

METROPOLITAN EXPOSITION-RECREATION COMMISSION

RESOLUTION NO. 01-05

Authorizing additional expenditures in an amount not to exceed \$29,250 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 to increase the consultant's compensation by an amount not to exceed \$29,250 for additional work required.

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 Resolution 00-35 authorized additional expenditures not to exceed \$35,000 to fund submittal of the Master Plan application to the Office of Planning and Development Review;
5. That the Master Plan application was submitted to the Office of Planning and Development Review in January 2001, and revisions requested by the Office of Planning and Development Review were subsequently submitted on February 12, 2001; and
6. That additional funds are now necessary to fund the Master Plan application through further review by the Office of Planning and Development Review, and review and final decision by a hearings officer.

BE IT THEREFORE RESOLVED that the Metropolitan Exposition-Recreation Commission authorizes additional expenditures in an amount not to exceed \$29,250 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 to increase the consultant's compensation by an amount not to exceed \$29,250 for additional work required.

Passed by the Commission on February 21, 2001



Chair



Secretary-Treasurer

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



By: Kathleen Pool
Senior Assistant Counsel

MERC STAFF REPORT

Agenda Item/Issue: Authorizing additional expenditures in an amount not to exceed \$29,250 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: 01-05

Date: February 21, 2001

Presented by: Chris Bailey

Background: The original cost estimate for the Expo Center Master Plan application was \$50,000. This estimate was based on the provision that the plan would rely on the "Expo: A Vision for the Future" concept plan completed in September 1998. 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.

During and subsequent to the Master Plan pre-application conference, several City bureaus and the Oregon Department of Transportation commented that they would 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 traffic counts taken at a major Expo event.

As a result of these requirements, the Commission approved Resolution 00-35 for additional expenditures not to exceed \$35,000 that would fund the project through submittal of the application.

The plan application was submitted to the Office of Planning and Development Review (OPDR) in January. Before an application is considered complete, however, OPDR reviews the application and may then require additional and/or clarifying revisions. Such revisions were requested by OPDR on January 29th and February 6th. The required revisions were then submitted on February 12, 2001.

At this point in time and based on the information to date, Master Plan consultants, Barney & Worth, Inc., are requesting additional expenditures to fund the project through the OPDR's review and Hearing Officer's Decision (April/May 2001). This requested expenditure provides for certain assumptions, see attached Exhibit A, and does not necessarily, therefore, constitute final project expenditures.

Fiscal Impact: Based upon the revisions, review process and expenses estimates, it is anticipated that the Master Planning project will require additional expenditure authority in an amount not to exceed \$29,250.

Recommendation: Staff recommends that the Metropolitan Exposition-Recreation Commission authorize additional expenditures in an amount not to exceed \$29,500 for the Portland Metropolitan Exposition Center's Master Planning project and further authorize the General Manager to negotiate and execute a change order with the contracted consultant.

Expo Master Plan

Plan Revisions / City Review (Rev. 2/13/01)

Cost Estimate	Barney & Worth	Sub-Consultants	Expenses*	Total
Master Plan Revisions	\$ 7,050	\$ 4,870	\$ 800	\$ 12,720
City Review Process	9,060	5,970	1,500	16,530
Totals	\$ 16,110	\$ 10,840	\$ 2,300	\$ 29,250

* Reimbursable expenses include: photocopies, local transportation, postage / delivery, meeting expenses, telephone / fax, graphics and reproduction. Expenses will be reimbursed at actual cost, plus 15% for administration / handling.

Timing:

Through April 2001 (Hearings Officer's decision)

Assumptions:

- The Master Plan will be revised in response to Duncan Brown's January 29 checklist and February 6 phone contact.
- The Expo site design will be revised to show the new configuration for the southwest parcel. Text and figures will be revised as needed (see attached list).
- No further public outreach will be conducted, beyond the requirements for public notice and Master Plan hearing process.
- PDOT will raise no new issues regarding the connectivity, events traffic management plan, IMAX traffic, etc. No additional traffic analysis will be required.
- The figures in the Master Plan will not need to be further revised as a result of the review process, and no new figures will be required (beyond the revisions cited above).
- Expo/MERC will continue to pay directly for mass printing/mailing, and any engineering/environmental/technical work which may be needed.
- No City Council or LUBA appeal will be filed.

Cost Estimate – Detail (Professional Services)

Master Plan Revisions – Barney & Worth, Inc.

Principal	36 hours	\$5,400	
Research Associate	20 hours	1,200	
Clerical	10 hours	<u>450</u>	
Subtotal			\$7,050

Master Plan Revisions – YGH Architects

Project Manager	16 hours	\$2,000	
Associate	36 hours	<u>2,520</u>	
Subtotal			\$4,520

Master Plan Revisions – Kittelson & Associates

Principal	-	-	
Senior Engineer	2 hours	\$200	
Technician	2 hours	<u>150</u>	
Subtotal			<u>\$350</u>

Master Plan Revisions: Subtotal **\$11,920**

City Review Process – Barney & Worth, Inc.

Principal	50 hours	\$7,500	
Research Associate	20 hours	1,200	
Clerical	8 hours	<u>360</u>	
Subtotal			\$9,060

City Review Process – YGH Architects

Project Manager	32 hours	\$4,000	
Associate	14 hours	<u>980</u>	
Subtotal			\$4,980

City Review Process – Kittelson & Associates

Principal	6 hours	\$840	
Senior Engineer	-	-	
Technician	2 hours	<u>150</u>	
Subtotal			<u>\$990</u>

City Review Process: Subtotal **\$15,030**

Professional Services: Total **\$26,950**

Expo Master Plan

New and Revised Figures (February 2001)

- GI-1 Expo Planned Development**
- 2-3 Expo Site Topography and Floodplain**
- 4-2A Expo Site Plan – Planned Development**
- 4-2B Expo Site Plan – Areas to be Developed**
- 4-3 Planned Development – Southwest Parcel (Detail)**
- 4-8 Expo Bicycle / Pedestrian Facilities**
- 6-2 Stormwater Management Plan – Central Site**
- 6-3 Stormwater Management Plan – Southwest Parcel**
- 7-1 Environmental Reserve**
- K-1 Landscape and Site Development Plan**
- K-2 Landscape and Site Development Plan – Section Details**
- K-3 Landscape and Site Development Plan (Large Scale)**