



METRO

Agenda

2000 S.W. First Avenue
Portland, OR 97201-5398
503/221-1646

NOTE: NEXT COUNCIL MEETING 5:30 P.M., TUESDAY, NOVEMBER 24
NOTE: Agenda Item Nos. 6.3 and 6.8 have been removed from the agenda

DATE: November 12, 1992
MEETING: METRO COUNCIL
DAY: Thursday
TIME: 5:30 p.m.
PLACE: Metro Council Chamber

Approx. Time*

Presented BY

5:30
(5 min.)

ROLL CALL/CALL TO ORDER

- 1. INTRODUCTIONS**
- 2. CITIZEN COMMUNICATIONS TO THE COUNCIL ON NON-AGENDA ITEMS**
- 3. EXECUTIVE OFFICER COMMUNICATIONS**

(20 min.)

3.1 Briefing on Region 2040

(10 min.)

3.2 Briefing on Metro Headquarters Project

6:05
(5 min.)

4. CONSENT AGENDA (Action Requested: Motion to Adopt the Consent Agenda)

4.1 Minutes of October 8, 1992

REFERRED FROM THE FINANCE COMMITTEE

4.2 Resolution No. 92-1698, For the Purpose of Confirming the Reappointment of Bonnie Kraft to the Investment Advisory Board

6:10
(5 min.)

5. ORDINANCES, FIRST READINGS

5.1 Ordinance No. 92-473, For the Purpose of Amending Metro Code Sections 5.02.015 and 5.02.065, Relating to Disposal Charges at Metro Facilities, and Declaring an Emergency (Action Requested: Referral to Solid Waste Committee)

6. RESOLUTIONS

REFERRED FROM THE TRANSPORTATION & PLANNING COMMITTEE

6:15
(10 min.)

6.1 Resolution No. 92-1702, For the Purpose of Accepting a Second Group of Nominees to the Metro Committee for Citizen Involvement (CCI) (Action Requested: Motion to Adopt the Resolution)

Moore

REFERRED FROM THE REGIONAL FACILITIES COMMITTEE

6:25
(10 min.)

6.2 Resolution No. 92-1682, For the Purpose of Designating the New Metro Headquarters Building as "Metro Regional Center" (Action Requested: Motion to Adopt the Resolution)

Washington

For assistance/services per the Americans with Disabilities Act (ADA), dial TDD 273-5577 or 221-1646, ext. 206.

* All times listed on this agenda are approximate; items may not be considered in the exact order listed.

6. RESOLUTIONS (Continued)

REFERRED FROM THE SOLID WASTE COMMITTEE

6:35
(10 min.) 6.4 Resolution No. 92-1686, For the Purpose of Entering into a Multi-Year Contract with the Most Qualified Proposer by Authorizing Issuance of a Request for Proposals for a Comprehensive Waste Stream Characterization Study (Action Requested: Motion to Adopt the Resolution) Wyers

6:45
(10 min.) 6.5 Resolution No. 92-1678, For the Purpose of Recognizing the Model Illegal Dumping Ordinance as Meeting the Requirements of Chapter Four of the Regional Solid Waste Management Plan (Action Requested: Motion to Adopt the Resolution) Wyers

REFERRED FROM THE TRANSPORTATION & PLANNING COMMITTEE

6:55
(10 min.) 6.6 Resolution No. 92-1695, For the Purpose of Adopting the Recreation Master Plan for Smith and Bybee Lakes Management Area (Action Requested: Motion to Adopt the Resolution)

7:05
(10 min.) 6.7 Resolution No. 92-1701, For the Purpose of Funding Greenspaces Projects to Restore and Enhance Urban Wetlands, Streams, and Riparian Corridors, and Upland Sites (Action Requested: Motion to Adopt the Resolution) McLain

7:15
(10 min.) **7. COUNCILOR COMMUNICATIONS AND COMMITTEE REPORTS**

7:25 **ADJOURN**

Meeting Date: November 12, 1992
Agenda Item No. 3.2

METRO HEADQUARTERS BRIEFING



METRO

2000 S.W. First Avenue
Portland, OR 97201-5398
503/221-1646

Memorandum

DATE: November 5, 1992
TO: Metro Council
FROM: Casey Short, ^{CS} Council Analyst
RE: Metro Headquarters Project

The purpose of this memo is to provide the Metro Council an analysis of the status of the Metro Headquarters Project budget and suggest actions for the Council to consider in overseeing the project in the future. This issue is on the Council's agenda for your November 12 meeting.

BACKGROUND

The Metro Council adopted a series of resolutions in October and December, 1991 authorizing the acquisition and development of the former Sears Building and attached garage on N.E. Grand Avenue for use as Metro's central offices. The Council adopted Ordinance No. 91-440 on December 12, 1991, authorizing the sale of \$23 million in general revenue bonds to pay for the project. The building is to be ready for occupancy in March, 1993.

The project budget spans the two fiscal years 1991-92 and 1992-93. The total cost is \$23.5 million, including the costs of financing (\$4.2 million), real estate (\$5.5 million), and project management (\$663,000). The major cost is for construction, with budgeted expenditures in 1992-93 of \$13.12 million, of which \$12.76 million is for Capital Outlay, including some \$1.4 million for furniture & fixtures, communications wiring and 1% for art. (See "Metro Headquarters Project Sources and Uses of Funds" in Neil Saling's October 30 memorandum for more detail.)

REPORTING AND OVERSIGHT PROCEDURES

The Regional Facilities Department's Project Manager has provided project status reports to the Regional Facilities Committee at each of the committee's meetings since February, pursuant to the direction of the Committee Chair. (Outlines of those reports are included in this packet.) Those reports have included minimal discussion of the project budget, which were generally limited to reports that the project was proceeding on time and within budget.

Other oversight of the project is provided by the Executive Officer, who is kept informed by department staff. There is an

advisory committee, composed of Bill Naito (Norcrest China Co., H. Naito Properties, and principal of one of the three finalists in the design/build competition for this project), Doug Oblatz (Shiels & Oblatz), David Pugh (retired from Skidmore Owings & Merrill, and member of the selection committee for the design/build competition), and Bob Shiprack (Building Trades Council official and State Representative). This group is not comparable to the Advisory Committee on Design and Construction for the Oregon Convention Center. It has met only three or four times, and not recently, with the purpose of providing policy and public relations guidance; it is not a "hands-on" committee involved in operational decisions regarding the project.

BUDGET STATUS

The Request For Proposals for the Headquarters Project listed a maximum budget of \$9,364,000 for construction of the office building. There is an additional allowance of \$991,000 for garage construction work. The project budget included a contingency of \$1,472,418, some 8.2% of the total project budget, excluding financing costs. (Please see Neil Saling's October 30 memorandum for detail on the budget.)

Regional Facilities Department staff presented a detailed report on the project budget to the Regional Facilities Committee on October 27. That report showed garage costs are expected to be \$314,000 below estimates, but construction of the building could be \$1,590,000 above estimates. (A revision to that report is included in Mr. Saling's October 30 memo, and shifts some \$195,000 from building costs to garage costs, but there is no change to the total.) The projected draw on contingency from these construction cost estimates totals \$1.276 million; these construction cost increases coupled with relatively minor adjustments (some \$90,000) elsewhere in the project budget reduced the projected contingency from \$1.47 million to \$107,000.

Staff had expected to have some \$340,000 in contingency, but estimated costs of compliance with City of Portland Design Commission requirements came in only days before the Regional Facilities Committee meeting, and were double the \$230,000 that was earlier estimated. Staff was comfortable that \$340,000 was an adequate contingency to complete the project, but \$107,000 was not.

The reduction of the \$1.47 million contingency to a projected \$107,000 calls for review and analysis of the sources of the reduction. The demands on the contingency appear in the form of change orders, either executed or anticipated.

Six change orders have been executed to date, with a total net cost of \$625,000. Of these, \$488,000 are related to building construction (as separate from garage construction, which is under budget). Two of these add office space to the building. Change Order #1 adds 5000 square feet of usable space on the Grand Avenue side of the ground floor, at a cost of \$118,000. Change Order #3 adds 3600 square feet on the fourth floor (the "penthouse"), at a cost of \$112,000; this space had earlier housed mechanical equipment, which was removed in Change Order #1 at a cost of \$14,600.

There are three anticipated change orders of significance. The first is \$125,000 for a paging system. The only point to make here is that this is an item that would be nice to have but is not essential. If expenditures need to be reduced, this could be eliminated. An alternative would be to determine the cost to install the ducts and reserve installation of the paging system to a time when funds were available.

The second big anticipated change order is \$460,592 to comply with the City of Portland's design review guidelines. This is the item that brought the contingency to the inadequate \$107,000 level, from \$340,000. I agree with the staff's contention that the requirements of the Design Commission are unusually stringent and costly, but I think some of the costs could have been anticipated by the design/build team in preparing their bid. The building's location in the Lloyd District falls inside the Oregon Convention Center Urban Renewal District and the area governed by the Central City Plan, which might have more stringent design guidelines than other locations. The question I would pose is whether the Hoffman team's proposed design conformed with known City policies on building design, and if so, whether responsibility for absorbing additional design-related costs should be borne solely by Metro or shared by the contracting team.

The third anticipated change order of considerable magnitude is \$720,000 expected for tenant improvements. Tenant improvements are Metro's responsibility: the RFP posed a total construction budget of \$9.36 million, which included Metro's estimate of \$1.8 million for tenant improvements. The design/build teams, in essence, built their bids for construction on the base number of \$9.36 million minus Metro's \$1.8 million allowance for tenant improvements. The Hoffman team, therefore, bid some \$7.5 million for the core and shell work, with any extra costs (or savings) for tenant improvements to be Metro's responsibility. Metro's allowance of \$1.8 million for tenant improvements was based on BOOR/A's October 1991 Building Program that estimated space requirements at just under 63,000 square feet. The Hoffman

team's proposal was for 79,412 square feet; subsequent additions to the built-out space have increased Metro's space to 88,000 square feet.

The increase in built-out space authorized by acceptance of Hoffman's proposal and subsequent change orders totals some 25,000 square feet more than the original plan for 63,000 square feet. This is a 40% increase in Metro space, for which Metro pays the costs of tenant improvements; the proposed \$720,000 increase in tenant improvement costs is a corresponding 40% increase above the \$1.8 million budgeted.

CONCLUSIONS AND RECOMMENDATIONS

The Metro Headquarters project is not over budget. The most recent report from Accounting (through November 2) shows \$10.745 million remaining in the General Revenue Bond Fund's Construction Account, with another \$192,000 in the Renewal and Replacement Fund.* With careful management, this should be sufficient to complete the project. Staff has proposed adjustments totalling some \$200,000 in reduced expenditures which should help ensure the project remains within budget.

The history of the project, though, leads me to recommend that Council exercise a more diligent oversight function throughout the remaining months of the project. Additions to the scope of the project have occurred with little or no direct review from the Council or the Regional Facilities Committee. Those additions may be well justified in that their construction during the active construction phase may prove to be more inexpensive than doing the work later, on an individual contract. The important point for the Council now is that the project no longer has a sizeable contingency. The contingency is small enough to justify the Council taking an active role in determining how to manage the remaining funds.

I recommend that the Council immediately establish a policy governing the Metro Headquarters project which requires project staff to provide detailed accounting of the project budget to the Regional Facilities Committee at each of its meetings, and require that committee to approve any additions or reductions to

*The FY 1992-92 Metro Budget includes a Renewal and Replacement Account in the General Revenue Bond Fund budget. The \$192,000 in this account was intended for future capital improvements, but could be spent this year. There is a Budget Note for this account which requires the Council's prior review and approval of any expenditures from the account.

Metro Headquarters Project
November 5, 1992
Page 5

the project - including future change orders. The Council could choose to establish a separate advisory committee, similar to the Convention Center Advisory Committee on Design and Construction, which had strong advisory authority over that project, but it is probably too late in the project to establish such a committee and have it be effective.

It is the Council that is ultimately responsible to the public for the expenditure of public funds. Given the high public visibility of this project and the shortage of contingency funds projected to be available, the Council should take the steps necessary to oversee the project to its completion, determining changes in scope and taking direct responsibility for adherence to the budget.



METRO

Memorandum

2000 S.W. First Avenue
Portland, OR 97201-5398
503/221-1646

DATE: October 29, 1992
TO: Metro Councilors
FROM: Casey Short *CS*
RE: Metro Headquarters Progress Reports

Attached you will find the Regional Facilities Department's progress reports on the Metro Headquarters project, from February through October. These reports have been distributed to, and discussed by, the Regional Facilities Committee at each of its meetings since February. I will see that these reports are distributed to all Councilors from now on.

This set of reports will be included in your agenda packets for the November 12 Council meeting, when a discussion of the status of the Headquarters project is scheduled to be on the agenda. That discussion will include a detailed report on the project budget, which will also be in your Nov. 12 packet.

PROJECT BRIEFING

Metro Headquarters Project

February 11, 1992

Construction Activity

- Asbestos abatement activities underway; expected completion date 3/15.
- Selective demolition underway; "recycling" cast stone medallions.

Schedule

- Abatement has temporarily impeded construction schedule; should still meet schedule of completion by mid Jan. 1993.
- Design Review Application submitted this week.

Space Planning

- Presented space plan to Dept. Heads 1/30; individual dept. meetings 2/5 & 2/6; second draft space plan by 7/14.
- Agency growth expected in FY 92-93 will require development of nearly 6,000 sf on Grand Ave level; additional 40,000 sf available for future expansion.

Day care

- Joint Task Force formed to study issue; employee survey indicated significant need; operating subsidy likely required for model operation.
- Daycare consultant under contract.
- Space plan underway; capacity of 50 children.
- RFP for operator expected to be issued 5/92.

Parking

- PDI management on interim basis; management fee of 5%.
- State of Oregon move-in 2/15 to 3/15.
- Event parking - Auto show (6 day event) gross receipts \$4500

Project Budget

- Project on budget.

Misc.

- Art committee's first meeting was 2/7.
- Transportation Demand Management (TDM) Plan has been prepared; indicates potential budget impact of half time FTE and \$100,000/yr.
- Project Waste Reduction program in place; recycling efforts during demolition expanded.
- Citizens Advisory Committee formed; first meeting scheduled for 2/14. Members: Bill Naito, Doug Oblatz, Dave Pugh, Bob Shiprack, Neil Saling.

PROJECT BRIEFING

Metro Headquarters Project
Report No. 2

February 25, 1992

CONSTRUCTION ACTIVITY

- Asbestos abatement activities underway; expected completion date 3/15.
- Exterior and interior demolition underway.

SCHEDULE

- Abatement has temporarily impeded construction schedule; should still meet schedule of completion by mid Jan. 1993.
- Design Review Application submitted 2/12.

SPACE PLANNING

- Space planning ongoing; next draft expected 3/2.
- 92-93 Budget changes impacting final plan.
- MERC to remain at OCC location.

DAY CARE

- Joint Task Force to issue report within 2 weeks.
- Daycare consultant under contract.
- Space plan underway; capacity of 50 children (anticipate 25 Metro kids).
- RFP for operator expected to be issued 5/92.
- Council requests evening usage to facilitate evening meetings.

PARKING

- PDI management on interim basis; management fee of 5%.
- State of Oregon move-in 2/15 to 3/15; PDI managing displacements.
- January gross revenues were \$17,500; expenses were \$3,100.

PROJECT BUDGET

- Project on budget.

ENERGY

- PP&L to provide FinAnswer Program upgrades for reduced energy consumption; project staff exploring additional options. (See attached)
- Staff contacted Elliot Energy House; briefed staff of our efforts.

MINORITY CONTRACTING

- No set goals.
- Hoffman and Metro staff have designed and implemented Project Outreach Program; on-site info booth planned.

MISC.

- Art committee working to identify potential sites for artwork.
- Project Waste Reduction program in place; recycling efforts during demolition expanded; Jim Goddard of SW staff to brief committee at next meeting. (See attached)
- Citizens Advisory Committee formed; first meeting occurred 2/14.
- Toilet count :
 - HQ Bldg. women - 5 toilets; men - 2 urinals & 3 toilets per floor.
 - Current women - 3/4 toilets; men - 2 urinals & 3 toilets per floor.
- Exploring change in ratio with architect; HQ meets code.
- "For Lease" sign at Metro Center.

PROJECT BRIEFING

Metro Headquarters Project
Report No. 3

March 10, 1992

CONSTRUCTION ACTIVITY

- Asbestos abatement activities underway; expected completion date 3/19.
- Exterior and interior demolition underway. 20% complete.

SCHEDULE

- Abatement has temporarily impeded construction schedule; should still meet schedule of completion by mid Jan. 1993.

SPACE PLANNING

- Space planning ongoing.
- Existing furniture inventory occurring the week of 3/9.
- MERC to remain at OCC location.
- Portland Police will not co-locate.

DAY CARE

- Joint Task Force to issue report within 2 weeks.
- Daycare consultant under contract.
- Space plan underway; capacity of 50 children (anticipate 25 Metro kids).
- RFP for operator expected to be issued 5/92.
- Council requests evening usage to facilitate evening meetings.

PARKING

- PDI management on interim basis; management fee of 5%.
- State of Oregon move-in 2/15 to 3/15; PDI managing displacements.
- Shuttle bus for Blazer Home games being implemented.

PROJECT BUDGET

- Project on budget.

ENERGY

- PP&L to provide FinAnswer Program upgrades for reduced energy consumption; project staff exploring additional options.
- Staff contacted Elliot Energy House; briefed staff of our efforts.
- Voice and Data consultant under contract; initial data needs meeting scheduled for 3/19.

MINORITY CONTRACTING

- No set goals.
- Hoffman and Metro staff have designed and implemented Project Outreach Program; on-site information booth to be manned.

MISC.

- 1% Art Program RFP to be issued 4/1.
- Project Waste Reduction program in place; recycling efforts during demolition expanded; Jim Goddard of SW staff report of efforts.
- Citizens Advisory Committee second meeting scheduled for 3/20.
- Toilet count :
 - HQ Bldg. women - 14 toilets; men - 6 urinals & 8 toilets.
 - Current women - 15 toilets; men - 8 urinals & 11 toilets.
- "For Lease" sign at Metro Center.

