

**METROPOLITAN EXPOSITION-RECREATION COMMISSION**

**RESOLUTION NO. 01-25**

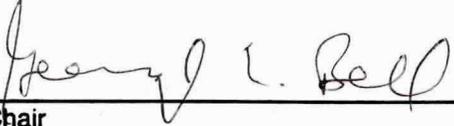
Authorizing additional expenditures in an amount not to exceed \$16,700 for the Portland Metropolitan Exposition Center's Master Planning project and authorizing the General Manager to execute a change order with the contracted consultant.

The Metropolitan Exposition-Recreation Commission finds:

1. That the Conditional Use Permit associated with the Exhibit Hall D construction project required the submission of an Expo Center Master Plan application before any future developments would 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 of \$35,000 to fund submittal of the Master Plan application to the Office of Planning and Development Review;
5. That Resolution 00-05 authorized additional expenditures of \$29, 250 to fund revisions required by the Office of Planning and Development Review;
6. That incorporation of final revisions required by the Office of Planning and Development Review and the Hearings Officer Decision, necessitate additional expenditures.

**BE IT THEREFORE RESOLVED** that the Metropolitan Exposition-Recreation Commission authorizes additional expenditures in an amount not to exceed \$16,700 for the Portland Metropolitan Exposition Center's Master Planning project and further authorizes the General Manager to execute a change order with the contracted consultant.

Passed by the Commission on July 18, 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 \$16,700 for the Portland Metropolitan Exposition Center's Master Planning project and authorizing the General Manager to execute a change order with the contracted consultant.

**Resolution No:** 01-25

**Date:** July 18, 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 29<sup>th</sup> and February 6<sup>th</sup>. The required revisions were submitted on February 12<sup>th</sup>, deemed complete and a hearing date was set for April 16<sup>th</sup>. Based on information at that time, the consultant requested and the Commission approved via Resolution 01-05, additional expenditures not to exceed \$29,250 to fund the project through a full review process by OPDR, several related departments and the Hearings Officer Decision.

During the full review process up to and including a rescheduled hearing date, a series of unforeseen adjustments were required that resulted in additional time and materials to finally complete the Master Plan project. These adjustments primarily included satisfying significant revisions required by the Portland Department of Transportation, resolving OPDR's recommended conditions and further resolution of conditions associated with the Hearings Officer Decision.

**Fiscal Impact:** Based on the final adjustments noted in Exhibit A, the Master Planning project will require additional expenditure authority in an amount not to exceed \$16,700.

**Recommendation:** Staff recommends that the Metropolitan Exposition-Recreation Commission authorize additional expenditures in an amount not to exceed \$16,700 for the Portland Metropolitan Exposition Center's Master Planning project and further authorizes the General Manager to execute a change order with the contracted consultant.

## Expo Master Plan Plan Revisions / City Review (Rev. 6/20/01)

Cost Estimate	Barney & Worth	Sub-Consultants	Expenses*	Total
Master Plan Revisions	\$ 6,060	\$ 2,200	\$ 300	\$ 8,560
City Review Process	5,820	2,120	200	8,140
<b>Totals</b>	<b>\$ 11,880</b>	<b>\$ 4,320</b>	<b>\$ 500</b>	<b>\$ 16,700</b>

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

**Timing:**

Through June 2001 (Review of Hearings Officer's decision)

**Assumptions:**

- The Master Plan will be revised again in response to Duncan Brown's revised checklist, and comments by Oregon Department of Transportation, Portland Office of Transportation, and Bureau of Environmental Services.
- The Expo site design will be revised to show the new configuration for the South Access Drive and continuous pedestrian way. Text and figures will be revised as needed (see attached list).
- Kenton Neighborhood Association will not officially support the design to be submitted for the southwest parcel – but will not oppose the Master Plan application.
- No further public outreach will be conducted, beyond the requirements for public notice and Master Plan hearing process.
- The Master Plan will be revised to address all issues raised by PDOT regarding the connectivity, events traffic management plan, IMAX traffic, etc. Costs for any additional traffic analysis required will be paid directly by MERC.
- Figures in the Master Plan will be further revised as a result to reflect changes of the review process, including any new figures 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, by MERC or opponents.

**Cost Estimate – Detail (Professional Services)**

**Master Plan Revisions – Barney & Worth, Inc.**

Principal	36 hours	\$5,400	
Research Associate	8 hours	480	
Clerical	4 hours	<u>180</u>	
Subtotal			\$6,060

**Master Plan Revisions – YGH Architects**

Project Manager	12 hours	\$1,500	
Associate	10 hours	<u>700</u>	
Subtotal			\$2,200

Master Plan Revisions: Subtotal \$8,260

**City Review Process – Barney & Worth, Inc.**

Principal	36 hours	\$5,400	
Research Associate	4 hours	240	
Clerical	4 hours	<u>180</u>	
Subtotal			\$5,820

**City Review Process – YGH Architects**

Project Manager	8 hours	\$1,000	
Associate	16 hours	<u>1,120</u>	
Subtotal			\$2,120

City Review Process: Subtotal \$7,940

**Professional Services: Total \$16,200**

**Expo Master Plan**

**New and Revised Figures (April - June 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)