife Show	34,766	5%
All other Events	101,210	15%
<b>Total</b>	<b>\$662,191</b>	<b>100%</b>

\*Note: revenue reported in the table above reflects event receipts in the reporting month only and not total gross event revenue or total gross monthly revenue.

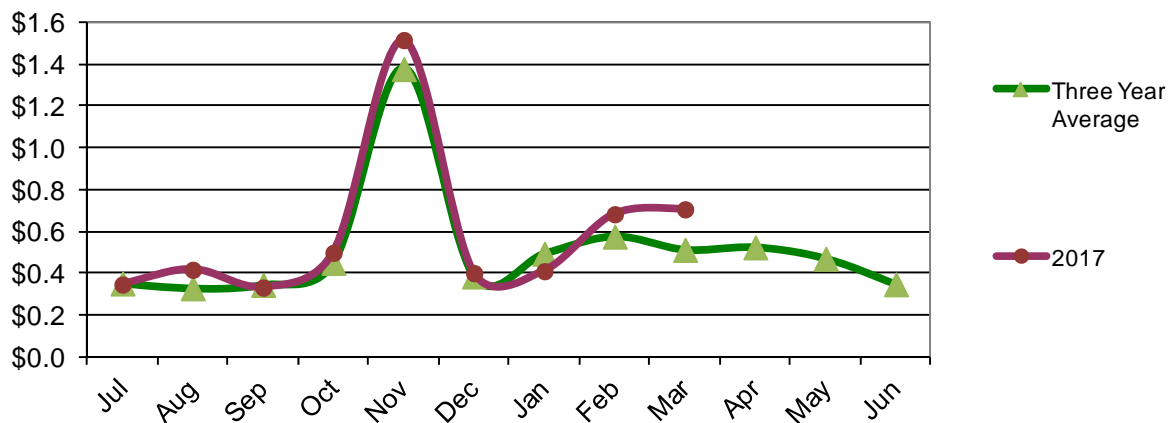
## Expo Program Revenue by Month

Shown in Millions



## Expo Program Expense by Month

Shown in Millions



# MERC Statement of Activity with Annual Budget

Metropolitan Exposition-Recreation Commission

All Departments

March 2017

	Current Month Actual	Prior Year Month Actual	Current Year to Date Actual	Prior Year to Date Actual	Current Year Budget	% of Prior Year	% of Annual Budget
<b>Operations</b>							
Charges for Services	3,331,657	3,021,133	21,294,389	22,070,821	25,283,884	96.48%	84.22%
Contributions from Governments	-	-	-	-	871,029	0.00%	0.00%
Contributions from Private Sources	-	-	-	-	13,000	0.00%	0.00%
Enhanced Marketing VDF	-	-	-	-	486,118	0.00%	0.00%
Food and Beverage Revenue	1,885,307	1,572,869	13,895,238	15,205,417	17,248,329	91.38%	80.56%
Grants	-	-	8,055	-	55,000	0.00%	14.65%
Interest Earnings	54,201	25,698	254,135	186,371	171,000	136.36%	148.62%
Lodging Tax	892,732	2,297,340	11,518,963	11,684,570	11,964,317	98.58%	96.28%
Miscellaneous Revenue	26,949	24,335	166,569	119,232	103,440	139.70%	161.03%
Transfers-R	73,333	490,000	259,997	490,000	330,000	53.06%	78.79%
Visitor Development Fund Alloc	-	-	-	-	6,468,315	0.00%	0.00%
<b>Total Revenues</b>	<b>6,264,179</b>	<b>7,431,374</b>	<b>47,397,347</b>	<b>49,756,410</b>	<b>62,994,432</b>	<b>95.26%</b>	<b>75.24%</b>
Capital Outlay	-	-	-	-	-	0.00%	0.00%
Food & Beverage Services	1,570,311	1,416,156	11,037,136	11,456,632	13,985,429	96.34%	78.92%
Materials and Services	1,763,506	2,007,383	11,752,746	12,133,427	17,350,339	96.86%	67.74%
Personnel Services	1,756,054	1,659,868	14,796,616	14,299,758	20,310,932	103.47%	72.85%
Transfers-E	356,418	328,045	4,478,364	4,236,726	9,814,830	105.70%	45.63%
Visitor Development Marketing	-	-	-	-	486,118	0.00%	0.00%
<b>Total Expenditures</b>	<b>5,446,288</b>	<b>5,411,452</b>	<b>42,064,862</b>	<b>42,126,543</b>	<b>61,947,648</b>	<b>99.85%</b>	<b>67.90%</b>
<b>Net Operations</b>	<b>817,890</b>	<b>2,019,922</b>	<b>5,332,485</b>	<b>7,629,867</b>	<b>1,046,784</b>		
<b>Capital</b>							
Contributions from Private Sources	-	-	318,750	193,750	637,501	164.52%	50.00%
Grants	-	-	108,512	30,980	-	350.26%	0.00%
Miscellaneous Revenue	-	-	4,317	2,455	-	175.84%	0.00%
Transfers-R	26,667	110,000	240,003	110,000	320,000	218.18%	75.00%
<b>Total Revenues</b>	<b>26,667</b>	<b>110,000</b>	<b>671,582</b>	<b>337,185</b>	<b>957,501</b>	<b>199.17%</b>	<b>70.14%</b>
Capital Outlay	(2,464)	26,267	2,230,651	1,174,373	14,418,744	189.94%	15.47%
Materials and Services	667,176	-	1,174,187	18,571	46,000	6322.69%	2552.58%
<b>Total Expenditures</b>	<b>664,712</b>	<b>26,267</b>	<b>3,404,838</b>	<b>1,192,944</b>	<b>14,464,744</b>	<b>285.41%</b>	<b>23.54%</b>
<b>Net Capital</b>	<b>(638,045)</b>	<b>83,733</b>	<b>(2,733,256)</b>	<b>(855,758)</b>	<b>(13,507,243)</b>		
<b>12 Month Fund Balance Increase</b>	<b>179,845</b>	<b>2,103,655</b>	<b>2,599,229</b>	<b>6,774,108</b>	<b>(12,460,459)</b>		