PROJECT BRIEFING
April 14, 1992
Metro Headquarters Project
Report No. 4

CONSTRUCTION ACTIVITY

- Asbestos abatement activities complete.
- Exterior and interior demolition underway. 50% complete. Further structural demolition waiting for permit.

SCHEDULE

- Abatement has impeded construction schedule; Contractor seeking 4 to 6 week "no cost" extension; move -in mid March 1992.

SPACE PLANNING

- Space planning nearly complete; most dept. heads seem satisfied. Still working with Council staff and Planning..
- Portland Police will have two cubicles in building.

CITY OF PORTLAND

- Conditional Use Permit for commercial use of parking held 4/6; Metro agreed to "retail opportunity" along Grand resulting in loss of 8 parking spaces; expect issuance of permit.
- Design Review Hearing held 4/9; received approval and building permit for building; re-designing the plaza; Plaza design review scheduled for 4/30.
- Three to five existing trees to be removed due to street widening on South side.

DAY CARE

- Joint Task Force Report attached.
- Consultant under contract.
- Space plan underway; capacity of 50 children (anticipate 20 -25 Metro kids).
- Staff attending District Task Force on Daycare.

PARKING

- PDI management on interim basis.
- Garage currently 3/4 full; State of Oregon at approx. 175 spaces; expect garage at capacity in July when PDI garage removed.
- Revenues slightly below projections due to State of Oregon usage; expect to be at or higher than projections in July 1992.
- Shuttle bus for Blazer home games halted; MERC decision ICW Tri-met.

PROJECT BUDGET

- Construction costs per sq.ft. approx. \$82/sq. ft. (\$100 if financing costs included)/ annual operating rate is approx. \$18/sq.ft.

ENERGY

- PP&L to provide FinAnswer Program upgrades for reduced energy consumption.
- Voice and Data consultant under contract; cabling design underway.

MINORITY CONTRACTING

- No set goals. Seem to have good minority representation on site.
- Hoffman and Metro staff have designed and implemented Project Outreach Program; Pre-bid conferences have occurred; on-site information booth was to be manned by trades; Metro may man booth.

MISC.

- 1% Art Program RFP issued 4/7; Proposals due back 5/15.
- Project Waste Reduction program in place; good results/ good publicity.
- Project name - "Resourceful Renovation"
- Citizens Advisory Committee second meeting occurred 3/20.
- Toilet count :
 - HQ Bldg. women - 14 toilets; men - 6 urinals & 8 toilets.
 - Current women - 15 toilets; men - 8 urinals & 11 toilets.
- Leasing efforts seem to be on track; one good possibility.

PROJECT BRIEFING
April 28, 1992
Metro Headquarters Project
Report No. 5

CONSTRUCTION ACTIVITY

- Asbestos abatement activities complete.
- Exterior and interior demolition underway. 80% complete.

SCHEDULE

- Abatement impeded construction schedule; Contractor seeking 4 week "no cost" extension; move -in mid March 1992.
- Window glazing controls critical path.

SPACE PLANNING

- Space planning nearly complete; most dept. heads seem satisfied. Still working with Planning and Public Affairs.
- Portland Police may have two cubicles in building; Assistant DA space under consideration.

CITY OF PORTLAND

- Conditional Use Permit for commercial use of parking held 4/6; Metro agreed to "retail opportunity" along Grand resulting in loss of 8 parking spaces.
- Design Review Hearing held 4/9; received approval and building permit for building; re-designing the plaza to include retail space; Plaza design review scheduled for 4/30.
- Three to five existing trees to be removed due to street widening on South side.

DAY CARE

- Joint Task Force Report issued with last report.
- Consultant under contract.
- Space plan underway; capacity of 50 children (anticipate 20 -25 Metro kids).
- Staff attending District Task Force on Daycare.

PARKING

- PDI management on interim basis.
- Garage currently 3/4 full; State of Oregon at approx. 175 spaces; expect garage at capacity in July when PDI garage removed.
- Revenues slightly below projections due to State of Oregon usage; expect to be at or higher than projections in July 1992.
- Shuttle bus for Blazer home games halted; MERC decision ICW Tri-met.

PROJECT BUDGET

- Construction costs per sq.ft. approx. \$82/sq. ft. (\$100 if financing costs included)/ initial annual operating rate is approx. \$16/sq.ft.

ENERGY

- PP&L to provide FinAnswer Program upgrades for reduced energy consumption.
- Voice and Data consultant under contract; cabling design underway.

MINORITY CONTRACTING

- No set goals. Seem to have good minority representation on site(averaging 20%).
- Hoffman and Metro staff have designed and implemented Project Outreach Program; Pre-bid conferences have occurred; on-site information booth was to be manned by trades; Metro will staff booth.

MISC.

- 1% Art Program RFP issued 4/7; Proposals due back 5/15.
- Project Waste Reduction program in place; good results/ good publicity.
- Project name - "Resourceful Renovation"
- EPA grant of \$30,000 received.
- Citizens Advisory Committee meeting scheduled for 5/8.
- Leasing efforts seem to be on track; one good possibility.

PROJECT BRIEFING
May 12, 1992
Metro Headquarters Project
Report No. 6

CONSTRUCTION ACTIVITY

- Exterior and interior demolition underway. 90% complete.
- Skylight cut-outs underway.

SCHEDULE

- Abatement impeded construction schedule; Contractor seeking 4 week "no cost" extension; move -in mid March 1992.
- Window glazing controls critical path.

SPACE PLANNING

- Space planning complete.
- Portland Police may have two cubicles in building; Assistant DA space under consideration.

CITY OF PORTLAND

- Conditional Use Permit for commercial use of parking held 4/6; Metro agreed to "retail opportunity" along Grand resulting in loss of 8 parking spaces.
- Design Review Hearing held 4/9; received approval and building permit for building and plaza to include retail space.
- Two to three existing trees to be removed due to street widening on South side.

DAY CARE

- Joint Task Force Report issued with last report.
- Consultant under contract.
- Space plan underway; capacity of 50 children (anticipate 20 -25 Metro kids).
- Staff attending District Task Force on Daycare.

PARKING

- PDI management on interim basis.
- Garage currently 3/4 full; State of Oregon at approx. 175 spaces; expect garage at capacity in July when PDI garage removed.
- Revenues slightly below projections due to State of Oregon usage; expect to be at or higher than projections in July 1992.
- Shuttle bus for Blazer home games halted; MERC decision ICW Tri-met.

PROJECT BUDGET

- Construction costs per sq.ft. approx. \$82/sq. ft. (\$100 if financing costs included)/ initial annual operating rate is approx. \$16/sq.ft.

ENERGY

- PP&L to provide FinAnswer Program upgrades for reduced energy consumption.
- Voice and Data consultant under contract; cabling design underway.

MINORITY CONTRACTING

- No set goals. Seem to have good minority representation on site(averaging 20%).
- Hoffman and Metro staff have designed and implemented Project Outreach Program; Pre-bid conferences have occurred; on-site information booth was to be manned by trades; Metro will staff booth.

MISC.

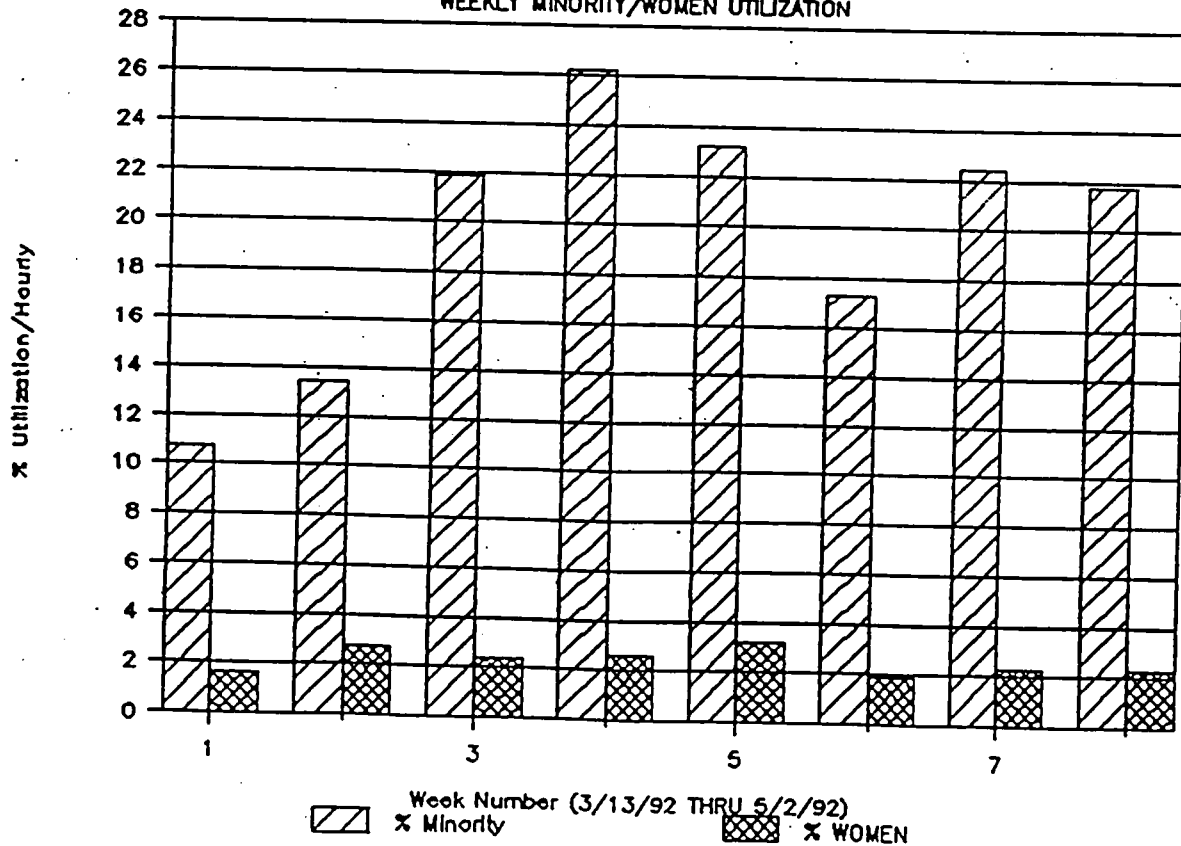
- 1% Art Program RFP issued 4/7; Proposals due back 5/15.
- Project Waste Reduction program in place; good results/ good publicity.
- Project name - "Resourceful Renovation"
- EPA grant of \$30,000 received.
- Leasing efforts seem to be on track; one good possibility.

METRO HEADQUARTERS
 MBE-WBE LABOR UTILIZATION
 05/08/92

WEEK #	WEEK ENDING	UTILIZATION BY WORKERS					UTILIZATION BY HOURS				
		TOTAL	MINORITY	WOMEN %	MIN %	WOMEN %	TOTAL	MINORITY	WOMEN %	MIN %	WOMEN %
1	03/13/92	44	4	1	9.1	2.3	1488.0	160.0	24.0	10.8	1.6
2	03/21/92	31	4	3	12.9	9.7	1013.5	136.0	28.0	13.4	2.8
3	03/28/92	25	5	1	20.0	4.0	841.5	184.0	20.0	21.9	2.4
4	04/04/92	23	5	1	21.7	4.3	764.0	200.0	20.0	26.2	2.6
5	04/11/92	20	2	1	10.0	5.0	620.0	144.0	20.0	23.2	3.2
6	04/18/92	37	6	1	16.2	2.7	1062.5	184.0	20.0	17.3	1.9
7	04/25/92	26	5	1	19.2	3.8	867.0	194.5	20.0	22.4	2.3
8	05/02/92	31	6	1	19.4	3.2	864.0	188.0	20.0	21.8	2.3
TOTALS		237	37	10	15.6	4.2	7520.5	1390.5	172.0	18.5	2.3

METRO HEADQUARTERS PROJECT

WEEKLY MINORITY/WOMEN UTILIZATION



PROJECT BRIEFING
May 26, 1992
Metro Headquarters Project
Report No. 7

CONSTRUCTION ACTIVITY

- Exterior and interior demolition underway, 95% complete.
- Skylights, elevator and HVAC cut-outs underway.

SCHEDULE

- Abatement impeded construction schedule; Contractor latest schedule shows 4 week "no cost" extension; move -in mid March 1992.
- Window glazing controls critical path.

SPACE PLANNING

- Structural and shear wall permit issued.
- Space planning complete.
- Portland Police may have two cubicles in building; Assistant DA space under consideration.

CITY OF PORTLAND

- Expect building permit by mid June.
- Working with City to have twin ornamental light fixtures installed on Irving.

DAY CARE

- Consultant under contract.
- Space plan nearly complete; capacity of 50 children (anticipate 20 -25 Metro kids).
- Staff attending District Task Force on Daycare.

PARKING/TRANSPORTATION

- PDI management on interim basis.
- Expect "Test-Shuttle" for final Blazer home games.
- Possibility of Federal support for Model Transportation Program.

PROJECT BUDGET

- Construction costs per sq.ft. approx. \$82/sq. ft. (\$100 if financing costs included)/initial annual operating rate is approx. \$16/sq.ft.
- Uncommitted contingency approximately \$500,000.

ENERGY

- PP&L to provide FinAnswer Program upgrades for reduced energy consumption.
- Voice and Data consultant under contract; cabling design underway.

MINORITY CONTRACTING

- No set goals. Seem to have good minority representation on site(averaging 20%).
- Hoffman and Metro staff have designed and implemented Project Outreach Program; Pre-bid conferences have occurred; on-site information booth was to be staffed by trades; Metro will staff booth.

MISC.

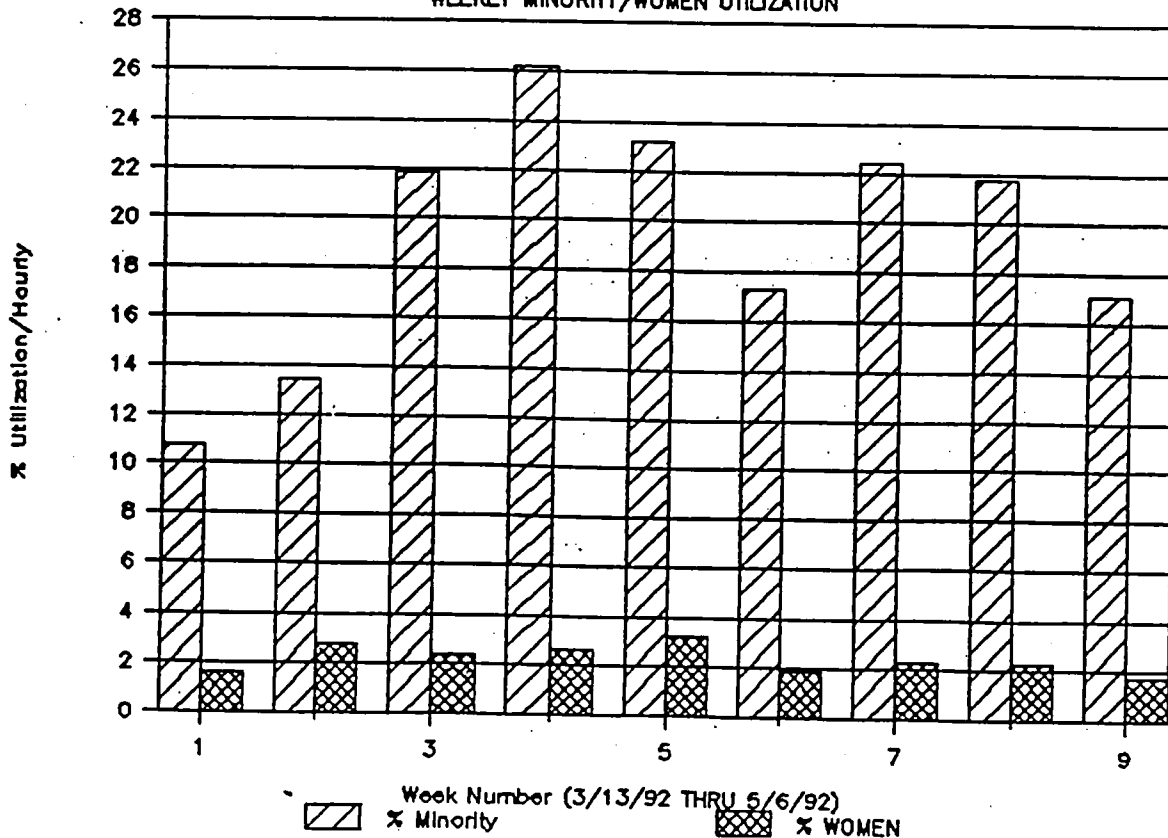
- Over 50 proposals received in conjunction with 1% Art Program; review by Committee scheduled for 5/26 and 5/27.
- Project Waste Reduction program in place; good results/ good publicity.
- Project name - "Resourceful Renovation"
- EPA grant of \$30,000 received; expect half time on-site staff by mid June.
- Leasing efforts seem to be on track; one good possibility.

METRO HEADQUARTERS
 MBE-WBE LABOR UTILIZATION
 05/26/92

EK	WEEK ENDING	UTILIZATION BY WORKERS					UTILIZATION BY HOURS				
		TOTAL	MINORITY	WOMEN %	MIN %	WOMEN	TOTAL	MINORITY	WOMEN %	MIN %	WC
1	03/13/92	44	4	1	9.1	2.3	1488.0	160.0	24.0	10.8	1
2	03/21/92	31	4	3	12.9	9.7	1013.5	136.0	28.0	13.4	2
3	03/28/92	25	5	1	20.0	4.0	841.5	184.0	20.0	21.9	2
4	04/04/92	23	5	1	21.7	4.3	764.0	200.0	20.0	26.2	2
5	04/11/92	20	2	1	10.0	5.0	620.0	144.0	20.0	23.2	3
6	04/18/92	37	6	1	16.2	2.7	1062.5	184.0	20.0	17.3	1
7	04/25/92	26	5	1	19.2	3.8	867.0	194.5	20.0	22.4	2
8	05/02/92	31	6	1	19.4	3.2	864.0	188.0	20.0	21.8	2
9	05/09/92	35	5	1	14.3	2.9	1122.0	192.0	20.0	17.1	1
TOTALS		272	42	11	15.4	4.0	8642.5	1582.5	192.0	18.3	2

METRO HEADQUARTERS PROJECT

WEEKLY MINORITY/WOMEN UTILIZATION



PROJECT BRIEFING
June 9, 1992
Metro Headquarters Project
Report No. 8

CONSTRUCTION ACTIVITY

- Exterior and interior demolition complete.
- Skylights, elevator and HVAC cut-outs complete.
- Brick work commencing.

