

METROPOLITAN EXPOSITION-RECREATION COMMISSION

RESOLUTION NO. 00-35

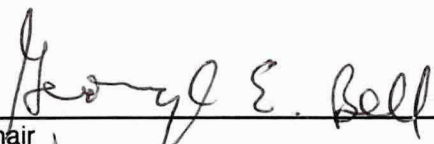
Authorizing additional expenditures in an amount not to exceed \$35,000 for the Portland Metropolitan Exposition Center's Master Planning project and authorizing the General Manager to negotiate and execute a change order with the contracted consultant.

The Metropolitan Exposition-Recreation Commission finds:


1. That the Conditional Use Permit associated with the current Exhibit Hall D construction project requires the submission of an Expo Center Master Plan application before any future developments will be permitted by the City of Portland;
2. That Resolution 00-02 authorized Barney & Worth, Inc. to perform consulting services associated with the Expo Center Master Plan after a selection process that included a Request for Proposals;
3. That the Request for Proposals envisioned a budget expenditure of \$50,000;
4. That the Master Plan application requirements, as required by the City of Portland Master Plan pre-application process, necessitate authorizing additional expenditures to meet the requirements.

BE IT THEREFORE RESOLVED that the Metropolitan Exposition-Recreation Commission authorizes additional expenditures in an amount not to exceed \$35,000 for the Portland Metropolitan Exposition Center's Master Planning project and further authorizes the General Manager to negotiate and execute a change order with the contracted consultant.

Passed by the Commission on October 18, 2000



Chair



Secretary-Treasurer

Approved as to Form:
Daniel B. Cooper, General Counsel



By: Kathleen Pool
Senior Assistant Council

MERC STAFF REPORT

Agenda Item/Issue: Authorizing additional expenditures in an amount not to exceed \$35,000 for the Portland Metropolitan Exposition Center's Master Planning project and authorizing the General Manager to negotiate and execute a change order with the contracted consultant.

Resolution No: 00-35

Date: October 18, 2000

Presented by: Chris Bailey

Background: Expo Center Master Plan consultants, Barney & Worth, Inc., and MERC/Expo staff began developing the Expo Center Master Plan in February 2000. Initially, it was intended the Expo Center Master Plan would rely on MERC/Expo staff recommendations already documented in the "Expo: A Vision for the Future" concept plan completed in September 1998. Consistent with that concept, a streamlined approach and schedule were adopted for the Master Plan under the following assumptions:

- The Master Plan would incorporate recommendations already made by MERC/Expo staff as reflected in the concept plan.
- The Master Plan would rely largely on existing designs and analyses; traffic, environmental, engineering, architectural etc. as prepared for the concept plan and Hall D approvals.
- Any uncertainties about the site design would be resolved quickly by MERC/Expo staff. These unresolved issues included: use of the site north of Marine Drive; location of the IMAX station and park-and-ride lot; status of the south access drive as a private road; and future use of the southwest parcel.
- There would be little public controversy surrounding the Expo Center Master Plan and only limited citizen involvement in Master Planning.
- Environmental review would not be required.
- The Master Plan process would be completed in approximately six months.

The first official step in the City's process is a pre-application conference, which was held on May 10, 2000. At the pre-application conference, several City bureaus and the Oregon Department of Transportation commented that they expect Expo's application to include a substantial amount of new analysis, particularly a current and thorough review of traffic impacts and how they will be addressed. Follow-up meetings and correspondence with transportation agencies determined that extensive analysis would be required, including new current traffic counts taken at a major Expo event.

Meanwhile, decisions on development of the southwest parcel were postponed, with MERC staff choosing to carry forward three options – including a concert pavilion. With the pavilion option still open, MERC staff realized that a minimal public outreach effort would be inadequate. The outreach process was expanded to include meetings with an expanded Expo advisory committee, mailings to nearby neighborhoods, an open house, and citizen survey (conducted in May). Also, the location of the IMAX station, park-and-ride lot, and access remained in flux.

The next step was completing extensive traffic counts at the Expo Center's next major event. On July 12, 2000, MERC staff approved a \$9,000 change order to authorize traffic counts conducted at the "Antique and Collectible Show", July 14-16, 2000. No further budget amendments had yet been approved.

In order to continue the process to satisfy additional requirements imposed by the City and to maintain the Master Plan schedule, staff determined that it would be prudent to issue an informal Request for Bids for such services to be contracted directly with a traffic consultant. This process concluded in the selection of Kittelson & Associates as the service provider for a fee of \$22,500.

The original cost estimate for the Master Plan, \$50,000, was based on the assumptions previously noted and that the Master Plan could be streamlined. The possibility that the scope of the Expo Master Plan would expand, to address City requirements or to provide additional design studies, was anticipated from the outset of planning. The consultant team's proposal dated, December 9, 1999, included cost estimates for possible additional tasks.

At this juncture and based upon the balance of application requirements established by City staff, the consultants have noted additional work scope items, with estimated costs, that are required in order to complete the project:

- Traffic studies, mitigation, analysis and incorporation;
- Architectural design, analysis and incorporation;
- Draft document, review coordination, draft revision, final document preparation and distribution/revision as required \$20,000
- Expanded outreach; governing agencies, advisory committee, mailing, survey, open house and incorporation as required \$15,000
- Total \$35,000

These items do not include any funds for landscape design or environmental analysis. At the pre-application conference, however, City staff determined that environmental review would not be required for the project as described at that time.

Fiscal Impact: Based upon the work scope items and related cost estimates, it is anticipated that the Master Planning project will require additional expenditure authority in an amount not to exceed \$35,000.

Recommendation: Staff recommends that the Metropolitan Exposition-Recreation Commission authorize additional expenditures in an amount not to exceed \$35,000 for the Portland Metropolitan Exposition Center's Master Planning project and further authorizes the General Manager to negotiate and execute a change order with the contracted consultant.