# MERC Statement of Activity with Annual Budget

Metropolitan Exposition-Recreation Commission

Convention Center Operating Fund

March 2017

	Current Month Actual	Prior Year Month Actual	Current Year to Date Actuals	Prior Year to Date Actual	Current Year Budget	% of Prior Year to Date	% of Annual Budget
<b>Operations</b>							
Charges for Services	1,712,518	1,199,056	8,917,701	9,997,030	10,764,464	89.2%	82.8%
Enhanced Marketing VDF	-	-	-	-	486,118	0.0%	0.0%
Food and Beverage Revenue	1,392,165	1,091,091	9,577,344	11,090,633	12,000,000	86.4%	79.8%
Grants	-	-	8,055	-	-	0.0%	0.0%
Interest Earnings	21,185	11,121	92,475	70,529	75,000	131.1%	123.3%
Lodging Tax	793,958	2,030,105	10,244,487	10,325,379	10,593,288	99.2%	96.7%
Miscellaneous Revenue	12,275	5,493	68,100	42,706	17,000	159.5%	400.6%
Transfers-R	(17,396)	151,013	(556,563)	(320,881)	(758,751)	173.4%	73.4%
Visitor Development Fund Alloc	-	-	-	-	5,771,546	0.0%	0.0%
<b>Total Revenues</b>	<b>3,914,705</b>	<b>4,487,879</b>	<b>28,351,599</b>	<b>31,205,396</b>	<b>38,948,665</b>	<b>90.9%</b>	<b>72.8%</b>
<b>Expenditures</b>							
Food & Beverage Services	1,151,680	990,840	7,812,782	8,335,527	9,762,922	93.7%	80.0%
Materials and Services	821,466	1,281,455	5,962,235	7,179,269	10,217,186	83.0%	58.4%
Personnel Services	904,261	871,208	7,611,203	7,610,383	10,892,021	100.0%	69.9%
Transfers-E	199,731	191,339	2,000,513	1,909,945	6,790,481	104.7%	29.5%
Visitor Development Marketing	-	-	-	-	486,118	0.0%	0.0%
<b>Total Expenditures</b>	<b>3,077,139</b>	<b>3,334,842</b>	<b>23,386,733</b>	<b>25,035,124</b>	<b>38,148,728</b>	<b>93.4%</b>	<b>61.3%</b>
<b>Net Operations</b>	<b>837,567</b>	<b>1,153,037</b>	<b>4,964,866</b>	<b>6,170,273</b>	<b>799,937</b>		
<b>Capital</b>							
Contributions from Private Sources	-	-	199,219	121,094	398,438	164.5%	50.0%
Grants	-	-	97,548	-	-	0.0%	0.0%
Miscellaneous Revenue	-	-	4,317	2,455	-	175.8%	0.0%
Transfers-R	26,667	110,000	240,003	650,000	1,695,000	36.9%	14.2%
<b>Total Revenues</b>	<b>26,667</b>	<b>110,000</b>	<b>541,087</b>	<b>773,549</b>	<b>2,093,438</b>	<b>69.9%</b>	<b>25.8%</b>
Capital Outlay	(100,040)	-	736,012	273,212	6,913,959	269.4%	10.6%
Materials and Services	661,195	-	970,989	18,571	-	5228.5%	0.0%
<b>Total Expenditures</b>	<b>561,156</b>	<b>-</b>	<b>1,707,001</b>	<b>291,783</b>	<b>6,913,959</b>	<b>585.0%</b>	<b>24.7%</b>
<b>Net Capital</b>	<b>(534,489)</b>	<b>110,000</b>	<b>(1,165,915)</b>	<b>481,766</b>	<b>(4,820,521)</b>		
<b>12 Month Fund Balance Increase</b>	<b>303,078</b>	<b>1,263,037</b>	<b>3,798,951</b>	<b>6,652,038</b>	<b>(4,020,584)</b>		

# MERC Statement of Activity with Annual Budget

Metropolitan Exposition-Recreation Commission

Portland's Centers for the Arts Fund

March 2017

	Current Month Actual	Prior Year Month Actual	Current Year to Date Actuals	Prior Year to Date Actual	Current Year Budget	% of Prior Year to Date	% of Annual Budget
<b>Operations</b>							
Charges for Services	1,131,541	1,302,831	9,163,634	8,804,805	10,351,965	104.1%	88.5%
Contributions from Governments	-	-	-	-	871,029	0.0%	0.0%
Contributions from Private Sources	-	-	-	-	13,000	0.0%	0.0%
Food and Beverage Revenue	290,992	272,174	2,633,865	2,508,254	3,252,119	105.0%	81.0%
Grants	-	-	-	-	55,000	0.0%	0.0%
Interest Earnings	18,061	9,496	86,986	78,093	60,000	111.4%	145.0%
Lodging Tax	98,773	267,235	1,274,477	1,359,191	1,371,029	93.8%	93.0%
Miscellaneous Revenue	8,567	5,398	73,085	46,742	61,590	156.4%	118.7%
Transfers-R	(36,852)	(35,701)	(331,670)	(321,310)	(442,226)	103.2%	75.0%
Visitor Development Fund Alloc	-	-	-	-	696,769	0.0%	0.0%
<b>Total Revenues</b>	<b>1,511,082</b>	<b>1,821,433</b>	<b>12,900,378</b>	<b>12,475,775</b>	<b>16,290,275</b>	<b>103.4%</b>	<b>79.2%</b>
Food & Beverage Services	217,344	212,498	1,838,344	1,815,610	2,520,826	101.3%	72.9%
Materials and Services	638,588	552,710	4,466,957	3,788,806	5,126,153	117.9%	87.1%
Personnel Services	616,865	563,255	5,331,628	4,726,686	6,786,405	112.8%	78.6%
Transfers-E	96,587	97,369	966,428	919,561	1,256,191	105.1%	76.9%
<b>Total Expenditures</b>	<b>1,569,384</b>	<b>1,425,831</b>	<b>12,603,357</b>	<b>11,250,664</b>	<b>15,689,575</b>	<b>112.0%</b>	<b>80.3%</b>
<b>Net Operations</b>	<b>(58,302)</b>	<b>395,602</b>	<b>297,021</b>	<b>1,225,112</b>	<b>600,700</b>		
<b>Capital</b>							
Contributions from Private Sources	-	-	71,719	43,594	95,625	164.5%	75.0%
Grants	-	-	9,964	30,980	-	32.2%	0.0%
<b>Total Revenues</b>	<b>-</b>	<b>-</b>	<b>81,683</b>	<b>74,574</b>	<b>95,625</b>	<b>109.5%</b>	<b>85.4%</b>
Capital Outlay	104,983	16,749	1,314,445	700,522	5,229,405	187.6%	25.1%
Materials and Services	5,981	-	54,223	-	-	0.0%	0.0%
<b>Total Expenditures</b>	<b>110,964</b>	<b>16,749</b>	<b>1,368,668</b>	<b>700,522</b>	<b>5,229,405</b>	<b>195.4%</b>	<b>26.2%</b>
<b>Net Capital</b>	<b>(110,964)</b>	<b>(16,749)</b>	<b>(1,286,985)</b>	<b>(625,948)</b>	<b>(5,133,780)</b>		
<b>12 Month Fund Balance Increase</b>	<b>(169,266)</b>	<b>378,852</b>	<b>(989,964)</b>	<b>599,163</b>	<b>(4,533,080)</b>		