SCHEDULE

- Move -in mid March 1992.
- Window glazing controls critical path.

SPACE PLANNING

- Space planning complete.
- Portland Police may have two cubicles in building; Assistant DA space under consideration.

CITY OF PORTLAND

- Structural and shear wall permit issued.
- Expect building permit by mid June.
- Working with City to have twin ornamental light fixtures installed on Irving.

DAY CARE

- Consultant under contract.
- Space plan nearly complete; capacity of 50 children (anticipate 20 -25 Metro kids).
- Staff attending District Task Force on Daycare.

PARKING/TRANSPORTATION

- PDI management on interim basis.
- Expect "Test-Shuttle" for final Blazer home games.
- Possibility of Federal support for Model Transportation Program.

PROJECT BUDGET

- Construction costs per sq.ft. approx. \$82/sq. ft. (\$100 if financing costs included)/ initial annual operating rate is approx. \$16/sq.ft.
- Uncommitted contingency approximately \$500,000.

ENERGY

- PP&L FinAnswer Contract under review.
- Voice and Data consultant under contract; cabling design underway.

MINORITY CONTRACTING

- No set goals. Good minority representation on site(averaging 20%) (over).
- Hoffman and Metro staff have designed and implemented Project Outreach Program;Pre-bid conferences have occurred; on-site information booth was to be staffed by trades; Metro will staff booth.

MISC.

- Six artists or artists teams selected as finalists; interviews scheduled for 6/26.
- Project Waste Reduction program in place; good results/ good publicity.
- Project name - "Resourceful Renovation"
- EPA grant of \$30,000 received; expect half time on-site staff by mid June.
- Leasing efforts seem to be on track; one good possibility.
- Preliminary FF&E list developed; FF&E Review Committee will finalize list.

METRO HEADQUARTERS
 MBE-WBE LABOR UTILIZATION
 06/09/92

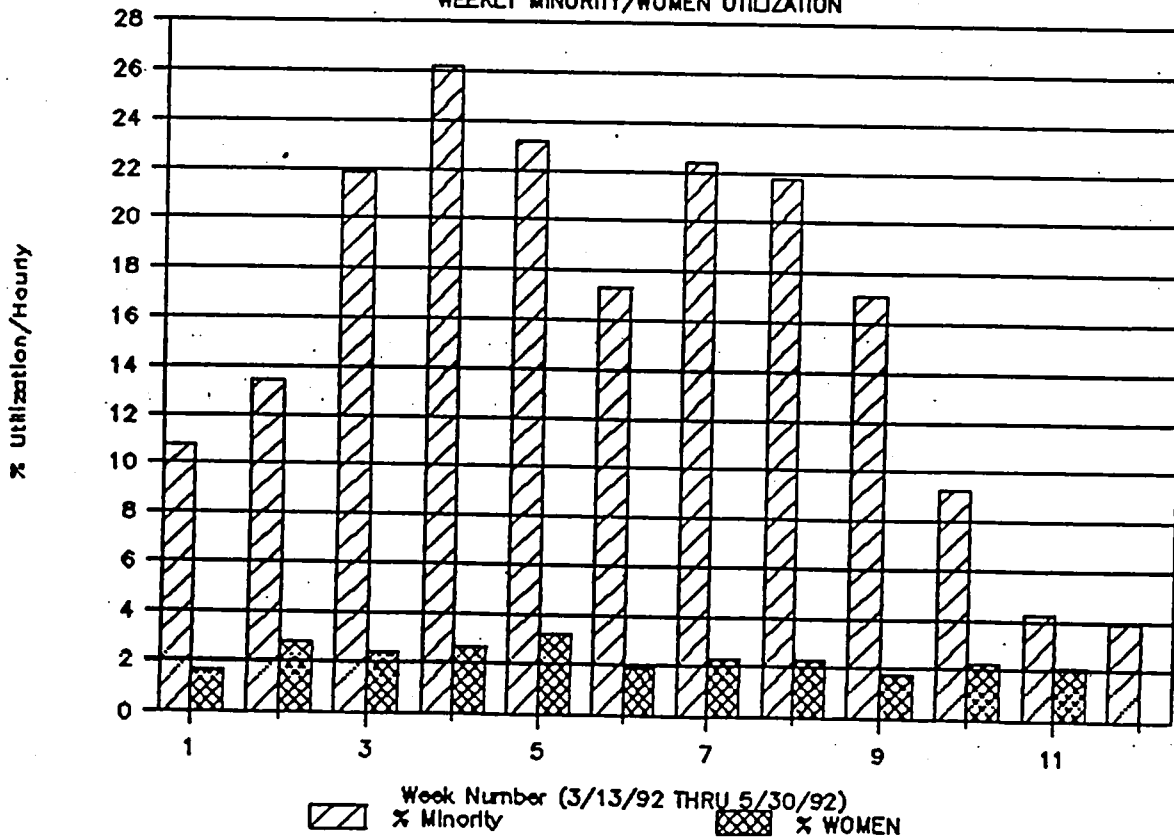
UTILIZATION BY WORKERS

UTILIZATION BY HOURS

WEEK	WEEK ENDING	UTILIZATION BY WORKERS					UTILIZATION BY HOURS				
		TOTAL	MINORITY	WOMEN	% MIN	% WOMEN	TOTAL	MINORITY	WOMEN	% MIN	% WOMEN
1	03/13/92	44	4	1	9.1	2.3	1488.0	160.0	24.0	10.8	1.6
2	03/21/92	31	4	3	12.9	9.7	1013.5	136.0	28.0	13.4	2.8
3	03/28/92	25	5	1	20.0	4.0	841.5	184.0	20.0	21.9	2.4
4	04/04/92	23	5	1	21.7	4.3	764.0	200.0	20.0	26.2	2.6
5	04/11/92	20	2	1	10.0	5.0	620.0	144.0	20.0	23.2	3.2
6	04/18/92	37	6	1	16.2	2.7	1062.5	184.0	20.0	17.3	1.9
7	04/25/92	26	5	1	19.2	3.8	867.0	194.5	20.0	22.4	2.3
8	05/02/92	31	6	1	19.4	3.2	864.0	188.0	20.0	21.8	2.3
9	05/09/92	35	5	1	14.3	2.9	1122.0	192.0	20.0	17.1	1.8
10	05/16/92	31	2	1	6.5	3.2	890.0	82.0	20.0	9.2	2.2
11	05/23/92	31	1	1	3.2	3.2	940.0	40.0	20.0	4.3	2.1
12	05/30/92	31	1	0	3.2	0.0	818.0	32.0	0.0	3.9	0.0
TOTALS		365	46	13	12.6	3.6	11290.5	1736.5	232.0	15.4	2.1

METRO HEADQUARTERS PROJECT

WEEKLY MINORITY/WOMEN UTILIZATION



PROJECT BRIEFING
June 23, 1992
Metro Headquarters Project
Report No. 9

CONSTRUCTION ACTIVITY

- Exterior and interior demolition complete.
- Skylights, elevator and HVAC cut-outs complete.
- Shear walls being installed.

SCHEDULE

- Move -in mid March 1992.
- Window glazing controls critical path.

SPACE PLANNING

- Space planning complete.
- Portland Police may have two cubicles in building; Assistant DA space under consideration.

CITY OF PORTLAND

- Structural and shear wall permit issued.
- Expect building permit at any time.
- Working with City to have twin ornamental light fixtures installed on Irving.

DAY CARE

- Consultant under contract.
- Space plan nearly complete; capacity of 50 children (anticipate 20 -25 Metro kids).
- Staff attending District Task Force on Daycare.

PARKING/TRANSPORTATION

- PDI management on interim basis.
- Possibility of Federal support for Model District Transportation Program.

PROJECT BUDGET

- Construction costs per sq.ft. approx. \$82/sq. ft. (\$100 if financing costs included)/ initial annual operating rate is approx. \$16/sq.ft.
- Uncommitted contingency approximately \$500,000.

ENERGY

- PP&L FinAnswer Contract under review.
- Voice and Data consultant under contract; cabling design underway.

MINORITY CONTRACTING

- No set goals. Minority representation dropping off as new subcontractors come on site(averaging 14%) (over).
- Hoffman and Metro staff have designed and implemented Project Outreach Program;Pre-bid conferences have occurred; on-site information booth was to be staffed by trades; Metro will staff booth.

MISC.

- Six artists or artists teams selected as finalists; interviews scheduled for 6/26.
- Project Waste Reduction program in place; good results/ good publicity.
- Project name - "Resourceful Renovation"
- Working to get building materials with recycled content into project.
- EPA grant of \$30,000 received; staff currently on-site.
- Leasing efforts seem to be on track; one good possibility.
- Preliminary FF&E list developed; FF&E Review Committee will finalize list.

METRO HEADQUARTERS
 MBE-WBE LABOR UTILIZATION
 06/22/92

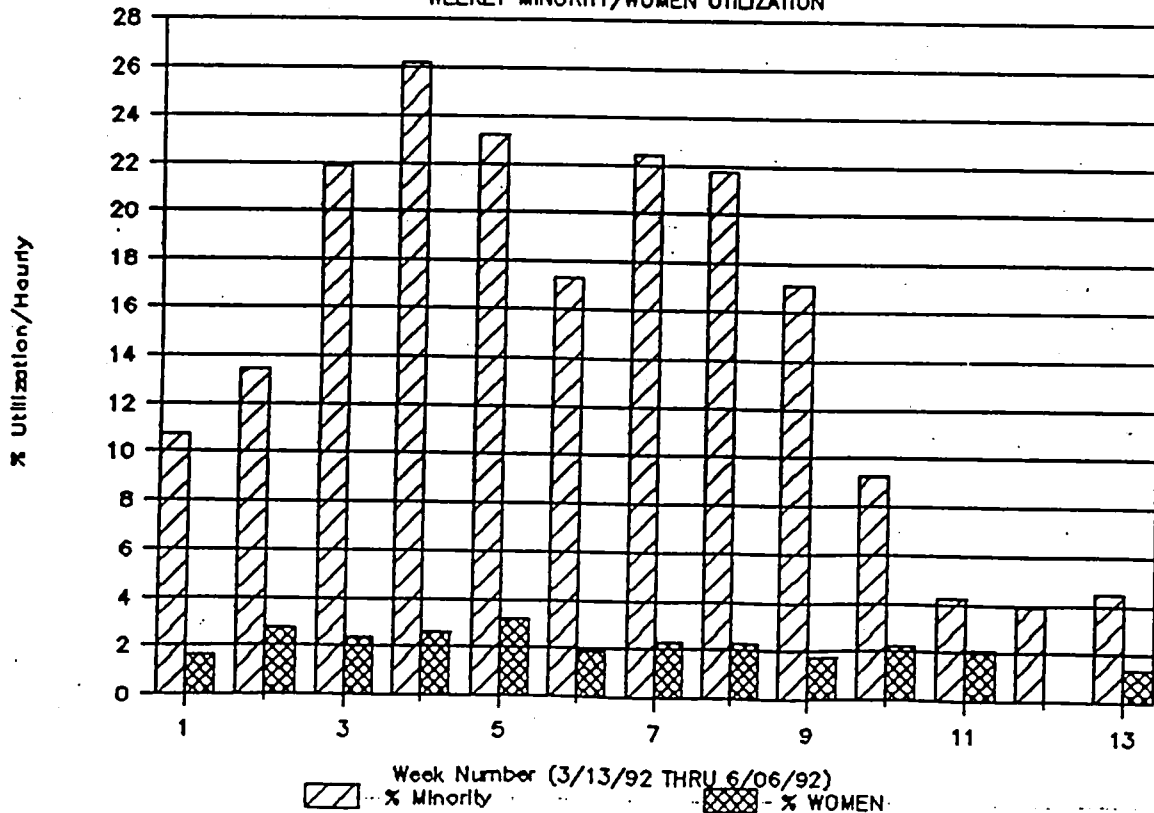
UTILIZATION BY WORKERS

UTILIZATION BY HOURS

WEEK ENDING	UTILIZATION BY WORKERS					UTILIZATION BY HOURS				
	TOTAL	MINORITY	WOMEN	% MIN	% WOMEN	TOTAL	MINORITY	WOMEN	% MIN	% WOMEN
03/13/92	44	4	1	9.1	2.3	1488.0	160.0	24.0	10.8	1.6
03/21/92	31	4	3	12.9	9.7	1013.5	136.0	28.0	13.4	2.8
03/28/92	25	5	1	20.0	4.0	841.5	184.0	20.0	21.9	2.4
04/04/92	23	5	1	21.7	4.3	764.0	200.0	20.0	26.2	2.6
04/11/92	20	2	1	10.0	5.0	620.0	144.0	20.0	23.2	3.2
04/18/92	37	6	1	16.2	2.7	1062.5	184.0	20.0	17.3	1.9
04/25/92	26	5	1	19.2	3.8	867.0	194.5	20.0	22.4	2.3
05/02/92	31	6	1	19.4	3.2	864.0	188.0	20.0	21.8	2.3
05/09/92	35	5	1	14.3	2.9	1122.0	192.0	20.0	17.1	1.8
05/16/92	31	2	1	6.5	3.2	890.0	82.0	20.0	9.2	2.2
05/23/92	31	1	1	3.2	3.2	940.0	40.0	20.0	4.3	2.1
05/30/92	31	1	0	3.2	0.0	818.0	32.0	0.0	3.9	0.0
06/06/92	47	2	1	4.3	2.1	1420.0	64.0	20.0	4.5	1.4
TOTALS	412	48	14	11.7	3.4	12710.5	1800.5	252.0	14.2	2.0

METRO HEADQUARTERS PROJECT

WEEKLY MINORITY/WOMEN UTILIZATION



PROJECT BRIEFING
July 14, 1992
Metro Headquarters Project
Report No. 10

CONSTRUCTION ACTIVITY

- Exterior and interior demolition complete.
- Shear walls being installed.
- Exterior brick being installed.

SCHEDULE

- Move -in mid March 1993.
- Window glazing controls critical path.

SPACE PLANNING

- Space planning complete.
- Portland Police may have two cubicles in building; Assistant DA space under consideration.

CITY OF PORTLAND

- Building permit issued.
- Working with City to have twin ornamental light fixtures installed on Irving.

DAY CARE

- Consultant under contract.
- Space plan nearly complete; capacity of 50 children (anticipate 20 -25 Metro kids).
- Staff attending District Task Force on Daycare.

PARKING/TRANSPORTATION

- PDI management on interim basis.
- Possibility of Federal support for Model Transportation Program.

PROJECT BUDGET

- Construction costs per sq.ft. approx. \$82/sq. ft. (\$100 if financing costs included)/initial annual operating rate is approx. \$16/sq.ft.
- Uncommitted contingency approximately \$500,000.
- Expect large change order (\$600,000) for parking garage work.

ENERGY

- PP&L FinAnswer Contract under review.
- Voice and Data consultant under contract; cabling design complete.

MINORITY CONTRACTING

- No set goals. Minority representation dropping off as new subcontractors come on board (averaging 14%) (over).
- Hoffman and Metro staff have designed and implemented Project Outreach Program; Pre-bid conferences have occurred; on-site information booth was to be staffed by trades; Metro will staff booth.

MISC.

- Six artists or artists teams selected as finalists; interviews occurred 6/26; two projects selected.
- Project Waste Reduction program in place; good results/ good publicity.
- Project name - "Resourceful Renovation"
- EPA grant of \$30,000 received; half-time on-site staff funded.
- Leasing efforts seem to be on track; one good possibility.
- Preliminary FF&E list developed; FF&E Review Committee will finalize list.