# MERC Statement of Activity with Annual Budget

Metropolitan Exposition-Recreation Commission

Expo Fund

March 2017

	Current Month Actual	Prior Year Month Actual	Current Year to Date Actuals	Prior Year to Date Actual	Current Year Budget	% of Prior Year to Date	% of Annual Budget
<b>Operations</b>							
Charges for Services	487,599	519,246	3,213,054	3,268,986	4,167,455	98.3%	77.1%
Food and Beverage Revenue	202,149	209,604	1,684,029	1,606,530	1,996,210	104.8%	84.4%
Interest Earnings	2,383	1,613	10,625	11,832	18,000	89.8%	59.0%
Miscellaneous Revenue	6,107	13,444	25,384	29,783	24,850	85.2%	102.1%
Transfers-R	23,333	269,722	209,997	187,498	280,000	112.0%	75.0%
<b>Total Revenues</b>	<b>721,571</b>	<b>1,013,628</b>	<b>5,143,088</b>	<b>5,104,629</b>	<b>6,486,515</b>	<b>100.8%</b>	<b>79.3%</b>
Food & Beverage Services	201,286	212,818	1,386,010	1,305,495	1,701,681	106.2%	81.4%
Materials and Services	294,687	170,950	1,099,716	947,815	1,468,915	116.0%	74.9%
Personnel Services	168,743	154,314	1,354,187	1,318,003	1,765,261	102.7%	76.7%
Transfers-E	42,425	39,337	1,478,098	1,407,220	1,734,308	105.0%	85.2%
<b>Total Expenditures</b>	<b>707,142</b>	<b>577,419</b>	<b>5,318,011</b>	<b>4,978,533</b>	<b>6,670,165</b>	<b>106.8%</b>	<b>79.7%</b>
<b>Net Operations</b>	<b>14,429</b>	<b>436,210</b>	<b>(174,923)</b>	<b>126,096</b>	<b>(183,650)</b>		
<b>Capital</b>							
Contributions from Private Sources	-	-	47,813	29,063	143,438	164.5%	33.3%
Grants	-	-	1,000	-	-	0.0%	0.0%
Transfers-R	-	-	-	280,000	1,016,740	0.0%	0.0%
<b>Total Revenues</b>	<b>-</b>	<b>-</b>	<b>48,813</b>	<b>309,063</b>	<b>1,160,178</b>	<b>15.8%</b>	<b>4.2%</b>
Capital Outlay	(7,407)	9,518	180,194	200,638	2,025,380	89.8%	8.9%
Materials and Services	-	-	148,975	-	46,000	0.0%	323.9%
<b>Total Expenditures</b>	<b>(7,407)</b>	<b>9,518</b>	<b>329,169</b>	<b>200,638</b>	<b>2,071,380</b>	<b>164.1%</b>	<b>15.9%</b>
<b>Net Capital</b>	<b>7,407</b>	<b>(9,518)</b>	<b>(280,356)</b>	<b>108,424</b>	<b>(911,202)</b>		
<b>12 Month Fund Balance Increase</b>	<b>21,836</b>	<b>426,692</b>	<b>(455,279)</b>	<b>234,520</b>	<b>(1,094,852)</b>		

# MERC Statement of Activity with Annual Budget

Metropolitan Exposition-Recreation Commission

MERC Admin Sub Fund

March 2017

	Current Month Actual	Prior Year Month Actual	Current Year to Date Actuals	Prior Year to Date Actual	Current Year Budget	% of Prior Year to Date	% of Annual Budget
<b>Operations</b>							
Interest Earnings	12,572	3,468	64,049	25,917	18,000	247.1%	355.8%
Transfers-R	104,248	104,966	938,233	944,692	1,250,977	99.3%	75.0%
<b>Total Revenues</b>	<b>116,821</b>	<b>108,434</b>	<b>1,002,282</b>	<b>970,609</b>	<b>1,268,977</b>	<b>103.3%</b>	<b>79.0%</b>
<b>Capital Outlay</b>							
Materials and Services	8,765	2,268	223,837	217,538	538,085	102.9%	41.6%
Personnel Services	66,185	71,092	499,599	644,685	867,245	77.5%	57.6%
Transfers-E	17,675	-	33,325	-	33,850	0.0%	98.4%
<b>Total Expenditures</b>	<b>92,624</b>	<b>73,361</b>	<b>756,761</b>	<b>862,223</b>	<b>1,439,180</b>	<b>87.8%</b>	<b>52.6%</b>
<b>Net Operations</b>	<b>24,196</b>	<b>35,074</b>	<b>245,521</b>	<b>108,386</b>	<b>(170,203)</b>		
<b>Capital</b>							
Transfers-R	-	-	-	(820,000)	(2,391,740)	0.0%	0.0%
<b>Total Revenues</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>(820,000)</b>	<b>(2,391,740)</b>	<b>0.0%</b>	<b>0.0%</b>
<b>Capital Outlay</b>							
<b>Total Expenditures</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>250,000</b>	<b>0.0%</b>	<b>0.0%</b>
<b>Net Capital</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>(820,000)</b>	<b>(2,641,740)</b>		
<b>12 Month Fund Balance Increase</b>	<b>24,196</b>	<b>35,074</b>	<b>245,521</b>	<b>(711,614)</b>	<b>(2,811,943)</b>		