METRO HEADQUARTERS
 DBE-WBE LABOR UTILIZATION
 06/22/92

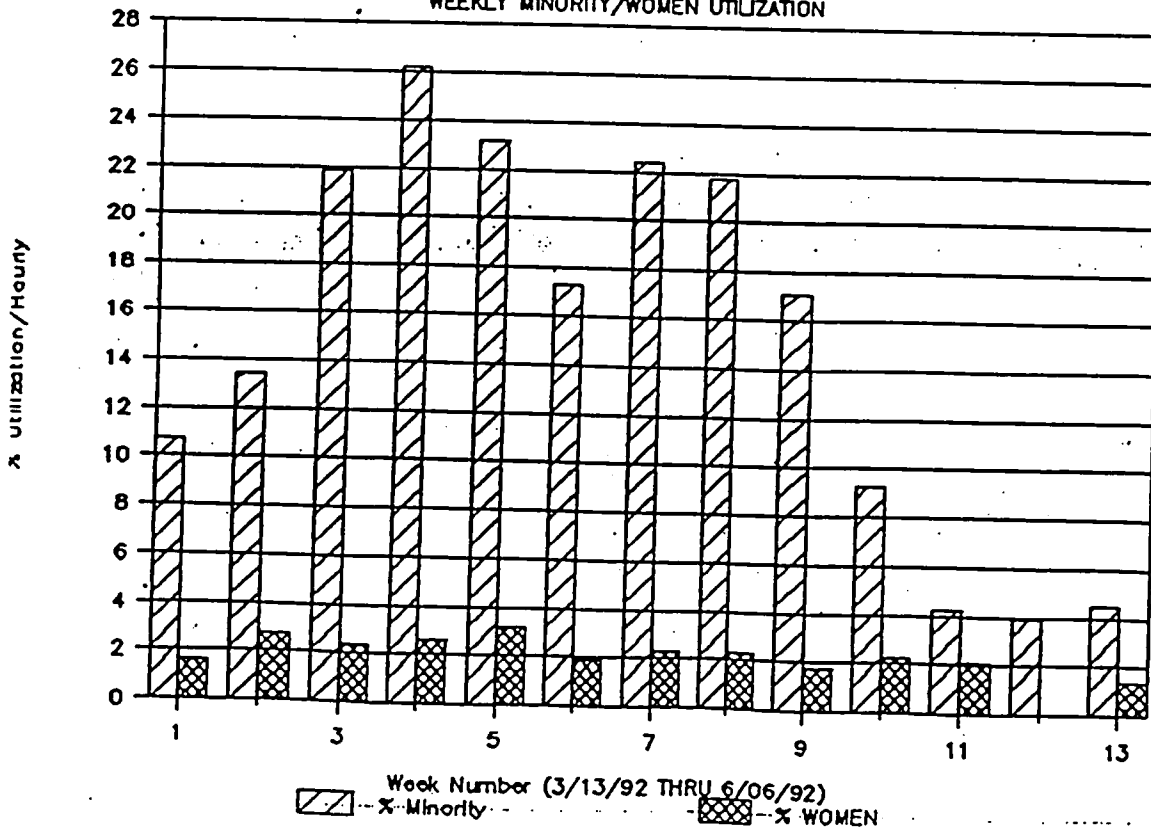
UTILIZATION BY WORKERS

UTILIZATION BY HOURS

WEEK ENDING	UTILIZATION BY WORKERS					UTILIZATION BY HOURS				
	TOTAL	MINORITY	WOMEN	% MIN	% WOMEN	TOTAL	MINORITY	WOMEN	% MIN	% WOMEN
03/13/92	44	4	1	9.1	2.3	1488.0	160.0	24.0	10.8	1.6
03/21/92	31	4	3	12.9	9.7	1013.5	136.0	28.0	13.4	2.8
03/28/92	25	5	1	20.0	4.0	841.5	184.0	20.0	21.9	2.4
04/04/92	23	5	1	21.7	4.3	764.0	200.0	20.0	26.2	2.6
04/11/92	20	2	1	10.0	5.0	620.0	144.0	20.0	23.2	3.2
04/18/92	37	6	1	16.2	2.7	1062.5	184.0	20.0	17.3	1.9
04/25/92	26	5	1	19.2	3.8	867.0	194.5	20.0	22.4	2.3
05/02/92	31	6	1	19.4	3.2	864.0	188.0	20.0	21.8	2.3
05/09/92	35	5	1	14.3	2.9	1122.0	192.0	20.0	17.1	1.8
05/16/92	31	2	1	6.5	3.2	890.0	82.0	20.0	9.2	2.2
05/23/92	31	1	1	3.2	3.2	940.0	40.0	20.0	4.3	2.1
05/30/92	31	1	0	3.2	0.0	818.0	32.0	0.0	3.9	0.0
06/06/92	47	2	1	4.3	2.1	1420.0	64.0	20.0	4.5	1.4
TOTALS	412	48	14	11.7	3.4	12710.5	1800.5	252.0	14.2	2.0

METRO HEADQUARTERS PROJECT

WEEKLY MINORITY/WOMEN UTILIZATION



PROJECT BRIEFING
July 28, 1992
Metro Headquarters Project
Report No. 11

CONSTRUCTION ACTIVITY

- Shear walls installation complete.
- Exterior brick being installed.
- Rough-in plumbing, electrical, HVAC ongoing.

SCHEDULE

- Move -in mid March 1993.
- Window glazing controls critical path.

SPACE PLANNING

- Space planning complete.
- Portland Police may have two cubicles in building; Assistant DA space under consideration.

CITY OF PORTLAND

- Building permit issued.
- Working with City to have twin ornamental light fixtures installed on Irving.

DAY CARE

- Consultant under contract.
- Space plan nearly complete; capacity of 50 children (anticipate 20 -25 Metro kids).
- Staff attending District Task Force on Daycare.

PARKING/TRANSPORTATION

- PDI management on interim basis.
- Possibility of Federal support for Model Transportation Program.

PROJECT BUDGET

- Construction costs per sq.ft. approx. \$82/sq. ft. (\$100 if financing costs included)/initial annual operating rate is approx. \$16/sq.ft.
- Uncommitted contingency approximately \$500,000.
- Expect large change order (\$650,000) for parking garage work. See attached cost estimate.

ENERGY

- PP&L FinAnswer Contract under review.
- Voice and Data consultant under contract; cabling design complete.

MINORITY CONTRACTING

- No set goals. Minority representation dropping off as new subcontractors come on board (averaging 12%) (over).
- Hoffman and Metro staff have designed and implemented Project Outreach Program; Pre-bid conferences have occurred; on-site information booth removed; minimal usage.

MISC.

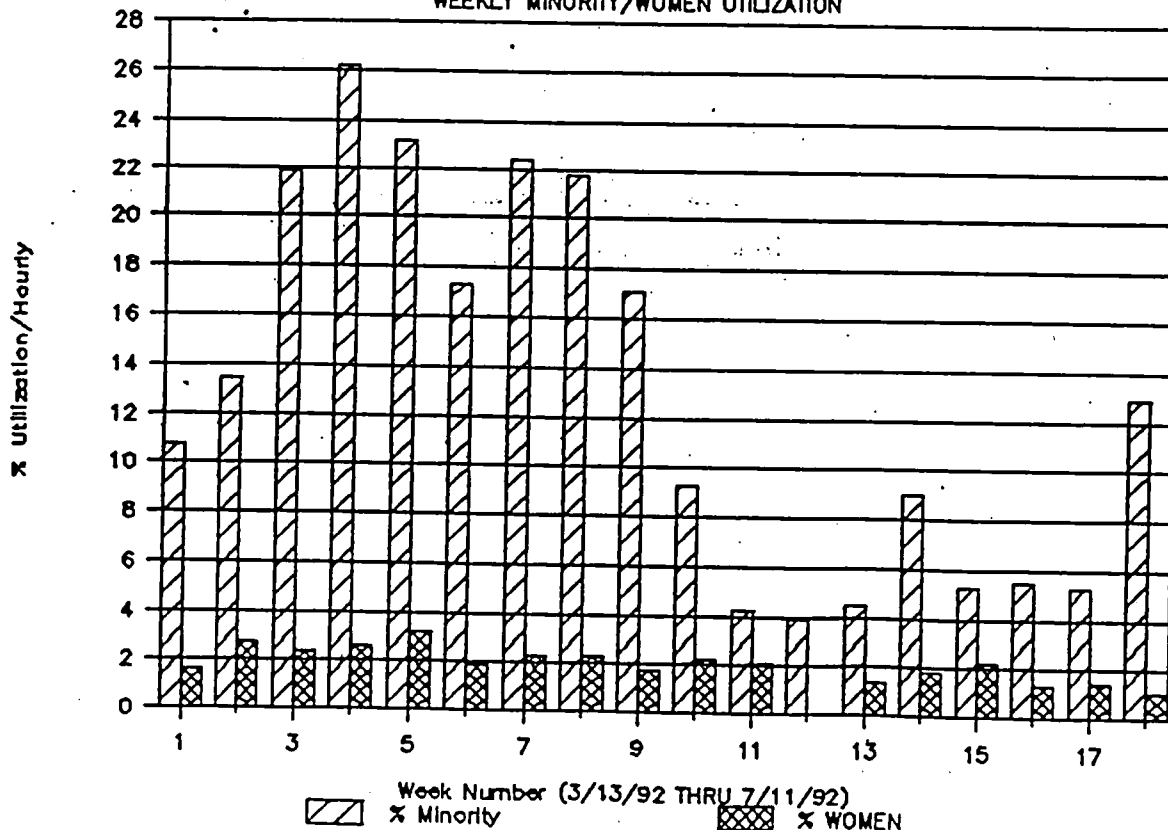
- Six artists or artists teams selected as finalists; interviews occurred 6/26; two projects selected.
- Audio/Visual consultant under contract. Initial design development meeting upcoming.
- Project Waste Reduction program in place; good results/ good publicity.
- Project name - "Resourceful Renovation"
- Leasing efforts seem to be on track; one good possibility.
- Preliminary FF&E list developed; FF&E Review Committee will make recommendations to Regional Facilities Committee.

METRO HEADQUARTERS
 MBE-WBE LABOR UTILIZATION
 07/28/92

WEEK #	WEEK ENDING	UTILIZATION BY WORKERS					UTILIZATION BY HOURS				
		TOTAL	MINORITY	WOMEN	% MIN	% WOMEN	TOTAL	MINORITY	WOMEN	% MIN	% WOMEN
1	03/13/92	44	4	1	9.1	2.3	1488.0	160.0	24.0	10.8	1.6
2	03/21/92	31	4	3	12.9	9.7	1013.5	136.0	28.0	13.4	2.8
3	03/28/92	25	5	1	20.0	4.0	841.5	184.0	20.0	21.9	2.4
4	04/04/92	23	5	1	21.7	4.3	764.0	200.0	20.0	26.2	2.6
5	04/11/92	20	2	1	10.0	5.0	620.0	144.0	20.0	23.2	3.2
6	04/18/92	37	6	1	16.2	2.7	1062.5	184.0	20.0	17.3	1.9
7	04/25/92	26	5	1	19.2	3.8	867.0	194.5	20.0	22.4	2.3
8	05/02/92	31	6	1	19.4	3.2	864.0	188.0	20.0	21.8	2.3
9	05/09/92	35	5	1	14.3	2.9	1122.0	192.0	20.0	17.1	1.8
10	05/16/92	31	2	1	6.5	3.2	890.0	82.0	20.0	9.2	2.2
11	05/23/92	31	1	1	3.2	3.2	940.0	40.0	20.0	4.3	2.1
12	05/30/92	31	1	0	3.2	0.0	818.0	32.0	0.0	3.9	0.0
13	06/06/92	47	2	1	4.3	2.1	1420.0	64.0	20.0	4.5	1.4
14	06/13/92	55	8	1	14.5	1.8	1068.5	96.0	20.0	9.0	1.9
15	06/20/92	38	2	1	5.3	2.6	906.0	48.0	20.0	5.3	2.2
16	06/26/92	56	2	1	3.6	1.8	1494.0	82.0	20.0	5.5	1.3
17	07/04/92	53	2	1	3.8	1.9	1367.5	72.0	20.0	5.3	1.5
18	07/11/92	69	9	1	13.0	1.4	1924.5	248.0	20.0	12.9	1.0
TOTALS		683	71	19	10.4	2.8	19471.0	2346.5	352.0	12.1	1.8

METRO HEADQUARTERS PROJECT

WEEKLY MINORITY/WOMEN UTILIZATION



PROJECT BRIEFING
August 11, 1992
Metro Headquarters Project
Report No. 12

CONSTRUCTION ACTIVITY

- Shear walls installation complete.
- Exterior brick being installed.
- Rough-in plumbing, electrical, HVAC ongoing.

SCHEDULE

- Move -in mid March 1993.
- Window glazing controls critical path.

SPACE PLANNING

- Space planning complete.
- Portland Police may have two cubicles in building; Assistant DA space under consideration.

CITY OF PORTLAND

- Building permit issued.
- Working with City to have twin ornamental light fixtures installed on Irving, 7th & Lloyd.

DAY CARE

- Consultant under contract.
- Space plan nearly complete; capacity of 50 children (anticipate 20 -25 Metro kids).
- Staff attending District Task Force on Daycare.

PARKING/TRANSPORTATION

- PDI management on interim basis.
- Possibility of Federal support for Model Transportation Program.

PROJECT BUDGET

- Construction costs per sq.ft. approx. \$82/sq. ft. (\$100 if financing costs included)/ initial annual operating rate is approx. \$16/sq.ft.
- Uncommitted contingency approximately \$500,000.
- Expect large change order (\$650,000) for parking garage work. See attached cost estimate.

ENERGY

- PP&L FinAnswer Contract under review.
- Voice and Data consultant under contract; cabling design complete.

MINORITY CONTRACTING

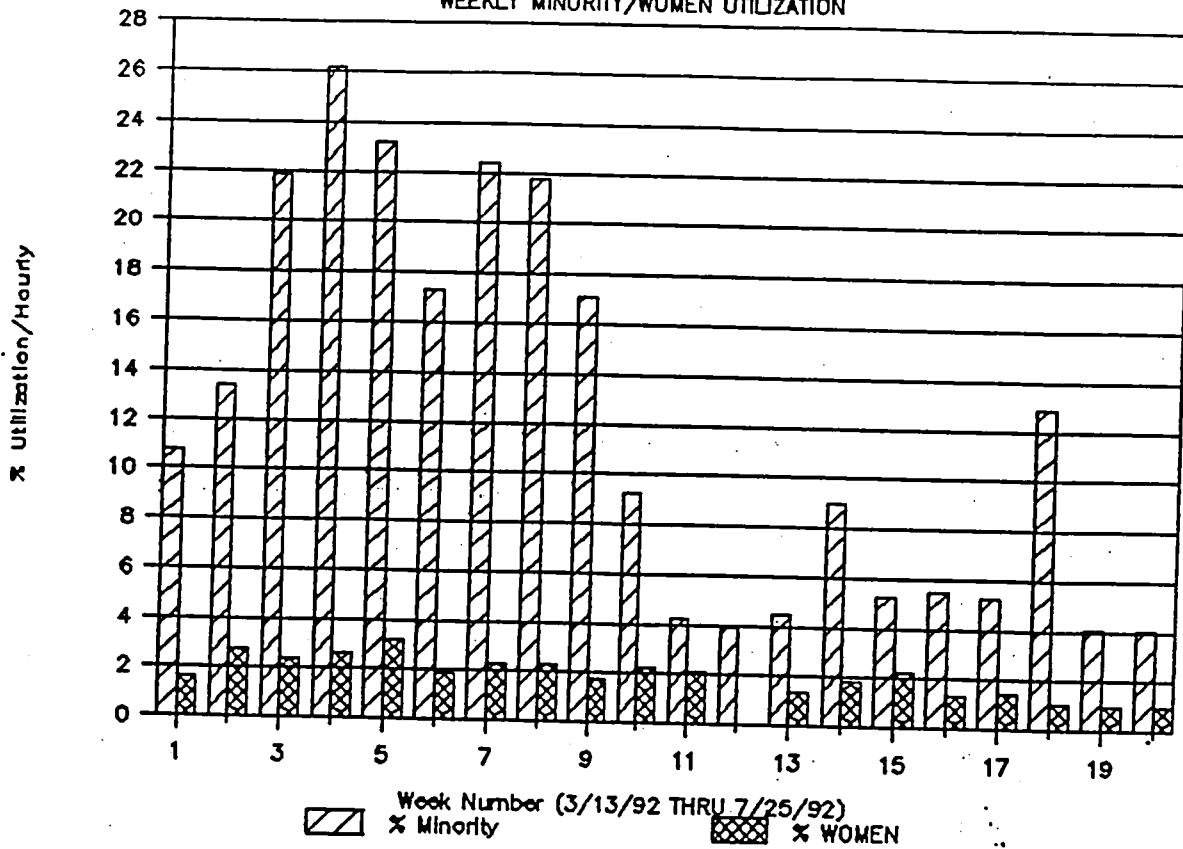
- No set goals. Minority representation dropping off as new subcontractors come on board (averaging 12%) (over).
- Hoffman and Metro staff have designed and implemented Project Outreach Program; Pre-bid conferences have occurred; on-site information booth removed; minimal usage.

MISC.

- Six artists or artists teams selected as finalists; interviews occurred 6/26; two projects selected; Resolution 92-1663 to authorize contracts with selected artists.
- Audio/Visual consultant under contract. Initial design development meeting upcoming.
- Project Waste Reduction program in place; good results/ good publicity.
- Project name - "Resourceful Renovation"
- Leasing efforts seem to be on track; one good possibility.
- Preliminary FF&E list developed; FF&E Review Committee will make recommendations to Regional Facilities Committee.

METRO HEADQUARTERS PROJECT

WEEKLY MINORITY/WOMEN UTILIZATION



**METRO HEADQUARTERS
MBE-WBE LABOR UTILIZATION
08/11/92**

UTILIZATION BY WORKERS

UTILIZATION BY HOURS

WEEK #	WEEK ENDING	UTILIZATION BY WORKERS				UTILIZATION BY HOURS			
		TOTAL	MINORITY	WOMEN	% MIN % WOMEN	TOTAL	MINORITY	WOMEN	% MIN % WOMEN
1	03/13/92	44	4	1	9.1 2.3	1488.0	160.0	24.0	10.8 1.6
2	03/21/92	31	4	3	12.9 9.7	1013.5	136.0	28.0	13.4 2.8
3	03/28/92	25	5	1	20.0 4.0	841.5	184.0	20.0	21.9 2.4
4	04/04/92	23	5	1	21.7 4.3	764.0	200.0	20.0	26.2 2.6
5	04/11/92	20	2	1	10.0 5.0	620.0	144.0	20.0	23.2 3.2
6	04/18/92	37	6	1	16.2 2.7	1062.5	184.0	20.0	17.3 1.9
7	04/25/92	26	5	1	19.2 3.8	867.0	194.5	20.0	22.4 2.3
8	05/02/92	31	6	1	19.4 3.2	864.0	188.0	20.0	21.8 2.3
9	05/09/92	35	5	1	14.3 2.9	1122.0	192.0	20.0	17.1 1.8
10	05/16/92	31	2	1	6.5 3.2	890.0	82.0	20.0	9.2 2.2
11	05/23/92	31	1	1	3.2 3.2	940.0	40.0	20.0	4.3 2.1
12	05/30/92	31	1	0	3.2 0.0	818.0	32.0	0.0	3.9 0.0
13	06/06/92	47	2	1	4.3 2.1	1420.0	64.0	20.0	4.5 1.4
14	06/13/92	55	8	1	14.5 1.8	1068.5	96.0	20.0	9.0 1.9
15	06/20/92	38	2	1	5.3 2.6	906.0	48.0	20.0	5.3 2.2
16	06/26/92	56	2	1	3.6 1.8	1494.0	82.0	20.0	5.5 1.3
17	07/04/92	53	2	1	3.8 1.9	1367.5	72.0	20.0	5.3 1.5
18	07/11/92	69	9	1	13.0 1.4	1924.5	248.0	20.0	12.9 1.0
19	07/18/92	61	2	1	3.3 1.6	1980.0	80.0	20.0	4.0 1.0
20	07/25/92	60	2	1	3.3 1.7	1976.5	80.0	20.0	4.0 1.0
TOTALS		804	75	21	9.3 2.6	23427.5	2506.5	392.0	10.7 1.7

PROJECT BRIEFING
August 25, 1992
Metro Headquarters Project
Report No. 13

CONSTRUCTION ACTIVITY

- Exterior brick and glazing being installed.
- Interior walls being framed.
- Rough-in plumbing, electrical, HVAC ongoing.