## MERC Food and Beverage Margins

March 2017

	Current Month Actual	Prior Year Month Actual	Current Year to Date	Prior Year to Date Actual	Annual Budget
<b>Convention Center Operating Fund</b>					
Food and Beverage Revenue	1,392,165	1,091,091	9,577,344	11,090,633	12,000,000
Food & Beverage Services	1,151,680	990,840	7,812,782	8,335,527	9,762,922
Food and Beverage Gross Margin	240,485	100,251	1,764,562	2,755,107	2,237,078
Food and Beverage Gross Margin %	17.27%	9.19%	18.42%	24.84%	18.64%
<b>Portland'S Centers for the Arts Fund</b>					
Food and Beverage Revenue	290,992	272,174	2,633,865	2,508,254	3,252,119
Food & Beverage Services	217,344	212,498	1,838,344	1,815,610	2,520,826
Food and Beverage Gross Margin	73,648	59,676	795,521	692,644	731,293
Food and Beverage Gross Margin %	25.31%	21.93%	30.20%	27.61%	22.49%
<b>Expo Fund</b>					
Food and Beverage Revenue	202,149	209,604	1,684,029	1,606,530	1,996,210
Food & Beverage Services	201,286	212,818	1,386,010	1,305,495	1,701,681
Food and Beverage Gross Margin	863	(3,214)	298,020	301,035	294,529
Food and Beverage Gross Margin %	0.43%	-1.53%	17.70%	18.74%	14.75%
<b>MERC Fund Total</b>					
Food and Beverage Revenue	1,885,307	1,572,869	13,895,238	15,205,417	17,248,329
Food & Beverage Services	1,570,311	1,416,156	11,037,136	11,456,632	13,985,429
Food and Beverage Gross Margin	314,996	156,714	2,858,102	3,748,785	3,262,900
Food and Beverage Gross Margin %	16.71%	9.96%	20.57%	24.65%	18.92%

**MERC Visitor Venues**  
**Events-Performances-Attendance**  
**FY 2016-17**

	3rd Quarter 13-14		3rd Quarter 14-15		3rd Quarter 15-16		3rd Quarter 16-17		Net Change from Prior Year	
OCC	Events	Attendance	Events	Attendance	Events	Attendance	Events	Attendance	Events	Attendance
Tradeshows/Conventions	17	32,211	21	37,469	18	52,117	22	52,512	(3)	14,648
Consumer Public Shows	18	153,243	20	201,360	18	184,232	22	144,211	(2)	(17,128)
Miscellaneous	-	-	-	-	-	-	-	-	-	-
Miscellaneous -In-House	33	528	46	786	63	1,317	62	1,029	17	531
Meetings	32	12,786	40	17,456	24	12,902	44	21,745	(16)	(4,554)
Catering	17	9,167	13	7,974	15	9,400	14	9,612	2	1,426
<b>Totals</b>	<b>117</b>	<b>207,935</b>	<b>140</b>	<b>265,045</b>	<b>138</b>	<b>259,968</b>	<b>164</b>	<b>229,109</b>	<b>(2)</b>	<b>(5,077)</b>

	3rd Quarter 13-14		3rd Quarter 14-15		3rd Quarter 15-16		3rd Quarter 16-17		Net Change from Prior Year	
Expo Center	Events	Attendance	Events	Attendance	Events	Attendance	Events	Attendance	Events	Attendance
Consumer Public Shows	15	128,970	16	157,521	14	154,367	16	153,354	(2)	(3,154)
<i>Cirque Du Soleil</i>	6	14,454	-	-	-	-	-	-	-	-
Miscellaneous	8	2,581	4	73	2	35	1	3,171	(2)	(38)
Meetings	5	214	7	295	5	700	5	254	(2)	405
Catering	-	-	-	-	1	400	1	411	1	400
Tradeshows/Conventions	1	4,135	2	5,450	3	8,505	3	6,197	1	3,055
<b>Totals</b>	<b>29</b>	<b>135,900</b>	<b>29</b>	<b>163,339</b>	<b>25</b>	<b>164,007</b>	<b>26</b>	<b>163,387</b>	<b>(4)</b>	<b>668</b>
<b>Totals w/Cirque du Soleil</b>	<b>35</b>	<b>150,354</b>	<b>29</b>	<b>163,339</b>	<b>25</b>	<b>164,007</b>	<b>26</b>	<b>163,387</b>	<b>(4)</b>	<b>668</b>

	3rd Quarter 13-14		3rd Quarter 14-15		3rd Quarter 15-16		3rd Quarter 16-17		Net Change from Prior Year	
Portland '5	Performances	Attendance	Performances	Attendance	Performances	Attendance	Performances	Attendance	Performances	Attendance
Commercial (Non-Broadway)	22	28,175	18	26,229	17	32,039	17	22,497	(1)	5,810
Broadway	14	30,021	24	59,474	24	63,496	31	72,539	-	4,022
Resident Company	73	78,655	80	93,066	75	74,572	80	83,597	(5)	(18,494)
Non-Profit	79	31,993	70	30,306	74	26,302	64	26,494	4	(4,004)
Promoted/Co-Promoted	-	-	14	2,492	19	7,935	16	9,025	5	5,443
Student	63	48,036	63	44,337	62	52,326	68	47,870	(1)	7,989
Miscellaneous	10	3,263	2	162	4	237	3	184	2	75
<b>Totals</b>	<b>261</b>	<b>220,143</b>	<b>271</b>	<b>256,066</b>	<b>275</b>	<b>256,907</b>	<b>279</b>	<b>262,206</b>	<b>4</b>	<b>841</b>
<b>Total MERC</b>			<b>440</b>	<b>684,450</b>	<b>438</b>	<b>680,882</b>	<b>469</b>	<b>654,702</b>	<b>(2)</b>	<b>(3,568)</b>

**MERC Visitor Venues  
Events-Performances-Attendance  
FY 2016-17**

	March 2014*		March 2015*		March 2016		March 2017		Net Change from Prior Year		March 2016	
OCC	Events	Attendance	Events	Attendance	Events	Attendance	Events	Attendance	Events	Attendance	Revenue	% of Rev.
Tradeshows/Conventions	11	22,025	13	26,881	7	34,377	13	41,266	6	6,889	1,813,846	67%
Consumer Public Shows	7	48,133	6	51,007	2	27,748	7	45,599	5	17,851	180,548	7%
Miscellaneous									-	-		0%
Miscellaneous -In-House	12	153	21	353	12	302	23	398	11	96	5,892	0%
Meetings	13	4,713	14	5,421	9	2,622	17	9,671	8	7,049	404,347	15%
Catering	8	4,183	7	4,237	5	3,593	5	2,692	-	(901)	293,346	11%
<b>Totals</b>	<b>51</b>	<b>79,207</b>	<b>61</b>	<b>87,899</b>	<b>35</b>	<b>68,642</b>	<b>65</b>	<b>99,626</b>	<b>30</b>	<b>30,984</b>	<b>\$ 2,697,979</b>	<b>100%</b>