SCHEDULE

- Move -in mid March 1993.
- Window glazing controls critical path.

SPACE PLANNING

- Space planning complete.
- Portland Police may have two cubicles in building; Assistant DA space under consideration.

CITY OF PORTLAND

- Working with City to have twin ornamental light fixtures installed on Irving, 7th & Lloyd.

DAY CARE

- Space plan nearly complete; capacity of 50 children (anticipate 20 -25 Metro kids).
- Staff attending District Task Force on Daycare.

PARKING/TRANSPORTATION

- Scheduling construction activity to minimize disruption to the on-going parking operation.
- Possibility of Federal support for Model Transportation Program.

PROJECT BUDGET

- Construction costs per sq.ft. approx. \$82/sq. ft. (\$100 if financing costs included)/ initial annual operating rate is approx. \$16/sq.ft.
- Uncommitted contingency approximately \$500,000.
- Expect large change order (\$650,000) for parking garage work. See attached cost estimate.

ENERGY

- PP&L FinAnswer Contract under review.
- Voice and Data consultant under contract; cabling design complete.

MINORITY CONTRACTING

- No set goals. Minority representation dropping off as new subcontractors come on board (averaging 9.6%) (over).
- Hoffman and Metro staff have designed and implemented Project Outreach Program; Pre-bid conferences have occurred; on-site information booth removed; minimal usage.

MISC.

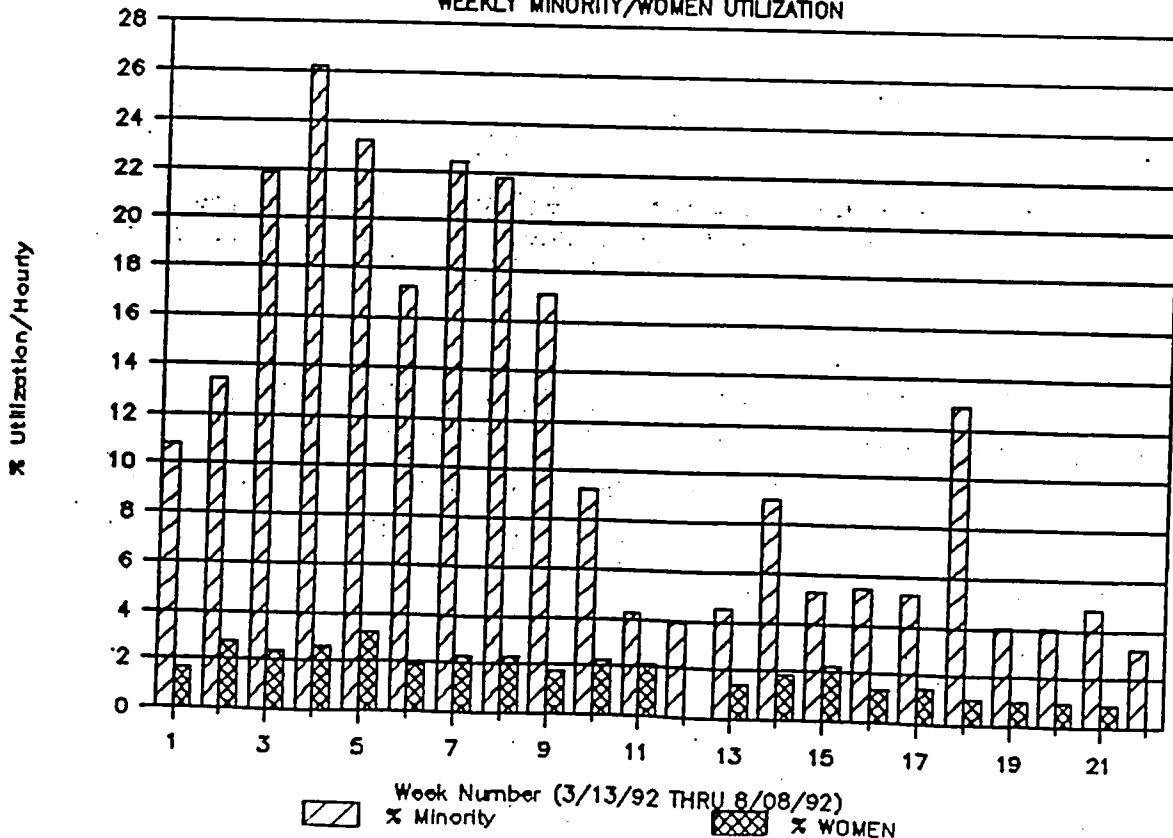
- Both art projects under contract.
- Audio/Visual consultant under contract. Council Chamber under design.
- Project Waste Reduction program in place; good results/ good publicity.
- Project name - "Resourceful Renovation"
- Leasing efforts seem to be on track; one good possibility.
- Preliminary FF&E list developed; FF&E Review Committee will make recommendations to Regional Facilities Committee.

METRO HEADQUARTERS
 MBE-WBE LABOR UTILIZATION
 08/25/92

WEEK #	WEEK ENDING	UTILIZATION BY WORKERS					UTILIZATION BY HOURS				
		TOTAL	MINORITY	WOMEN	% MIN	% WOMEN	TOTAL	MINORITY	WOMEN	% MIN	% WOMEN
1	03/13/92	44	4	1	9.1	2.3	1488.0	160.0	24.0	10.8	1.6
2	03/21/92	31	4	3	12.9	9.7	1013.5	136.0	28.0	13.4	2.8
3	03/28/92	25	5	1	20.0	4.0	841.5	184.0	20.0	21.9	2.4
4	04/04/92	23	5	1	21.7	4.3	764.0	200.0	20.0	26.2	2.6
5	04/11/92	20	2	1	10.0	5.0	620.0	144.0	20.0	23.2	3.2
6	04/18/92	37	6	1	16.2	2.7	1062.5	184.0	20.0	17.3	1.9
7	04/25/92	26	5	1	19.2	3.8	867.0	194.5	20.0	22.4	2.3
8	05/02/92	31	6	1	19.4	3.2	864.0	188.0	20.0	21.8	2.3
9	05/09/92	35	5	1	14.3	2.9	1122.0	192.0	20.0	17.1	1.8
10	05/16/92	31	2	1	6.5	3.2	890.0	82.0	20.0	9.2	2.2
11	05/23/92	31	1	1	3.2	3.2	940.0	40.0	20.0	4.3	2.1
12	05/30/92	31	1	0	3.2	0.0	818.0	32.0	0.0	3.9	0.0
13	06/06/92	47	2	1	4.3	2.1	1420.0	64.0	20.0	4.5	1.4
14	06/13/92	55	8	1	14.5	1.8	1068.5	96.0	20.0	9.0	1.9
15	06/20/92	38	2	1	5.3	2.6	906.0	48.0	20.0	5.3	2.2
16	06/26/92	56	2	1	3.6	1.8	1494.0	82.0	20.0	5.5	1.3
17	07/04/92	53	2	1	3.8	1.9	1367.5	72.0	20.0	5.3	1.5
18	07/11/92	69	9	1	13.0	1.4	1924.5	248.0	20.0	12.9	1.0
19	07/18/92	61	2	1	3.3	1.6	1980.0	80.0	20.0	4.0	1.0
20	07/25/92	60	2	1	3.3	1.7	1976.5	80.0	20.0	4.0	1.0
21	08/01/92	65	3	1	4.6	1.5	2157.0	104.0	20.0	4.8	0.9
22	08/08/92	70	2	0	2.9	0.0	2480.0	80.0	0.0	3.2	0.0
TOTALS		939	80	22	8.5	2.3	28064.5	2690.5	412.0	9.6	1.5

METRO HEADQUARTERS PROJECT

WEEKLY MINORITY/WOMEN UTILIZATION



PROJECT BRIEFING
September 8, 1992
Metro Headquarters Project
Report No. 14

CONSTRUCTION ACTIVITY

- Exterior brick and glazing being installed.
- Interior walls and Council rotunda being framed.
- Rough-in plumbing, electrical, HVAC ongoing.

SCHEDULE

- Move -in March 1993.
- Window glazing controls critical path.

SPACE PLANNING

- Space planning complete.
- Portland Police may have two cubicles in building; Assistant DA space under consideration.

CITY OF PORTLAND

- Working with City to have twin ornamental light fixtures installed on Irving, 7th & Lloyd.

DAY CARE

- Space plan complete; capacity of 50 children (anticipate 20 -25 Metro kids).
- Staff attending District Task Force on Daycare.

PARKING/TRANSPORTATION

- Scheduling construction activity to minimize disruption to the on-going parking operation.
- Possibility of Federal support for Model Transportation Program.

PROJECT BUDGET

- Construction costs per sq.ft. approx. \$82/sq. ft. (\$100 if financing costs included)/ initial annual operating rate is approx. \$16/sq.ft.
- Uncommitted contingency approximately \$500,000.
- Expect large change order (\$650,000) for parking garage work. See attached cost estimate.

ENERGY

- PP&L FinAnswer Contract under review.
- Voice and Data consultant under contract; cabling design complete.

MINORITY CONTRACTING

- No set goals. Minority representation dropping off as new subcontractors come on board (averaging 9.6%) (over).
- Hoffman and Metro staff have designed and implemented Project Outreach Program; Pre-bid conferences have occurred; on-site information booth removed; minimal usage.

MISC.

- Both art projects under contract.
- Audio/Visual consultant under contract. Council Chamber under design.
- Project Waste Reduction program in place; good results/ good publicity.
- Project name - "Resourceful Renovation"
- Possibility of urban greenspace as a companion site to our South Plaza.
- Leasing efforts seem to be on track; one good possibility.
- Preliminary FF&E list developed; FF&E Review Committee will make recommendations to Regional Facilities Committee.

METRO HEADQUARTERS
 MBE-WBE LABOR UTILIZATION
 08/25/92

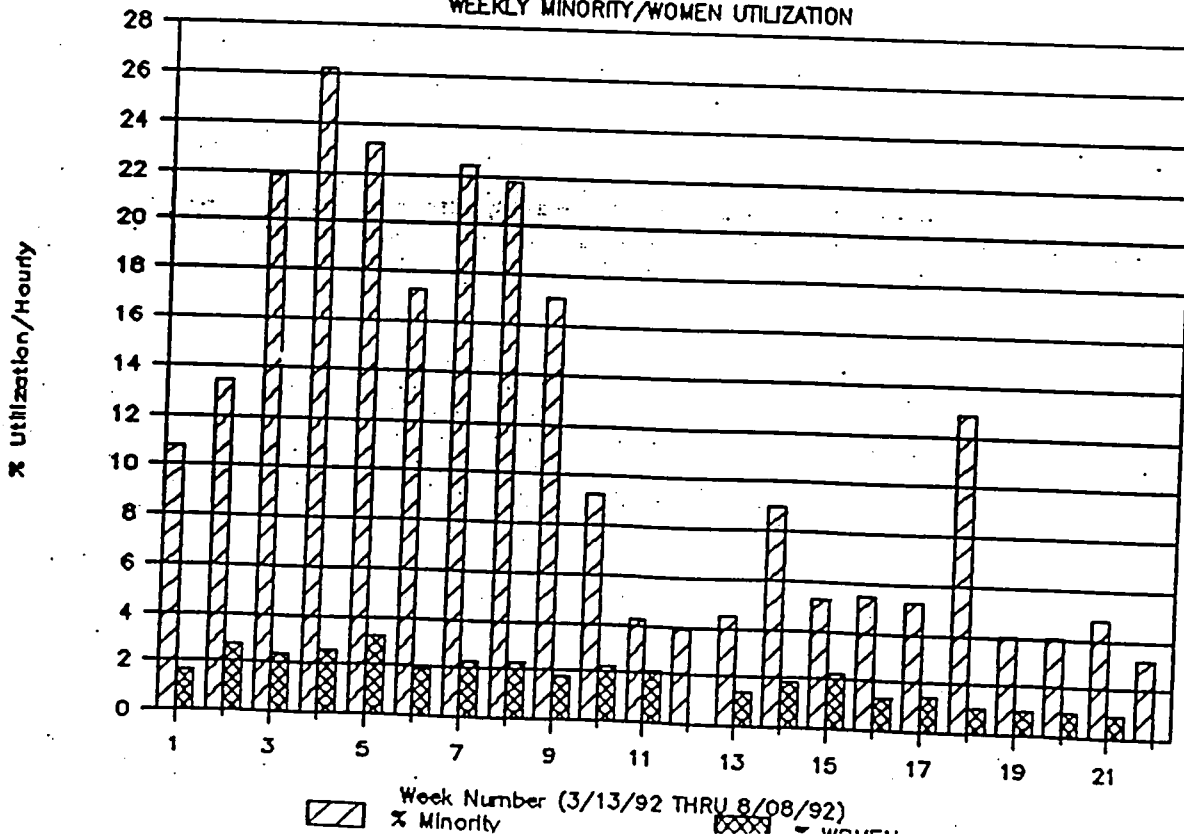
UTILIZATION BY WORKERS

UTILIZATION BY HOURS

WEEK #	WEEK ENDING	UTILIZATION BY WORKERS					UTILIZATION BY HOURS				
		TOTAL	MINORITY	WOMEN	% MIN	% WOMEN	TOTAL	MINORITY	WOMEN	% MIN	% WOMEN
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22	08/08/92	70	2	0	2.9	0.0	2480.0	80.0	0.0	3.2	0.0
TOTALS		939	80	22	8.5	2.3	28064.5	2690.5	412.0	9.6	1.5

METRO HEADQUARTERS PROJECT

WEEKLY MINORITY/WOMEN UTILIZATION



PROJECT BRIEFING
September 22, 1992
Metro Headquarters Project
Report No. 15

CONSTRUCTION ACTIVITY

- Exterior brick and glazing being installed.
- Interior walls and Council rotunda being framed.
- Tower elevator "fin" being installed
- Rough-in plumbing, electrical, HVAC ongoing.

SCHEDULE

- Move -in March 1993.
- Window glazing controls critical path.

SPACE PLANNING

- Space planning complete.
- Portland Police may have two cubicles in building; Assistant DA space under consideration.

CITY OF PORTLAND

- Working with City to have twin ornamental light fixtures installed on Irving, 7th & Lloyd.

DAY CARE

- Space plan complete; capacity of 50 children (anticipate 20 -25 Metro kids).
- Staff attending District Task Force on Daycare.
- RFP for operator to be issued mid October.

PARKING/TRANSPORTATION

- Scheduling construction activity to minimize disruption to the on-going parking operation.
- Possibility of Federal support for Model Transportation Program.

PROJECT BUDGET

- Construction costs per sq.ft. approx. \$82/sq. ft. (\$100 if financing costs included)/ initial annual operating rate is approx. \$16/sq.ft.
- Uncommitted contingency approximately \$500,000.
- Expect large change order (\$650,000) for parking garage work. See attached cost estimate.

ENERGY

- PP&L FinAnswer Contract under review.
- Voice and Data consultant under contract; cabling design complete.

MINORITY CONTRACTING

- No set goals. Minority representation dropping off as new subcontractors come on board (averaging 9.6%) (over).
- Hoffman and Metro staff have designed and implemented Project Outreach Program; Pre-bid conferences have occurred; on-site information booth removed; minimal usage.

MISC.

- Both art projects under contract.
- Audio/Visual consultant under contract. Council Chamber under design.
- Project Waste Reduction program in place; good results/ good publicity.
- Project name - "Resourceful Renovation"
- Possibility of urban greenspace as a companion site to our South Plaza.
- Leasing efforts seem to be on track; one good possibility.
- Preliminary FF&E list developed; FF&E Review Committee will make recommendations to Regional Facilities Committee.

PROJECT BRIEFING
October 13, 1992
Metro Headquarters Project
Report No. 16

CONSTRUCTION ACTIVITY

- Exterior brick and glazing being installed.
- Interior walls and Council rotunda being framed.
- Tower elevator "fin" being installed
- Rough-in plumbing, electrical, HVAC ongoing.
- Sidewalk work ongoing.
- Project 50% complete overall.

SCHEDULE

- Move -in March 1993.
- Window glazing controls critical path.

SPACE PLANNING

- Space planning complete.
- Portland Police will have 1500 square foot space in building.

CITY OF PORTLAND

- Working with City to have twin ornamental light fixtures installed on Irving, 7th & Lloyd.

CHILDCARE

- Space plan complete; capacity of 50 children (anticipate 20 -25 Metro kids).
- Staff attending District Task Force on childcare.
- RFP for operator to be issued November; Center opening May 1993.

PARKING/TRANSPORTATION

- Scheduling parking garage construction activity to minimize disruption to the on-going parking operation.
- Possibility of Federal support for Model Transportation Program.

PROJECT BUDGET

- Construction costs per sq.ft. approx. \$82/sq. ft. (\$100 if financing costs included)/initial annual operating rate is approx. \$16/sq.ft.
- Uncommitted contingency approximately \$500,000.
- Expect large change order (\$650,000) for parking garage work.

ENERGY

- PP&L FinAnswer Contract under review.
- Voice and Data consultant under contract; cabling design complete.

MINORITY CONTRACTING

- No set goals. Minority representation dropping off as new subcontractors come on board (averaging 9.6%) (over).
- Hoffman and Metro staff have designed and implemented Project Outreach Program; Pre-bid conferences have occurred; on-site information booth removed; minimal usage.