	March 2014*		March 2015*		March 2016		March 2017		Net Change from Prior Year		March 2016	
Expo Center	Events	Attendance	Events	Attendance	Events	Attendance	Events	Attendance	Events	Attendance	Revenue	% of Rev.
Consumer Public Shows	5	47,329	7	51,967	4	43,869	5	47,294	1	3,425	656,545	99%
<i>Cirque Du Soleil</i>	6	14,454	-	-	-	-	-	-	-	-		0%
Miscellaneous	5	345	2	27	1	15	-	-	(1)	(15)		0%
Meetings	-	-	-	-	-	-	1	16	1	16	1,238	0%
Catering	-	-	-	-	-	-	-	-	-	-	219	0%
Tradeshows/Conventions	-	-	1	2,092	1	2,110	-	-	(1)	(2,110)	4,189	1%
<b>Totals</b>	<b>10</b>	<b>47,674</b>	<b>10</b>	<b>54,086</b>	<b>6</b>	<b>45,994</b>	<b>6</b>	<b>47,310</b>	<b>-</b>	<b>1,316</b>	<b>\$ 662,191</b>	<b>100%</b>
<b>Totals w/Cirque du Soleil</b>	<b>16</b>	<b>62,128</b>	<b>10</b>	<b>54,086</b>	<b>6</b>	<b>45,994</b>	<b>6</b>	<b>47,310</b>	<b>-</b>	<b>1,316</b>	<b>\$ 662,191</b>	<b>100%</b>

	March 2014*		March 2015*		March 2016		March 2017		Net Change from Prior Year		March 2016	
Portland '5	Performances	Attendance	Performances	Attendance	Performances	Attendance	Performances	Attendance	Performances	Attendance	Revenue	% of Rev.
Commercial (Non-Broadway)	11	10,905	10	13,490	6	14,080	10	11,605	4	(2,475)	335,036	25%
Broadway	5	11,000	8	15,309	8	18,990	12	31,616	4	12,626	465,592	34%
Resident Company	32	29,563	34	31,098	27	19,987	26	18,835	(1)	(1,152)	180,856	13%
Non-Profit	16	10,032	23	13,658	29	12,659	30	12,297	1	(362)	217,211	16%
Promoted/ Co-Promoted			1	52	4	2,196	7	5,318	3	3,122	146,480	11%
Student	26	11,248	30	19,428	36	28,481	34	15,073	(2)	(13,408)	5,257	0%
Miscellaneous	3	435	-	-	-	-	-	-	-	-	3,452	0%
<b>Totals</b>	<b>93</b>	<b>73,183</b>	<b>106</b>	<b>93,035</b>	<b>110</b>	<b>96,393</b>	<b>119</b>	<b>94,744</b>	<b>9</b>	<b>(1,649)</b>	<b>\$ 1,353,884</b>	<b>100%</b>
<b>Total MERC</b>			<b>177</b>	<b>235,020</b>	<b>151</b>	<b>211,029</b>	<b>190</b>	<b>241,680</b>	<b>39</b>	<b>30,651</b>		

# MERC Statement of Fund Balances and Reserves

March 2017

	FY 2017 Through March	FY 2016 Through March	FY 2016 Through June	FY 2017 Annual Budget
<b><u>Oregon Convention Center</u></b>				
Beginning Fund Balance	21,770,042	18,574,045	18,574,045	18,513,545
Fund Balance Inc (Dec)	3,798,951	6,652,038	3,195,997	(4,020,584)
<b>Ending Fund Balance</b>	<b>25,568,993</b>	<b>25,226,083</b>	<b>21,770,042</b>	<b>14,492,961</b>
<i>Contingency - Operating</i>				1,500,000
<i>Contingency - New Capital-Business Strategy</i>				1,821,308
<i>Contingency - Renewal &amp; Replacement</i>				11,171,653
<b>Ending Fund Balance</b>				<b>14,492,961</b>
<b><u>Portland'5 Centers for the Arts</u></b>				
Beginning Fund Balance	13,178,660	10,622,451	10,622,451	11,348,488
Fund Balance Inc (Dec)	(989,964)	599,163	2,556,209	(4,533,080)
<b>Ending Fund Balance</b>	<b>12,188,696</b>	<b>11,221,614</b>	<b>13,178,660</b>	<b>6,815,408</b>
<i>Contingency - Operating</i>				600,000
<i>Contingency - New Capital-Business Strategy</i>				2,004,255
<i>Contingency - Renewal &amp; Replacement</i>				4,211,153
<b>Ending Fund Balance</b>				<b>6,815,408</b>
<b><u>Expo</u></b>				
Beginning Fund Balance	2,843,104	3,167,865	3,167,865	2,798,742
Fund Balance Inc (Dec)	(455,279)	234,520	(324,760)	(1,094,852)
<b>Ending Fund Balance</b>	<b>2,387,825</b>	<b>3,402,385</b>	<b>2,843,105</b>	<b>1,703,890</b>
<i>Contingency - Operating</i>				350,000
<i>Contingency - New Capital-Business Strategy</i>				1,353,890
<i>Contingency - Renewal &amp; Replacement</i>				-
<b>Ending Fund Balance</b>				<b>1,703,890</b>
<b><u>MERC Administration</u></b>				
Beginning Fund Balance	14,171,403	8,001,482	8,001,481	8,188,922
Fund Balance Inc (Dec)	245,521	(711,614)	6,169,921	(2,794,443)
<b>Ending Fund Balance</b>	<b>14,416,924</b>	<b>7,289,868</b>	<b>14,171,402</b>	<b>5,394,479</b>
<i>Contingency - Operating</i>				65,000
<i>Contingency - Renewal &amp; Replacement</i>				1,576,837
<i>Contingency - TLT Pooled Capital</i>				3,752,642
<b>Ending Fund Balance</b>				<b>5,394,479</b>
<b><u>MERC Fund</u></b>				
Beginning Fund Balance	51,963,209	40,365,843	40,365,842	40,849,697
Fund Balance Inc (Dec)	2,599,229	6,774,107	11,597,367	(12,442,959)
<b>Ending Fund Balance</b>	<b>54,562,438</b>	<b>47,139,950</b>	<b>51,963,209</b>	<b>28,406,738</b>