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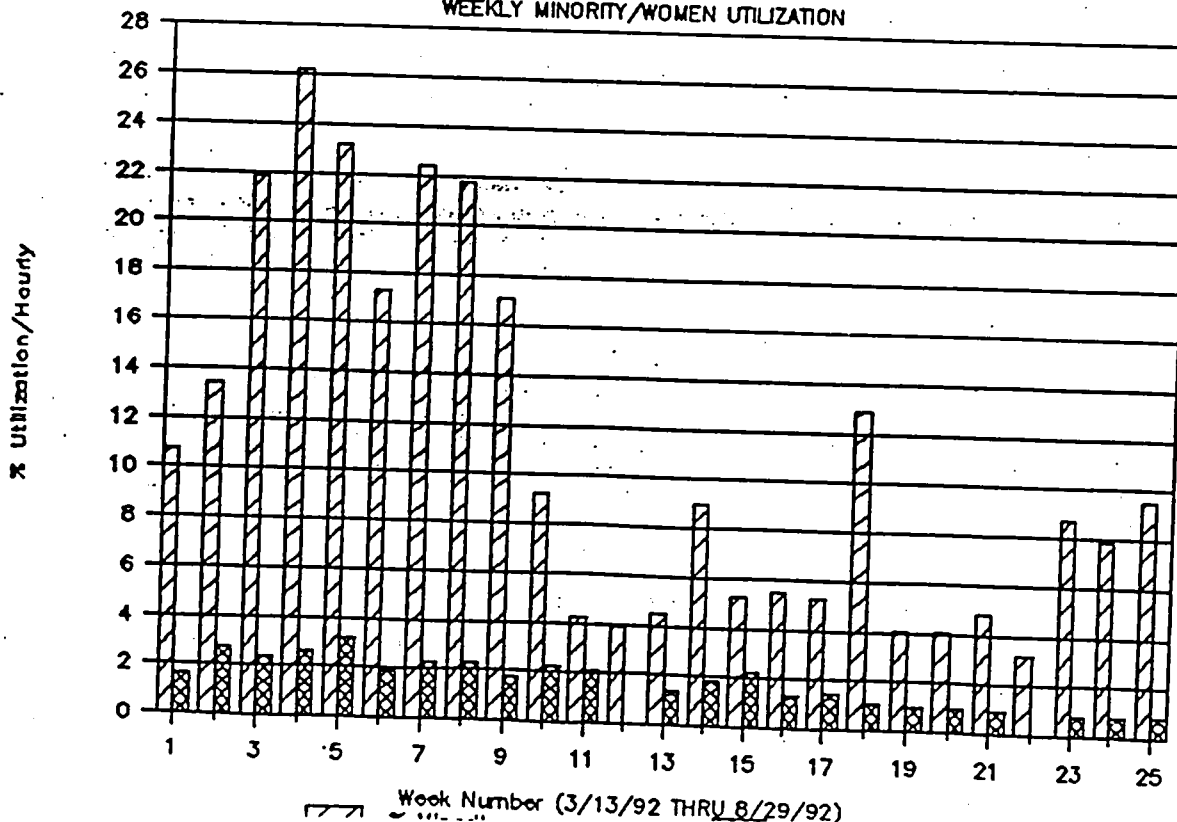
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- Council Chamber under design; Portland Cable Access (PCA) has committed to supplying cameras and other related equipment to allow live broadcast.
- Project Waste Reduction program in place; good results/ good publicity.
- Project name - "Resourceful Renovation"
- Possibility of urban greenspace as a companion site to our South Plaza.
- Leasing efforts seem to be on track; one good possibility.
- Preliminary FF&E list developed; FF&E Review Committee will make recommendations to Regional Facilities Committee.

METRO HEADQUARTERS PROJECT
 MBE-WBE LABOR UTILIZATION
 09/15/92

WEEK #	WEEK ENDING	UTILIZATION BY WORKERS					UTILIZATION BY HOURS				
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21	08/01/92	65	3	1	4.6	1.5	2157.0	104.0	20.0	4.8	0.9
22	08/08/92	70	2	1	2.9	1.4	2480.0	80.0	0.0	3.2	0.0
23	08/15/92	73	6	1	8.2	1.4	2577.0	224.0	21.0	8.7	0.8
24	08/22/92	68	6	1	8.8	1.5	2543.0	200.0	21.0	7.9	0.8
25	08/29/92	63	7	1	11.1	1.6	2349.0	224.0	21.0	9.5	0.9
TOTALS		1143	99	26	8.7	2.3	35533.5	3338.5	475.0	9.4	1.3

METRO HEADQUARTERS PROJECT

WEEKLY MINORITY/WOMEN UTILIZATION



PROJECT BRIEFING
October 27, 1992
Metro Regional Center Project
Report No. 17

CONSTRUCTION ACTIVITY

- Exterior brick and glazing being installed.
- Interior walls and Council rotunda being framed.
- Tower elevator "fin" being installed
- Rough-in plumbing, electrical, HVAC ongoing.
- Sidewalk work ongoing.

SCHEDULE

- Move -in March 1993.
- Plaza work controls critical path; secondary path through millwork.

SPACE PLANNING

- Space for Greenspaces identified.
- Portland Police will have 1500 square foot space in building; lease being prepared.

CITY OF PORTLAND

- Working with City to have twin ornamental light fixtures installed on Irving, 7th & Lloyd.

CHILDCARE

- Space plan complete; capacity of 50 children (anticipate 20 -25 Metro kids).
- Staff attending District Task Force on childcare.
- RFP for operator to be issued November; Center opening May 1993.

PARKING/TRANSPORTATION

- Scheduling parking garage construction activity to minimize disruption to the on-going parking operation.
- Possibility of Federal support for Model Transportation Program.

PROJECT BUDGET

- Construction costs per sq.ft. approx. \$82/sq. ft. (\$100 if financing costs included)/ initial annual operating rate is approx. \$16/sq.ft.
- Uncommitted contingency approximately \$107,000; major demand by plaza work (\$430,000).
- Expect large change order (\$650,000) for parking garage work.

ENERGY

- PP&L FinAnswer Contract under review.
- Voice and Data consultant under contract; cabling design complete.

MINORITY CONTRACTING

- No set goals. MBE participation over 11%.
- Minority on-site representation dropping off as new subcontractors come on board (averaging 9.6%); women participation increasing.

MISC.

- Both art projects under contract.
- Council Chamber under design; Portland Cable Access (PCA) has committed to supplying cameras and other related equipment to allow live broadcast.
- Project Waste Reduction program in place; good results/ good publicity.
- Possibility of urban greenspace as a companion site to our South Plaza.
- Leasing efforts for present Metro Center seem to be on track; one good possibility.
- Preliminary FF&E list developed; FF&E Review Committee will make recommendations to Regional Facilities Committee; goal will be to maximize use of existing FF&E.



METRO

2000 S.W. First Avenue
Portland, OR 97201-5398
503/221-1646

Memorandum

DATE: October 30, 1992

TO: Metro Council

FROM: Neil Salinger, Director of Regional Facilities

SUBJECT: Metro Regional Center Budget

The following staff report is prepared to provide background and analysis of the Revised Budget for the Metro Regional Center. The significance of this budget is the impact of changes from the original budget prepared January 1, 1992 which results in a current contingency fund of \$107,282.

BACKGROUND

The team of Hoffman Construction/Thompson-Vaivoda/Cole Architects was awarded the contract to renovate the old Sears Building on Grand Avenue into the new Metro Regional Center after that team was selected through a design competition. Eight firms submitted preliminary proposals; three firms prepared detailed proposals for design and construction of the facility. The other two finalists were teams of Andersen Construction/BOOR/A Architects, and H. Naito Properties using P&C Construction and SERA Architects. The final selection of Hoffman/TVA-Cole was made by a jury consisting of Metro staff and knowledgeable community representatives.

The criteria for the project are contained in a detailed Request for Proposals (RFP) which includes the facility Specifications. These Specifications, together with the Proposal, are incorporated by reference as a part of the Contract. The value of the Hoffman/TVA-Cole Contract was \$9,341,000, \$23,000 under the maximum budget required by the RFP of \$9,364,000. (Both Hoffman/TVA-Cole and Andersen/BOOR/A were able to provide designs within the RFP cost criterion; H. Naito could not.) The Hoffman/TVA-Cole team proposed a building which would provide Metro with 79,412 square feet of rentable office space to include 2863 square feet in the water tower. The renovation of parking structure was not a part of the original contract.

The project is a "design-build" format and is essentially a "fast-track" project where construction is initiated based upon 30% or less construction drawings to speed completion. The scope of the project is controlled by the Specifications, the Proposal and the agreed contract price. As with virtually all construction projects, modifications to the work beyond the original scope result in change orders.

ANALYSIS

General: The original project budget was based upon a combination of known quantities, e.g. real estate costs, and estimates and/or allowances, e.g. parking structure construction, furniture and fixtures, etc. That budget included a contingency of \$1,472,418 to compensate for the inaccuracies in the estimates and to pay for changes during construction. A key management tool is the size of this contingency fund at any point during construction. This contingency fund is continually tested by proposals and projections and is augmented by savings and/or additional project revenues. At the present time a total of \$570,000 has been added to this fund. The largest addition has been an estimated \$298,000 from the PP&L FinAnswer Plan for energy improvements.

As of October 22, 1992 the balance in the contingency fund was approximately \$340,000 based upon a best estimate of all past and future project costs. On October 23, 1992, Hoffman provided an estimate of additional costs above the base Hoffman costs for the two plazas of \$460,592 based upon subcontractor bids. This cost was \$230,592 over the previous estimate and reduced the contingency fund below a safe level for the current level of project completion. The source of this large added cost is discussed below. However, it is useful to also address the other changes to the project which have also placed demands upon the original contingency level. The budget summary as of October 28, 1992 is attached as Enclosure 1, and the following comments are keyed to that budget format.

Sources: The scope of the original project budget was based upon the level of bond proceeds plus investment earnings on those proceeds during the life of the project. Those investments have not realized the return projected. This shortfall in investment revenue is \$81,511. As this revenue is market driven, it is difficult to project any future change, either up or down.

Real Estate: No provision was made in the original budget for closing costs. While Pacific Development, Inc. (PDI) paid the majority of these costs, the Metro share was \$8,456. CB Commercial, Metro's real estate broker, was also compensated for the efforts to provide leases in the new facility. Negotiation of leases had progressed to the point of final signature at the time Metro abandoned the concept of leasing to non-Metro/commercial tenants in the new facility. Alternatively, there is a potential to buy out the current Metro Center lease without use of CB Commercial which has the potential for savings in the brokers' fees for subleasing our present facility. However, this saving cannot be assured at this time.

Project Management: Savings from the due diligence phase are offset by the staff costs included in the FY 1992-93 Adopted Metro Budget. While the personnel costs are fixed, there may be some basis for reduction in the projected Materials and Services costs.

Construction - Building: Changes to the contract are executed through formal Change Orders. To date, six (6) Change Orders with a face value of \$713,963 have been issued. Five (5) additional Change Orders with an estimated value of \$1,599,245 are anticipated. Included in these eleven Change Orders are amounts totalling \$871,448 for parking structure design and improvements. Of the remainder, \$495,554 is associated with specific project subsidies such as the PP&L FinAnswer loan and the Street Light rebate from the City. The net projected increase in building cost is \$1,395,520, or a 15% increase. A more detailed breakout of actual and projected changes is contained in Enclosure 2.

Key building changes include: addition of 8624 square feet of office space on the first floor and in the fourth floor "annex"; approval of increased costs for tenant improvements; energy saving measures to include upgrade of HVAC units; and plaza upgrade in accordance with Portland Planning Commission design review to include commercial opportunities. A discussion of the key changes is contained in Enclosure 3. A summary of City-required project additions which includes the latter two key changes is attached as Enclosure 4.

Construction - Parking Structure: The original budget contained an allowance of \$991,000 for improvements to the attached parking structure. The most recent estimate, based upon more detailed design, places the cost at \$871,448, producing a potential savings of \$119,552.

Other: Final expenditures for furniture, fixtures and equipment (FF&E) have not been made and this allowance remains an estimate. However, a bid for telephone/data wiring has been received below the estimate, producing \$20,000 in savings. Contracts for \$86,000 for art have been executed. The Executive Officer has directed the maximum use of existing office furniture in the new facility which could produce savings in FF&E.

SUMMARY

At this level of completion of the Metro Regional Center, a contingency of \$107,282 could prove to be inadequate. Staff has met with Wayne Drinkward, President of Hoffman Construction, and members of his staff to make them aware of the status of the project budget. They will assist the Metro staff by recommending potential savings in the remaining construction. The project staff has developed a plan to increase the contingency by cutting TI costs by \$40,000, project management by \$32,000, plaza retail by \$60,000, and by assuming that the \$67,000 brokers fee will not be spent. The resulting potential budget is attached as Enclosure 5. This budget envisions potential savings which would increase the contingency to approximately \$300,000.

The project staff will routinely report the status of the contingency fund and the success of the potential savings through the Council Regional Facilities Committee.

cc: Rena Cusma
Dick Engstrom
Chris Scherer

METRO HEADQUARTERS PROJECT
SOURCES AND USES OF FUNDS

10/30/92

ENCLOSURE 1

	Budget 1/1/92	Revised budget	Over/(under)
SOURCES			
Net amount of bonds	\$22,974,906	\$22,974,906	\$0
Interest income			
Construction Account	401,000	388,728	(12,272)
Capitalized interest	77,000	66,620	(10,380)
Reserve Account	175,000	116,141	(58,859)
Total sources	23,627,906	23,546,395	(81,511)
USES			
FINANCING COSTS	\$4,245,488	\$4,217,462	\$28,026
PROJECT COSTS			
Real estate			
Purchase of building	\$2,550,000	\$2,550,000	\$0
Closing costs	0	8,456	(8,456)
Brokers fee-building	87,000	102,000	(15,000)
Purchase parking structure	2,600,000	2,600,000	0
Brokers fee-parking structure	88,000	104,000	(16,000)
Brokers fee 2000 SW 1st Ave.	67,000	67,000	0
Local Improvement District fee	75,000	75,000	0
	\$5,467,000	\$5,506,456	(\$39,456)
Project management			
Taxes	\$40,000	\$48,570	(\$8,570)
Due Diligence	267,000	242,000	25,000
Project management	340,000	372,657	(32,657)
	\$647,000	\$663,227	(\$16,227)
Construction-building	\$9,364,000	\$10,759,520	(\$1,395,520)
Construction-parking structure	\$991,000	\$871,448	\$119,552
Other			
Furniture and Fixtures	\$1,225,000	\$1,225,000	\$0
Telephone/data wiring	130,000	110,000	20,000
Art (1% of construction)	86,000	86,000	0
	\$1,441,000	\$1,421,000	\$20,000
Total Project costs	\$17,910,000	\$19,221,651	(\$1,311,651)
Total Project and Financing costs	\$22,155,488	\$23,439,113	(\$1,283,625)
Remaining (Contingency)	1,472,418	107,282	(\$1,365,136)
Total Uses	\$23,627,906	\$23,546,395	(\$81,511)

CHANGE ORDERS

Executed

ENCLOSURE 2

		Building	Garage
1. Hoffman (Grand c/s)	137,845		
Less: parking study	4,300		\$4,300
		133,545	
2. Hoffman (HVAC upgrade)		47,787	
3. Hoffman (Annex upgrade)		113,104	
4. Hoffman (parking analysis, chute, screens)	216,404		
less: Garage design	65626		\$65,626
Recycling chutes	23365		
Screen walls	64875		
		62,538	
5. Hoffman (HVAC)		34,970	
6. Hoffman (PPL financing and parking garage)	163,853		
less: garage lighting/shear walls	67269	96,584	\$67,269
	<u>713,963</u>	<u>488,028</u>	<u>137,19</u>
	(7.6%)		
Unbudgeted changes			
PDI (Asbestos removal demolition)		40,000	
Anticipated changes			
Street lighting			122,253
Design review		460,592	
AV paging		125,000	
Tenent improvements		720,000	
Finanswer		31,000	
Window shades		6,000	
Pending -- brick, parking gate, misc. design		31,000	
Potential -- lighting controls, Council restroom, carpet upgrade		63400	
Parking garage improvements		<u>1,436,993</u>	\$612,000
Total change orders		1,965,520	\$871,448
ADD BACKS			
Contract reductions		23,000	
Gateway		100,000	
Traffic signal		25,000	
Finanswer		298,000	
Street lights		124,000	
Total addbacks		570,000	
Net change		\$1,395,520	\$871,448

ENCLOSURE 3

Major Contract Changes
Metro Regional Center

- **Space Increase: \$244,504**

The original Hoffman/TVA-Cole proposal included an option to prepare 5024 square feet on the Grand Avenue level for tenant improvements. A cost of \$23.50 per square foot compared favorably with the cost of roughing in other office space in the facility costing approximately \$37.70 per square foot. This space was tentatively designated for the MERC staff. Subsequently, it was designated for the Regional Facilities staff and currently will house the Lloyd District Attorney's offices on a lease basis.

The "Annex" at the roof level originally housed HVAC equipment. Removal of this equipment provided a potential for 3600 square feet of office space. The cost to rough-in this space is \$35.14 per square foot, comparable to the rest of the facility. This space is currently planned for occupancy by the Regional Facilities Department.

- **Tenant Improvements: \$720,000**

The original project budget contained an allowance of \$1.8 million for tenant improvements based upon the BOOR/A space program developed during the due diligence period. This BOOR/A program reflected a basic requirement for 62,985 square feet based upon inputs from Metro departments and was building independent. The Hoffman/TVA-Cole proposal, based specifically on the old Sears Building, provided 79,412 rentable square feet. Staff failed to recompute the increased cost for tenant improvements based upon the actual building configuration. Further, the space increases authorized by Change Orders (see above) also required tenant improvements. The increased TI design costs are also included.

- **Energy Improvements: \$169,189**

The Pacific Power & Light FinAnswer Program provides loans for implementation of energy saving features. The loans are paid back through savings in energy costs. Metro has incorporated energy saving features which provide a basis for a FinAnswer loan estimated at \$298,000. In addition, the HVAC units installed have been upgraded to improve reliability, expansion capability and compatibility with the energy management system.

• Plaza Design and Construction: \$460,592

One shortcoming of the Hoffman/TVA-Cole design identified by the selection jury was the proposed plaza configuration. TVA redesigned the plazas prior to submission for City Design Review and received informal City Planning Staff approval. The Design Review Committee did not accept the staff recommendation to approve the TVA design and, during a stormy session, insisted on major plaza changes to include a facility to house a "commercial opportunity".

TVA estimated the cost of the City mandated changes to approximate \$230,000. An allowance in this amount was placed in the project budget and recognized as a demand upon the available contingency funds.

On October 23, 1992 Hoffman provided the results of subcontractor bids on the plaza work which totalled \$460,592 over the base Hoffman costs, twice the previously budgeted amount. This added demand of \$230,592 drove the contingency fund to \$107,282.

While there may be a temptation to reject the Design Review Committee changes to the plazas which add \$430,592 to the original project cost, that group is not concerned with the cost to the developer, in this instance Metro. Further, while Metro might win concessions on this project, acceptance by the Committee of future facility designs submitted by Metro could have a significantly more difficult time gaining approval.

Metro Headquarters Project

Summary
City of Portland Required Changes

1. Design Review Commission
 - A. Plaza Revisions and Plaza Retail buildings.
Estimated Cost \$460,593
 - B. Retail requirement along Grand Ave. eliminating 8 parking spaces.
Cost = 8 spaces at \$60/month = \$480/month
2. Bureau of Buildings
 - A. Parking garage seismic design along with main building.
Design & shear wall construction cost = \$78,000
 - B. Parking garage fire sprinkler valve upgrade. New 8" line into building, new heated building for an 8" double check valve. Eliminates one parking place at \$60 per month. Estimated cost = \$25,000
3. Bureau of Transportation
 - A. Widened Lloyd Blvd at Grand Ave by 5 feet for approximately 85 feet, which eliminated 2 large trees and added 2 in their place closer to the building, removed a catch basin and added a new one, moved a signal light pedestrian pole, and an additional 85 feet of street paving.
Estimated cost = \$20,000
 - B. Widened sidewalk along Irving Street and 7th Ave to 10 feet and added street trees along the streets. Had to demolish old curbs and sidewalks and replace with new. Estimated cost = \$130,000
 - C. Required realignment of 7th Ave. at Lloyd Blvd. Center island must be removed and replaced, sewer manhole must be added, exit driveway must be removed and realigned, a stormwater catch basin must be moved, and the curb at the corner must be realigned. Cost = \$10,500.
4. Total costs
 - A. Capital = \$724,093
 - B. Annual = 6,480

METRO HEADQUARTERS PROJECT
SOURCES AND USES OF FUNDS

ENCLOSURE 5

10/30/92

	Budget 1/1/92	Potential budget	Over/(under)
SOURCES			
Net amount of bonds	\$22,974,906	\$22,974,906	\$0
Interest income			
Construction Account	401,000	388,728	(12,272)
Capitalized interest	77,000	66,620	(10,380)
Reserve Account	175,000	116,141	(58,859)
Total sources	23,627,906	23,546,395	(81,511)
USES			
FINANCING COSTS	\$4,245,488	\$4,217,462	\$28,026
PROJECT COSTS			
Real estate			
Purchase of building	\$2,550,000	\$2,550,000	\$0
Closing costs	0	8,456	(8,456)
Brokers fee-building	87,000	102,000	(15,000)
Purchase parking structure	2,600,000	2,600,000	0
Brokers fee-parking structure	88,000	104,000	(16,000)
Brokers fee 2000 SW 1st Ave.	67,000	0	67,000
Local Improvement District fee	75,000	75,000	0
	\$5,467,000	\$5,439,456	\$27,544
Project management			
Taxes	\$40,000	\$48,570	(\$8,570)
Due Diligence	267,000	242,000	25,000
Project management	340,000	340,000	0
	\$647,000	\$630,570	\$16,430
Construction-building	\$9,364,000	\$10,658,928	(\$1,294,928)
Construction-parking structure	\$991,000	\$871,448	\$119,552
Other			
Furniture and Fixtures	\$1,225,000	\$1,225,000	\$0
Telephone/data wiring	130,000	110,000	20,000
Art (1% of construction)	86,000	86,000	0
	\$1,441,000	\$1,421,000	\$20,000
Total Project costs	\$17,910,000	\$19,021,402	(\$1,111,402)
Total Project and Financing costs	\$22,155,488	\$23,238,864	(\$1,083,376)
Remaining (Contingency)	1,472,418	307,531	(\$1,164,887)
Total Uses	\$23,627,906	\$23,546,395	(\$81,511)

CHANGE ORDERS

Executed

		Building	Garage
1. Hoffman (Grand c/s)	\$137,845		
Less: parking study	4,300		\$4,300
		\$133,545	
2. Hoffman (HVAC upgrade)		47,787	
3. Hoffman (Annex upgrade)		113,104	
4. Hoffman (parking analysis, chute, screens)	\$216,404		
less: Garage design	65626		\$65,626
Recycling chutes	23365		
Screen walls	64875		
		62,538	
5. Hoffman (HVAC)		34,970	
6. Hoffman (PPL financing and parking garage)	\$163,853		
less: garage lighting/shear walls	67269	96,584	\$67,269
Unbudgeted changes			
PDI		\$40,000	
Anticipated changes			
Street lighting			122,253
Plaza design and construction		400,000	
AV paging		125,000	
Tenent improvements		680,000	
Finanswer		31,000	
Window shades		6,000	
Pending -- brick, parking gate, misc. design		31,000	
Potential -- lighting controls, Council restroom, carpet upgrade		63400	
Parking garage improvements			\$612,000
Total change orders		\$1,864,928	\$871,448
ADD BACKS			
Contract reductions		23,000	
Gateway		100,000	
Traffic signal		25,000	
Finanswer		298,000	
Street lights		124,000	
Total addbacks		570,000	
Net change		\$1,294,928	\$871,448

HEADQUARTERS PROJECT

November 3, 1992

CONTINGENCY SUMMARY

ORIGINAL CONTINGENCY	\$1,472,418
Non-Construction Changes	<u>89,168</u>
SUBTOTAL	\$1,383,250

PROJECT CONTINGENCY \$1,383,250

Additions to contingency	
* Original Contract Reduction	\$ 23,000
* Gateway Allowance	\$100,000
* Traffic Signal (Est)	25,000
* Recycling Chute	23,365
* Street Light Rebate	124,000
* PP&L Finanswer Loan (Est)	298,000
* Screen Wall Credit	64,875
* Parking Garage Allowance	<u>991,000</u>
SUBTOTAL	\$1,649,240

TOTAL CONTINGENCY \$3,032,490

EXECUTED CHANGE ORDERS/COMMITTED AND/OR ESTIMATED COSTS

* CO#1	\$137,845
* CO#2	47,787
* CO#3	113,104
* CO#4	216,404
* CO#5	34,970
* CO#6	163,853
* PDI (Asbestos Demo)	40,000
* CO#7 (Pending)	122,253
* Tenant Improvements (Est)	720,000
* Upgrade Window Shades (Est)	6,000
* AV/Paging	125,000
* Design Review Retail	460,592
* PF&L Energy Costs Remaining	31,000
* Misc Pending Changes	31,000
* Misc Potential Changes	63,400
* Parking Garage Upgrade	<u>612,000</u>
SUBTOTAL	\$2,925,208

CONTINGENCY REMAINING \$107,282

HEADQUARTERS PROJECT

November 4, 1992

CONTINGENCY SUMMARY
(Potential)

ORIGINAL CONTINGENCY	\$1,472,418
Non-Construction Changes	<u>89,168</u>
SUBTOTAL	\$1,383,250

PROJECT CONTINGENCY \$1,383,250

Additions to contingency	
* Original Contract Reduction	\$ 23,000
* Gateway Allowance	\$100,000
* Traffic Signal (Est)	25,000
* Recycling Chute	23,365
* Street Light Rebate	124,000
* PP&L Finanswer Loan (Est)	298,000
* Screen Wall Credit	64,875
* Project Management (Savings)	32,657
* Brokers Fee (Savings)	67,000
* Parking Garage Allowance	<u>991,000</u>
SUBTOTAL	\$1,748,897

TOTAL CONTINGENCY \$3,132,147

EXECUTED CHANGE ORDERS/COMMITTED AND/OR ESTIMATED COSTS

* CO#1	\$137,845
* CO#2	47,787
* CO#3	113,104
* CO#4	216,404
* CO#5	34,970
* CO#6	163,853
* PDI (Asbestos Demo)	40,000
* CO#7 (Pending)	122,253
* Tenant Improvements (Est)	680,000
* Upgrade Window Shades (Est)	6,000
* AV/Paging	125,000
* Design Review Retail	400,000
* PP&L Energy Costs Remaining	31,000
* Misc Pending Changes	31,000
* Misc Potential Changes	63,400
* Parking Garage Upgrade	<u>612,000</u>
SUBTOTAL	\$2,824,616

CONTINGENCY REMAINING \$307,531

SPACE SUMMARY

METRO REGIONAL CENTER

• BOOR/A Program:		62,985 square feet
- Shared spaces	10,770	
- Offices	44,830	
- Daycare	4,035	
- Building Services	900	
- Storage	2,450	
• Hoffman/TVA Proposal:		79,412 square feet
• Project Team Additions:		8,624 square feet
- First floor	5,024	
- Annex	3,600	
• Present Configuration		88,036 square feet
-- Shared spaces	23,828	
-- Offices	51,700	
-- Daycare	6,700	
-- Building Services	992	
-- Storage	3,186	
-- District DA	1,630	
• Other Space		8,475 square feet
-- Commercial additions	5,350	
-- Future expansion	3,125	

Meeting Date: November 12, 1992
Agenda Item No. 4.1

MINUTES

MINUTES OF THE COUNCIL OF THE
METROPOLITAN SERVICE DISTRICT

October 8, 1992

Council Chamber

Councilors Present: Presiding Officer Jim Gardner, Deputy
Presiding Officer Judy Wyers, Roger
Buchanan, Tanya Collier, Richard Devlin,
Ed Gronke, Sandi Hansen, Ruth McFarland,
Susan McLain, Terry Moore, George Van
Bergen and Ed Washington

Presiding Officer Gardner called the regular meeting to order at
5:36 p.m.

1. INTRODUCTIONS

Presiding Officer introduced new Councilor Terry Moore and
presented her with a framed copy of Resolution No. 92-1684
appointing her to fill the District 2 vacancy effective September
24, 1992. Presiding Officer Gardner noted that Councilor Moore
took the oath of office at the September 24 Council meeting.

2. CITIZEN COMMUNICATIONS TO THE COUNCIL ON NON-AGENDA ITEMS

None.

3. EXECUTIVE OFFICER COMMUNICATIONS

3.1 Presentation of Metro's Seventh Annual Recycling Recognition
Awards to Celebrate Recycling Awareness Week

Councilor Wyers announced the winners and nominees in all
categories. Executive Officer Cusma presented framed awards to
the winners.

Winners: 1) Model Citizen Award - Priscilla Chapman;
2) Individual Recognition Award - Sharon Richter; 3) Business
Award (non-recycling related) - Bredl Saw Service Company; 4)
Business Award (recycling related) - Hippo Hardware & Trading
Company; 5) Organization/School Award - Kaiser Permanente Medical
Program; 6) Special Projects Award - Sunflower Recycling
Cooperative and KINK FM 102.

Nominees: 1) Model Citizen Award - Priscilla Chapman; Julie
Lewis, Sharon Richter, Jeanne Roy and Kent V. Snyder; 2)
Individual Recycling Recognition Award - Julie Lewis, Debbi
Palermini, and Sharon Richter; 3) Business (non-recycling
related) Award - Bredl Saw Service, DEJA, Inc., JAE Oregon, KINK
FM 102, Rasmussen Paint, Snyder & Associates, and Toyota Motor
Distributors, Inc.; 4) Business (recycling-related) Award - DEJA,
Inc., Hippo Hardware & Trading Co., and Storie Steel & Wood

Products; 5) Organization/School Award - Kaiser Permanente Medical Care Program, Portland Public Schools, and The Warehouse Project; 6) Special Projects Award - Office of Energy Resources (Bonneville Power Association), KINK FM 102, Julie Lewis, Sharon Richter, Rotary Club of Portland, Springdale Job Corps Center, Sunflower Recycling Cooperative, and This Week Magazine.

4. CONSENT AGENDA

4.1 Minutes of September 10, 1992

REFERRED FROM THE GOVERNMENTAL AFFAIRS COMMITTEE

4.2 Resolution No. 92-1688, For the Purpose of Establishing the FY 92-93 Metropolitan Service District Legislative Task Force

Motion: Councilor Devlin moved, seconded by Councilor Gronke, for adoption of the Consent Agenda.

Vote: Councilors Buchanan, Collier, Devlin, Gronke, Hansen, McFarland, McLain, Moore, Van Bergen, Washington, Wyers and Gardner voted aye. The vote was unanimous and the Consent Agenda was adopted.

5. ORDINANCES, FIRST READINGS

URBAN GROWTH BOUNDARY ORDINANCE

5.1 Ordinance No. 92-472, An Ordinance Adopting a Final Order and Amending the Metro Urban Growth Boundary for Contested Case No. 91-4: PCC Rock Creek (Public Hearing)

The Clerk read the ordinance for a first time by title only.

Presiding Officer Gardner announced the Council would consider Ordinance No. 92-472 in its capacity as a quasi-judicial decision-maker.

Mark Turpel, Senior Regional Planner, explained the ordinance would add 160 acres to the Urban Growth Boundary (UGB) east of 185th and immediately north of Springfield Road. He noted the Council adopted Resolution No. 92-1630, For the Purpose of Expressing Council Intent to Amend Metro's Urban Growth Boundary for Contested Case No. 91-4, on June 25, 1992.

Councilor Van Bergen said he had stated on previous occasions objections to Metro staff acting in capacity of the Hearings Officer and asked why the Hearings Officer was not present to

brief the Council on the ordinance. Mr. Turpel explained the Hearings Officer was not able to attend this meeting and that he intended to provide the staff report only. He said he could arrange for the Hearings Officer to appear at the second hearing of the ordinance.

Councilor Devlin noted the Council adopted Resolution No. 92-1630 subject to action by the Boundary Commission. He said the Council received a full explanation at the time of adoption from the Hearings Officer and staff. Councilor Devlin said he did not know if another Hearings Officer's report would be required or not at this meeting or at the next.

Presiding Officer Gardner opened the public hearing. No one appeared to testify and the public hearing was closed.

Councilor Van Bergen asked about earlier non-readjustments and noted the Hearings Officer had done concise readjustments of previous cases. He said he had voted in favor of such readjustments before, but had difficulty with the inflexible rule of no adjustments to the UGB over 50 acres and then only based on a very strong showing of compliance with service need and use. He asked how this application for 60 acres was more qualified than the Benjamin Franklin application. He said his concern was that the Council's role was to make good decisions for the entire UGB, but asked if PCC had over-expanded without the proper authority to do so in anticipation of UGB amendment.

The Council briefly discussed the issues further.

Presiding Officer Gardner announced the second reading of Ordinance No. 92-472 was tentatively scheduled for October 22.

6. ORDINANCES, SECOND READINGS

6.1 Ordinance No. 92-470, For the Purpose of Amending the Regional Waste Water Management Plan and Authorizing the Executive Officer to Submit it for Recertification Public Hearing (Public Hearing)

The Clerk read the ordinance for a second time by title only.

Presiding Officer Gardner announced that Ordinance No. 92-470 was first read on September 10 and referred to the Transportation and Planning Committee for consideration. He said the Transportation and Planning Committee considered the ordinance on September 22 and recommended it to the full Council for adoption.

Motion: Councilor McLain moved, seconded by Councilor Buchanan, for adoption of Ordinance No. 92-470.

Councilor McLain gave the Transportation and Planning Committee's report and recommendations. She explained both the Water Resources Policy Advisory Committee (WRPAC) and the Regional Policy Advisory Committee (RPAC) approved the ordinance. She said following approval by the Council, the plan would be submitted to the Department of Environmental Quality (DEQ) and then the Environmental Protection Agency (EPA) for recertification.

Presiding Officer Gardner opened public hearing. No persons appeared to testify and the public hearing was closed.

Vote: Councilors Buchanan, Collier, Devlin, Gronke, Hansen, McFarland, McLain, Moore, Van Bergen, Washington, Wyers and Gardner voted aye. The vote was unanimous and Ordinance No. 92-470 was adopted.

6.2 Ordinance No. 92-450, An Ordinance Adopting a Final Order for Periodic Review of the Metro Urban Growth Boundary (Public Hearing)

The Clerk read the ordinance for a second time by title only.

Presiding Officer Gardner announced Ordinance No. 92-450 was first read on August 27 and referred to the Transportation and Planning Committee for consideration. The Transportation and Planning Committee considered the ordinance on September 8 and September 22 and recommended Ordinance No. 92-450A to the full Council for consideration.

Main Motion: Councilor Devlin moved, seconded by Councilor Moore, for adoption of Ordinance No. 92-450A.

Councilor Devlin gave the Transportation and Planning Committee's report and recommendations. He explained Metro had carried out its periodic review process since 1987 to culminate in this ordinance. He said although Metro had not adopted a specific comprehensive land use plan, the UGB was a component of a comprehensive land use plan and would be narrowly evaluated as such to determine if the UGB met the needs of the urban population. He said additionally, Metro had never formally adopted procedures to amend the UGB, but they did have formal, acknowledged procedures for "locational" adjustments meant to address technical locations of the boundary. He said Ordinance No. 92-450A addressed both the periodic review and formalized

procedures for amendments to the UGB effective 90 days after the date of adoption.

Councilor Devlin said via the Regional Land Information System (RLIS), staff would accurately pinpoint land needs for the urban area through the year 2010. He said analysis determined there was no need to change the UGB at this time, but that demographics and employment figures generated in the future by the Region 2040 study could lead to the need for amendment in the future.

Councilor Devlin said the ordinance detailed three separate UGB amendment procedures: 1) "Legislative Amendments" to be used when the Council acted in a legislative decision capacity to amend the UGB for consistency with statewide Planning Goal 14; 2) "Major Amendments" to be used when the Council acted in its capacity as a quasi-judicial decision-maker; and 3) "Locational Adjustments," the amendment procedure currently used for adjustments under 20 acres including roadway alignments. He said 20 acres had been reduced from the current level of 50 acres because of the "ascending burden of proof" previously used and required for amendments over 10 acres.

Councilor Devlin explained the Committee amended the ordinance per a request contained in a letter dated August 31, 1992 (printed in agenda packet for this meeting), from the Department of Land Conservation and Development (DLCD). He explained DLCD requested on page 60 of Exhibit A in Definitions, that the multiplier listed in Section 3.01.10(o), "Net Developable Land" be changed from "0.6" to a range of "0.6 to 1.0." Councilor Devlin reviewed amendments as recommended by Robert Liberty, citizen.