**Materials following this page are  
attachments to the public record.**



KEEP  
CALM  
AND  
CARRY  
ON

SIGN  
RENOVATIONS  
SPRING/SUMMER 2017



PORTLAND'S  
CENTERS FOR THE ARTS



Metro



www.portland5.com/signrenovations for more information

# THE ICONIC "PORTLAND" SIGN OUTSIDE ARLENE SCHNITZER CONCERT HALL ON SOUTHWEST BROADWAY COMES DOWN FOR RENOVATION IN MAY AND WILL RETURN IN JULY.

## FAQ

### Why are you renovating the sign?

The sign that hangs on the building today was installed in 1984 when the Arlene Schnitzer Concert Hall opened. Since then, weathering has taken its toll on the sign. The renovation work will bring the original sign back to life by replacing the corroded outer steel shell with a new, lightweight aluminum shell, replacing all of the wiring and neon tubing, and giving it a fresh coat of paint.

### Isn't the sign a historic landmark?

The Arlene Schnitzer Concert Hall's exterior is listed on the National Register of Historic Places, but the sign that's in place today is a 1984 replica of the original 1928 model. In 1930, that sign was changed to say "Paramount" after the film studio.

### What will the new sign look like?

The "new" sign will look exactly like the current one, except that it will have fresh, unfaded paint, new electrical wiring, new light bulb sockets and new neon letters. The renovation project will duplicate the existing shape of the sign.

### When will the sign be taken down?

Work on the sign will begin May 2, 2017. It will come down in pieces with the final segments being removed by May 6, 2017. The full renovation is estimated to take 6-8 weeks, and be completed by late June.

### How are you going to take the sign down?

The sign will come down in two main phases. The outer section, or the facing, on the north and south side that say "Portland", will come down in three segments on each side. The "spine" that holds these sections in place will come down next and be worked on separately.

## FUN FACTS

- While currently made out of steel, the new sign will incorporate new aluminum to make it lighter and more weather resistant
- As of 2014, all bulbs on the sign have been LEDs, saving 93,000 kWh of electricity a year
- The sign is 65' 4" tall, and 12' 2" wide
- There are 1,096 bulbs in the sign

For more details visit [www.portland5.com/signrenovations](http://www.portland5.com/signrenovations)



Name of Show	Show Date	Show Time/s	Counties Included	School Districts Represented	Title I Elementary Schools Name	# of Students	Title I Middle Schools Names	# of Students	Title I High School Names	# of Students	Demographics of Students attending the event	Partners for Event included
Exploring Mars with Kobie Boykins: Nat Geo	9/30/2016	11:00:00 AM	Multnomah County	PPS	N/A	0	King Middle School Cesar Chavez MS George MS Scott MS Boise-Elliott-Humboldt MS	808	N/A	0	Title I School, Physical, Mental disabilities	PPS Kristen Brayson, LIVE Stream with Blaze Streaming Media
Hypnotic Brass Ensemble	11/16/2016	11:00:00 AM	Multnomah County, Clackamas County	PPS, Reynolds, Alternative-Charter School, David Douglas	N/A	N/A	King Vestal George Scott Boise-Elliott Lee Lane Lent Vernon Cesar Chavez SEI Bridger	1741	Roosevelt Jefferson Madison Franklin Reynolds David Douglas Rosemary Anderson POIC alt.	524	Title I School, Physical, Mental disabilities, Alternative Schools, SEI - CBO- Middle School - African American Youth, I Am Academy - African and Latino American Youth	PPS Kristen Brayson, RACC, Hypnotic Brass Artist- attended Luncheon-outreach
CANCELLLED SHOW DUE TO SNOW												
Mariachi Flor De Toloache	2/24/2017	9:00:00 AM	Washington County	Hillsboro	Walter Henry Elementary School	350	South Meadows Middle School	950	N/A	0	Title I School, Physical, Mental disabilities	
* Naturally 7 - COMP TICKET SHOW	2/16/2017	7:00:00 PM	Multnomah County	PPS	Sitton Elementary James John Elementary Cesar Chavez	3	Parkrose Middle School George Middle School	10	Roosevelt High School	12	Title I School, I Am Academy - African and Latino American Youth	Parent Chaperones
*-Swan Lake*-Oregon Ballet- COMP SHOW TICKETS	2/26/2017	2:00:00 PM	Multnomah County	PPS	James John Elementary	2	George Middle School Cesar Chavez Middle School	3	Roosevelt High School	3	Title I School, I Am Academy - African and Latino American Youth	Oregon Ballet-
Nat Geo Lee Berger	3/24/2017	11:00:00 AM	Multnomah County	PPS	N/A	0	Cesar Chavez Middle School George Middle School Ockly Green Middle School Astor Middle School Mt. Tabor Middle School	510	Roosevelt High School Madison High School	236	Title I School	PPS Kristen Brayson
Black Violin Show #1	4/3/2017	11:00:00 AM	Multnomah County	PPS	Beach Elementary Bridger K-8 Cesar Chavez K-8 Creston K-8 Faubian K-8 Jason Lee K-8 Kelly Elementary King K-8 Rigler Elementary Rosa Parks Elementary Sitton Elementary Vestal K-8 Whitman Elementary	2008	George Middle School	56	Jefferson High School Roosevelt High School Grant High School Franklin High School Rosemary Anderson POIC High School	360	Title I School, Physical, Mental disabilities, Alternative Schools, SEI - CBO- Middle School - African American Youth, I Am Academy - African and Latino American Youth, Sign Language translator live during show	PPS Kristen Brayson, RACC, Metro/Merc

Black Violin Show #2	4/4/2017	10:00:00 AM	Washington County, Multnomah County, Clackamas County	PPS, Reynolds, Hillsboro, Gresham, Beaverton, Clackamas	Hollydale Elementary Highland Elementary Lot Whitcomb Elementary Chehalem Elementary William Walker Elementary Free Orchards Elementary McKinley Elementary North Gresham Elementary Reedville Elementary Lynch View Elementary	2275	South Meadows Middle School	77	Reynolds High School	50	Title I School, Physical, Mental disabilities	
Black Violin #3	4/4/2017	12:00:00 PM	Washington County, Multnomah County, Clackamas County	PPS, Hillsboro, Gresham, Clackamas, Job Corps	Highland Elementary Boise-Elliot K-8 James John Elementary Kelly Creek Elementary Lot Whitcomb Markham Elementary King K-8 Marysville K-8 Peninsula Elementary WL Henry K-6 Woodlawn Elementary Woodmere Elementary Jason Lee Elementary	2356	N/A	N/A	Job Corps	60	Title I School, Physical, Mental disabilities, Alternative Schools, Job Corp	PPS Kristen Brayson
34 Elem -K-8 schools							16 Middle Schools		10 High Schools			
						6994		4155		1245		
TOTAL STUDENTS SERVED												12, 394

Counties Served:  
Multnomah County 60%  
Clackamas County 25 %  
Washington County 15%

Student Demographics  
African American 30%  
Asian 5%  
Hispanic 25%  
Native American/Alaskan  
Native 5%  
Multiple 10%  
Pacific Islander 5%  
White 20%



Dear Councilors and Commissioners:

Please join us for this important event on **Saturday, May 6, 2pm**, at the Portland Expo Center:

***Return & Remembrance: A Pilgrimage to the Portland Assembly Center.*** We hope you can join us.

*Regards, Matthew P. Rotchford, Director Portland Expo Center...*

Portland JACL and the Oregon Nikkei Endowment are holding a special event entitled **Return & Remembrance: A Pilgrimage to the Portland Assembly Center**, on Saturday, May 6, 2017, 2-4 pm, at the Portland Expo Center, to commemorate the 75 anniversary of Executive Order 9066.

In 1942, Japanese Americans were forcibly removed from their homes, businesses, and farms without any due process solely because they looked like the enemy. They were only given days to close up homes and dispose of property and businesses, and they could only take what they could carry.

We will be remembering Issei and recognizing Nisei and Sansei, the great-grandparents, grandparents, and parents who endured the loss of liberty in a hostile, unwelcoming environment. Their pain, which was hidden for years, is still with us today.

*Return & Remembrance* will include stories of life at the Portland Assembly Center by former internee George Nakata, performances by the Minidoka Swing Band, taiko by Unit Souzou, special words by distinguished officials and speakers from all over the United States, and more.

*Return & Remembrance* is free and open to the public, but RSVPs are requested to Oregon Nikkei Endowment at [info@oregonnikkei.org](mailto:info@oregonnikkei.org) or 503-224-1458.

## **Return & Remembrance**

*A Pilgrimage to the Portland Assembly Center*

Saturday, May 6, 2017, 2-4pm

Portland Expo Center, Exhibit Hall A

2060 N. Marine Drive, Portland

Free parking

*Free and open to the public*

*RSVP requested to Oregon Nikkei Endowment*

503-224-1458, [info@oregonnikkei.org](mailto:info@oregonnikkei.org)

Please visit <http://www.oregonnikkei.org/activities.htm> for more information on this event. This program is presented by Oregon Nikkei Endowment and Portland JACL. *Return & Remembrance* is sponsored by Metro and the Portland Expo Center.



## RED CROSS DISASTER RELIEF TRAILER PREPAREDNESS – PORTLAND EXPO 2017



Tentative calendar for the month of										Tentative calendar for the month of									
		SUNDAY		MONDAY		TUESDAY		WEDNESDAY		THURSDAY		FRIDAY		SATURDAY					
ASCH					1	Live Nation Patton Oswalt 7:30pm	2	Portland'5 Presents Eighth Blackbird & Bonnie Prince Billy 7:30pm	3	OSO Link Up 10:30am and 12:00pm WAC Shaun King 7:00pm	4	OSO Special Disney in Concert 7:30pm	5	JS Touring Jerry Seinfeld 7:00pm and 9:30pm Two shows, one call time	6				
KA								POA La Boheme 7:00pm Open Rehearsal				POA La Boheme 7:30pm							
NMK												OCT Pinkalicious 7:00pm Open Rehearsal		OCT Pinkalicious 2:00pm and 5:00pm					
WIN				Ctr Growing/Becoming Changing Aging 2:30pm and 7:00pm															
AHH										Stumptown Stages The Toxic Avenger 7:30pm BT		Stumptown Stages The Toxic Avenger 7:30pm BT		Stumptown Stages The Toxic Avenger 2:00pm and 7:30pm BT					
OCC	EXPO					Business Alliance Breakfast		Spring Acctng Career						CEVA Volleyball					
ASCH		PYP PYP #4 4:00pm	7		8		9	White Bird Martha Graham Dance 7:30pm	10		11		12	OSO Classical #15 Persèphone 10:00am Open Rehersal 7:30pm Performance	13				
KA		POA La Boheme 2:00pm								POA La Boheme 7:30pm				POA La Boheme 7:30pm					
NMK		OCT Pinkalicious 11:00am and 2:00pm								OCT Pinkalicious 9:45am and 11:45am Two shows, one call time		OCT Pinkalicious 9:45am and 11:45am Two shows, one call time		OCT Pinkalicious 2:00pm and 5:00pm					
WIN						PDX Jazz Eliane Elias 7:30pm						OR College Art/Craft Commencement Ceremony 11:00am Open Rehearsal		OR College Art/Craft Commencement Ceremony 1:00pm					
AHH		Stumptown Stages The Toxic Avenger 2:00pm BT		Portland'5 Ctrs for the Arts Noontime Showcase Stumptown Stages 12:00pm Rotunda Lobby						Stumptown Stages The Toxic Avenger 7:30pm BT		Stumptown Stages The Toxic Avenger 7:30pm BT		Stumptown/Toxic Avenger 2:00pm and 7:30pm BT OCAC Reception 2:30pm Rotunda Lobby					
OCC	EXPO	CEVA Volleyball												BabyFest					
ASCH		OSO Classical #15 Persèphone 7:30pm	14	OSO Classical #15 Persèphone 7:30pm	15		16		17		18		19	OSO Classical #16 Mahler's Symphony No. 2 7:30pm	20				
KA						Broadway Across America An American in Paris 7:30pm		Broadway Across America An American in Paris 7:30pm		Broadway Across America An American in Paris 7:30pm		Broadway Across America An American in Paris 7:30pm		Broadway Across America An American in Paris 2:00pm and 7:30pm					
NMK		OCT Pinkalicious 11:00am and 2:00pm								OCT Pinkalicious 9:45am and 11:45am Two shows, one call time		OCT Pinkalicious 9:45am and 11:45am Two shows, one call time		OCT Pinkalicious 2:00pm and 5:00pm					
WIN				Portland'5 Presents Emel Mathlouthi 7:30pm															
AHH		Stumptown Stages The Toxic Avenger 2:00pm BT																	
OCC	EXPO			World Wide Group				PyCon		PyCon		PyCon		PyCon Crafty Wonderland Rose City Gun/Knife					
ASCH		OSO Classical #16 Mahler's Symphony No. 2 2:00pm	21	OSO Classical #16 Mahler's Symphony No. 2 7:30pm	22	OSO Special Jake Shimabukuro 7:30pm	23		24		25		26		27				
KA		Broadway Across America An American in Paris 1:00pm and 6:30pm																	
NMK		OCT Pinkalicious 11:00am and 2:00pm								OCT Pinkalicious 9:45am and 11:45am Two shows, one call time		OCT Pinkalicious 9:45am and 11:45am Two shows, one call time		OCT Pinkalicious 2:00pm and 5:00pm					
WIN						The Northwest Academy The Northwest Academy 7:00pm		The Northwest Academy The Northwest Academy 10am/1:15pm Open Reh 7:00pm Performance				The Northwest Academy The Northwest Academy 1:00pm Open Rehearsal 7:00pm Performance							
AHH				Portland'5 Presents Poetry on Broadway Eliz Woody/Dave Biespiel 7:30pm Rotunda Lobby															
OCC	EXPO	PyCon Rose City Gun/Knife																	
ASCH		Monqui Rodriguez 8:00pm	28		29		30		31										
KA																			
NMK		OCT Pinkalicious 11:00am and 2:00pm																	
WIN																			
AHH																			
OCC	EXPO																		

NOTE: ALL LISTED EVENTS ARE SUBJECT TO CHANGE WITHOUT NOTICE

ASCH = Arlene Schnitzer Concert Hall KA = Keller Auditorium NMK = Newmark Theatre WIN = Dolores Winningstad Theatre AHH = Antoinette Hatfield Hall BT = Brunish Theatre

JUNE										AS OF: 5/4/2017 14:40									
Tentative calendar for the month of										Tentative calendar for the month of									
		SUNDAY		MONDAY		TUESDAY		WEDNESDAY		THURSDAY		FRIDAY		SATURDAY					
ASCH											1		2		3				
KA																			
NMK															OCT Pinkalicious 2:00pm and 5:00pm				
WIN																			
AHH										Portland'5 Ctrs for the Arts First Thursday Reception 5:00pm Rotunda Lobby		MPAA The Hobbit 7:00pm BT		MPAA The Hobbit 2:00pm & 7:00pm BT					
OCC	EXPO																		
ASCH		MYS Youth Symphony #3 7:30pm	4		5	WAC Deborah & James Fallows 7:00pm	6		7		8		9	MagicSpace Ent. Ira Glass 7:30pm	10				
KA								POA Man of La Mancha 7:00pm Open Rehearsal				POA Man of La Mancha 7:30pm							
NMK		OCT Pinkalicious 11:00am and 2:00pm		Portland'5 Presents Angel Romero/Eliot Fisk 7:30pm								JS Arts Company Ulsan City Choir 7:30pm							
WIN																			
AHH		MPAA The Hobbit 2:00pm BT						Portland'5 Ctrs for the Arts Noontime Showcase Rose Festival Band 12:00pm Main Street				MPAA The Hobbit 7:00pm BT		MPAA The Hobbit 2:00pm BT					
OCC	EXPO																		
ASCH			11		12		13		14		15		16	PGMC The Divos 7:00pm	17				
KA		POA Man of La Mancha 2:00pm								POA Man of La Mancha 7:30pm				POA Man of La Mancha 7:30pm					
NMK		Multnomah Athletic Club MAC Dance Recitals 4:00pm		Portland'5 Ctrs for the Arts Volunteer Recognition Night and Dinner 7:15pm				Billings Dance Ctr Recitals 5:00pm Open Rehearsal		Billings Dance Ctr Recitals 4:30pm Open Rehearsal		Billings Dance Ctr Recitals 5:00pm Open Rehearsal		Billings Dance Ctr Recitals 1:00pm & 6:00pm					
WIN						Portland'5 Ctrs for the Arts Admissions Staff Meeting 6:00pm				Portland'5 Presents Django Festival AllStars 7:30pm									
AHH				Portland'5 Ctrs for the Arts Volunteer Recognition Night and Dinner 6:15pm															
OCC	EXPO																		
ASCH			18		19		20	Goldenvoice LLC Nick Cave 8:00pm	21		22		23		24				
KA																			
NMK						Westside Dance Academy Dance Recitals 4:00pm Open Rehearsal		Westside Dance Academy Dance Recitals 11:00am Open Rehearsal 6:30pm Performance		Westside Dance Academy Dance Recitals 11:00am Open Rehearsal 6:30pm Performance		Westside Dance Academy Dance Recitals 11:00am Open Rehearsal 6:30pm Performance		Westside Dance Academy Dance Recitals 2:00pm					
WIN																			
AHH																			
OCC	EXPO																		
ASCH			25		26		27		28		29		30						
KA						Keller Auditorium Cabaret 7:30pm		Keller Auditorium Cabaret 7:30pm		Keller Auditorium Cabaret 7:30pm		Keller Auditorium Cabaret 7:30pm							
NMK		D.D.A. Inc. The Glenn Miller Orchestra 3:00pm																	
WIN																			
AHH																			
OCC	EXPO																		

NOTE: ALL LISTED EVENTS ARE SUBJECT TO CHANGE WITHOUT NOTICE

ASCH = Arlene Schnitzer Concert Hall    KA = Keller Auditorium    NMK = Newmark Theatre    WIN = Dolores Winningstad Theatre    AHH = Antoinette Hatfield Hall    BT = Brunish Theatre