Presiding Officer Gardner opened the public hearing. No persons appeared to testify and the public hearing was closed.

Councilor Van Bergen asked which of the amendments proposed were incorporated into the ordinance. Councilor Devlin said the only amendment resulted from DLCD's recommendation and that none of Mr. Liberty's proposed amendments were used.

The Council and Andy Cotugno, Director of Planning, briefly discussed how the Region 2040 study would ultimately related to the UGB and amendments.

Councilor McLain noted Mr. Liberty's proposed fourth amendment to restrict applications for amendment to one application only, including appeals, made sense, although it would be complicated because it would create a new process.

Councilor Devlin said the ordinance could be amended at any time in the future and noted UGB amendment procedures were both lengthy and expensive. He asked what would happen if an applicant applied for a slightly different parcel with a different use. He said the Council could refer Ordinance No. 92-470 back to committee for further work on that and related issues, or the Council could adopt the ordinance tonight, or staff could look at the issues in detail and report back to the Council.

Councilor Devlin noted Jack Polans, citizen testified at committee on the ordinance. He said Mr. Polans' testimony was not applicable, but did include justifiable criticism of annexations made to King City which had changed the nature of that community.

Councilor Moore asked if direction should be given to the Transportation and Planning Committee before the ordinance was adopted.

Motion: Councilor Hansen moved, seconded by Councilor McLain, to direct the Transportation and Planning Committee reconsider Mr. Liberty's proposed amendment no. 4 as detailed by Councilor McLain earlier at this meeting.

Councilor Van Bergen said sometimes there was a need for a multiple application. He believed the applicant(s) should be able to make the application themselves.

Presiding Officer Gardner said the motion only asked the Transportation and Planning Committee to review Mr. Liberty's proposed language again.

Councilor Hansen clarified that her motion meant a product should be developed at committee to develop language to lead to a process for compromise between current inflexibility and flexibility. She said repeated applications were poor policy.

Councilor McLain said the motion did match her concerns. Councilor McFarland asked what would keep the committee from doing whatever it wanted to do. Councilor Devlin said the intent of the motion was that it would ask staff to look at issues developed by committee. He said staff could research whether more than application had been made for a particular parcel, and would the legal ramifications of restricting applications for one time only. He said vested rights should not be taken away from individuals. He said the issues discussed at this meeting would receive a thorough analysis and that he would report back to the

Council on the committee's work three Council meetings from this meeting.

Vote: Councilors Buchanan, Collier, Devlin, Gronke, Hansen, McLain, Moore, Washington, Wyers and Gardner voted aye. Councilors McFarland and Van Bergen voted nay. The vote was 10-2 in favor and Councilor Hansen's motion passed.

Vote on Main Motion: Councilors Buchanan, Collier, Devlin, Gronke, Hansen, McFarland, McLain, Moore, Van Bergen, Washington, Wyers and Gardner voted aye. The vote was unanimous and Ordinance No. 92-450A was adopted.

7. RESOLUTIONS

7.1 Resolution No. 92-1674, For the Purpose of Funding Greenspaces Projects to Restore and Enhance Urban Wetlands, Streams and Riparian Corridors, and Upland Sites

Motion: Councilor Devlin moved, seconded by Councilor Buchanan, for adoption of Resolution No. 92-1674.

Councilor Devlin gave the Transportation and Planning Committee's report and recommendations. He said that cities, park districts and nonprofit organizations were eligible to apply to restore urban natural areas. He said the grant criteria and application packet were adopted by Council via adoption of Resolution No. 92-1609 on May 14, 1992. He said Metro received 18 proposals for which there was \$250,000 available. He said Resolution No. 92-1674 would approve 10 of those proposals and said the other 8 proposals would be decided upon in October or November pending further review. Councilor Devlin explained March 31, 1994, was the final deadline for the entire project.

Vote: Councilors Buchanan, Collier, Devlin, Gronke, Hansen, McFarland, McLain, Moore, Van Bergen, Washington, Wyers and Gardner voted aye. The vote was unanimous and Resolution No. 92-1674 was adopted.

7.2 Resolution No. 92-1689, For the Purpose of Establishing a Position Opposing Oregon State Constitutional Amendment - Ballot Measure 9

Motion to Table: Councilor Collier moved, seconded by Councilor Hansen, to table Resolution No. 92-1689.

Vote on Motion to Table: Councilors Buchanan, Collier, Devlin, Gronke, Hansen, McFarland, McLain, Moore, Washington, Wyers and Gardner voted aye. Councilor Van Bergen was absent. The vote was unanimous and the motion passed.

Councilor Collier said she asked for Legal Counsel's opinion of Resolution No. 92-1689 at a citizen's request. She stated she had discussed that opinion with Legal Counsel and decided to take the what she considered to be the safest course at this meeting without a full written opinion. She understood that Councilors, as elected officials, had the right to take a position for or against any ballot measure.

Motion: Councilor Collier moved, seconded by Councilor Hansen, to state that the Council of the Metropolitan Service District opposed the proposed state constitutional amendment, Ballot Measure 9, because the Council supported and honored the diversity of all people in the region, and that the Council opposed a divisive and discriminatory new law which could legalize discrimination based on sexual orientation and could significantly reduce tourism in the state and the region.

Presiding Officer Gardner opened a public hearing.

John Strand, citizen, urged the Council to vote for area diversity, constitutional rights, and against No. 9.

Tom Bugas, IATSE Stagehand's Local No. 28, said Ballot Measure No. 9 was a direct attack on the performing arts which had always served as a celebration of the diversity of the human experience. He said efforts by the Oregon Citizen's Alliance (OCA) and other groups to limit constitutional rights was repugnant. He said IATSE Stagehand's Local No. 28 urged the Council to vote unanimously on the motion to oppose Ballot Measure No. 9.

Chuck Geyer, president, AFSCME Local No. 3580, said Local No. 3580 represented most of Metro's employees and had endorsed Resolution No. 92-1689, and would have no difficulty endorsing the motion. Mr. Geyer noted Councilor Gronke had had difficulty voting for in favor of Resolution No. 92-1689 at the committee level. Mr. Geyer noted the union bargaining agreement with Metro was also based on acceptance of diversity. He said Ballot Measure No. 9 did mention that it applied to state, regional, and local governments and said governments could not recognize any categorical provisions such as sexual orientation. He said any attempts to alter union language would have significant problems.

Councilor Gronke asked Mr. Geyer if he gave the impression at committee that he was violently opposed to the resolution. Mr. Geyer said Councilor Gronke did not give that impression.

Ellen C. Lowe, president, No on 9 Campaign, said she appeared on behalf of the campaign effort to encourage the Council to approve the motion. She said the Council could make public policy decisions based on fiscal prudent and political correctness. She said Ballot Measure No. 9 would impact the Oregon Convention Center (OCC) financially. She said if OCA standards were applied to what could be performed at the Portland Center for the Performing Arts (PCPA), she doubted if she or many others would be able to attend events at that facility. She said the ballot measure called for the reassignment of gay or lesbian employees if they had contact with children. She urged the Council to express its opposition to Ballot Measure No. 9.

John Baker, citizen, said he was actively involved in the gay and lesbian community and urged the Council to support the motion opposing Ballot Measure No. 9 because it was a constitutional issue and the first time a negative measure to enforce discrimination had been proposed. He said it was ironic the OCA had created a special class of people with less rights than others because the OCA was made up of a fringe group itself. He said most important to the gay community was the issue of jobs and said Metro with its oversight of OCC and PCPA was a big job provider. He said because of Ballot Measure No. 9, teachers could be the first to go. He said the gay community had consistently promoted good citizenship.

Jim Bocci, public affairs manager, Portland/Oregon Visitors Association, P/OVA, said P/OVA had been contacted by groups that had booked Portland or would consider Portland for a convention. He said organizations such as the National Middle School Association, Association for Computing Machinery, Public Library Association, American Association of School Librarians, American Symphony Orchestra League, American Alliance for Health, Physical Education, Recreation and Dance, American Society for Landscape Architects, National League for Nursing, National Council of Teachers of English, and the National Recycling Coalition had all informed P/OVA they would cancel or not book conventions in Portland if Ballot Measure No. 9 passed. He said the total economic value to the region of those conventions totalled \$19.3 million. He said that Ballot Measure No. 9 if passed would adversely affect P/OVA's ability to market OCC as a convention center destination.

Presiding Officer Gardner asked if any other persons present wished to testify. No other persons appeared to testify and Presiding Officer Gardner closed the public hearing.

Councilor Gronke said he voted nay on Resolution No. 92-1689 at committee. He said Ballot Measure No. 9 was abhorrent to him but voted nay on the resolution because he disagreed with that method for stating Metro's position on Ballot Measure No. 9. He said he could vote aye on Councilor Collier's motion to oppose the ballot measure.

Executive Officer Cusma stated for the record Ballot Measure No. 9 caused her extreme anger and sadness. She recalled discussion of discrimination during her childhood and said Ballot Measure No. 9 evoked the same feelings. She urged the Council to unanimously support Councilor Collier's motion.

Councilor Buchanan concurred with Executive Officer Cusma and Councilor Gronke. He said no one believed Councilor Gronke voted nay on Resolution No. 92-1689 because he supported Ballot Measure No. 9. He said current society was pluralistic in nature and great strides had been made in recognizing diversity. He urged the full Council to vote aye on Councilor Collier's motion.

Councilor McLain said all comments made at this meeting were appropriate and necessary. She strongly believed there should be a unanimous vote on the motion. She said elected officials wore two hats because they served both as private citizens and public officials. She said elected officials as responsible citizens and public officials should make clear their strong opinions on such issues. She said the issues did contain policy issues because if Ballot Measure No. 9 passed, it would affect Metro policy. Councilor McLain said it was important to state for the record that the Council recognized the diversity and integrity of the region.

Councilor Wyers said Ballot Measure No. 9 was heinous and outrageous. She said it was the most discriminatory ballot measure ever drafted and was the worst possible response to any concerns of that type. She said the motion was an opportunity for the Council as officials and leaders to state for the record their opposition to Ballot Measure No. 9 and cited previous testimony given at this meeting about the organizations that would not come to Oregon if the ballot measure was adopted.

Councilor Devlin said he knew why Resolution No. 92-1689 had been tabled and did not agree that the Council could not express its opposition to Ballot Measure No. 9. He said it was very easy to oppose the ballot measure at this level, but said if it was

carried to higher levels after the election, it would not be so easy to oppose such policy.

Presiding Officer Gardner said he in conjunction with Executive Officer Cusma proposed the original resolution. He concurred with the public testimony given at this meeting and statements by Councilors. He said Ballot Measure No. 9 was the most un-American statement he had ever seen. He said it would actually alter the state's constitution and showed how easy it was in Oregon for a group to get something on the ballot. He said Ballot Measure No. 9 demonstrated how the initiative process could be misused.

Vote on Motion: Councilors Buchanan, Collier, Devlin, Gronke, Hansen, McFarland, McLain, Moore, Washington, Wyers and Gardner voted aye. Councilor Van Bergen was absent. The vote was unanimous and the motion passed.

NON-REFERRED RESOLUTION

7.3 Resolution No. 92-1697, For the Purpose of Directing the Preparation of Neutral Factual Information Regarding Ballot Measure No. 9

Motion to Suspend the Rules: Councilor Hansen moved, seconded by Councilor Wyers, to suspend the Council's rules requiring that resolutions be referred by committee so that the Council as a whole could consider Resolution No. 92-1697.

Vote on Motion to Suspend the Rules: Councilors Buchanan, Collier, Devlin, Gronke, Hansen, McFarland, McLain, Moore, Washington, Wyers and Gardner voted aye. Councilor Van Bergen was absent. The vote was unanimous and the motion passed.

Councilor Hansen said she agreed with Resolution No. 92-1689, but wanted a resolution that would go even further. She said the Council had heard at this meeting from Mr. Bocci on the potential adverse impact on the OCC. She said the resolution would direct the Public Affairs Department to find out what that impact truly would be and make those facts available to the public and the media. She said she was proud to belong to two associations that would cancel their conventions in Portland because of the ballot measure. She said as a teacher, she could not comply with what the OCA would require her to do. She thought the public would be shocked by measure's impacts if they knew its full ramifications. She said comparisons between the OCA and Hitler's Germany were not inconceivable and noted the OCA was not considered that

important, but that Hitler was not considered that important when he started his ascent to power either.

Main Motion: Councilor Hansen moved, seconded by Councilor Devlin, for adoption of Resolution No. 92-1697.

Councilor Gronke said he could only support Resolution No. 92-1697 if the result was purely factual and non-speculative. He said such a fact sheet should show monetary effects and other factual data only. Executive Officer Cusma assured Councilor Gronke that was the desired result of the resolution. Councilor Devlin fully supported the resolution. He discussed impacts on the OCC and said if the measure passed, he was sure most touring companies would bypass the PCPA.

Councilor Washington said when discussing the issues, the Council should not lose the human element of what the measure would do and that the Council should not talk about fiscal impacts alone. He said it was not possible to calculate loss of human dignity if Ballot Measure No. 9 did pass.

Executive Officer Cusma said a fact sheet had just been completed for Greenspaces. She said under law, Metro was limited in terms of editorializing in a fact sheet. She said policy statements should be made by the Council as a whole.

Councilor Wyers said many state legislative proposals are introduced by citizens. She said mostly administrative staff offered legislation at Metro. She said she always felt Metro could handle issues more legislative in nature.

Vote: Councilors Buchanan, Collier, Devlin, Gronke, Hansen, McFarland, McLain, Moore, Washington, Wyers and Gardner voted aye. Councilor Van Bergen was absent. The vote was unanimous and Resolution No. 92-1697 was adopted.

8. EXECUTIVE SESSION Held Under the Authority of ORS 192.660(1)(h) to Consult with Counsel with Regard to Litigation

Presiding Officer Gardner announced the Council would hold an Executive Session under the authority of ORS 192.660(1)(h) to Consult with Legal Counsel with regard to Litigation.

The Executive Session began at 7:40 p.m. Present: Councilors Gronke, Washington, McFarland, McLain, Devlin, Gardner, Hansen, Buchanan, Moore, Van Bergen, and Wyers. Also present: Executive Officer Rena Cusma and Deputy Executive Officer Dick Engstrom.

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Staff present: Andy Cotugno, Pat Lee, Don Carlson, and Larry Shaw. Media present: Jim Mayer, The Oregonian and Public Cable Access staff. The Executive Session ended at 8:50 p.m.

9. COUNCILOR COMMUNICATIONS AND COMMITTEE REPORTS

Councilor McLain reminded the Council of the Metro Student Congress to be held October 17 at the Oregon Convention Center and that Councilors were invited to participate at a round table luncheon.

All business having been attended to, Presiding Officer Gardner adjourned the meeting at 8:51 p.m.

Respectfully submitted,



Paulette Allen
Clerk of the Council

Meeting Date: November 12, 1992
Agenda Item No. 4.2

RESOLUTION NO. 92-1698



METRO

Memorandum

2000 S.W. First Avenue
Portland, OR 97201-5398
503/221-1646

DATE: November 5, 1992

TO: Metro Council
Executive Officer
Interested Parties

FROM: Paulette Allen, Clerk of the Council *PA*

RE: AGENDA ITEM NO. 4.2; RESOLUTION NO. 92-1698

The Council agenda will be printed before the Finance Committee meets to consider Agenda Item No. 4.2. Finance Committee reports will be distributed in advance to Councilors and available at the Council meeting November 12.

STAFF REPORT

CONSIDERATION OF RESOLUTION NO. 92-1698 CONFIRMING THE REAPPOINTMENT OF BONNIE KRAFT TO THE INVESTMENT ADVISORY BOARD.

Date: October 9, 1992 Presented by: Howard Hansen

FACTUAL BACKGROUND AND ANALYSIS

Metropolitan Service District Code, Section 2.06.030, includes the creation of the District's Investment Advisory Board. One provision of this Code requires the District's Investment Officer to recommend to the Council for confirmation those persons who shall serve as a forum for discussion and act in an advisory capacity for investment strategies, banking relationships, the legality and probity of investment activities, and the establishment of written procedures for the investment operation.

The term of service for a member of the Investment Advisory Board shall be three years.

The Executive Officer, acting as the Investment Officer, recommends confirmation of reappointment for Bonnie Kraft as a member of the Investment Advisory Board for the term ending October 31, 1995.

Bonnie Kraft has served as a member of the Investment Advisory Board since its inception in October 1987. The other two members have served since October 1991.

Ms. Kraft is Management Services Director for the City of Gresham, and has just been appointed as Acting City Manager. She is responsible for financial operations, budget and research, cash and debt management, risk management, data processing, and telecommunications.

She is Chair of the Government Finance Officers Association (GFOA) International relations Committee, past chair of GFOA Cash Management Committee, and past president of the Oregon Finance Officers Association.

Ms. Kraft is co-author of the GFOA book Investments for Small Local Governments, and author of various articles for Government Finance Review.

Her tenure on the Board and practical experience qualify her for reappointment.

EXECUTIVE OFFICER'S RECOMMENDATION

The Executive Officer recommends approval of Resolution No. 92-1698.

BEFORE THE COUNCIL OF THE
METROPOLITAN SERVICE DISTRICT

FOR THE PURPOSE OF CONFIRMING) RESOLUTION NO. 92-1698
THE REAPPOINTMENT OF BONNIE KRAFT)
TO THE INVESTMENT ADVISORY BOARD) Introduced by Rena Cusma
) Executive Officer

WHEREAS, The Metropolitan Service District Code, Section 2.06.030, provides that the Council confirms members to the Investment Advisory Board; and,

WHEREAS, Bonnie Kraft has been serving as a member of the Investment Advisory Board since October 1987; and,

WHEREAS, her current appointment expires October 31, 1992; and,

WHEREAS, The Investment Officer recommends Bonnie Kraft for reappointment to the Board; and,

WHEREAS, The Council finds that Bonnie Kraft is exceptionally qualified to carry out these duties, now, therefore,

BE IT RESOLVED,

That Bonnie Kraft is hereby confirmed for reappointment as a member of the Investment Advisory Board for the term ending October 31, 1995.

ADOPTED by the Council of the Metropolitan Service District this _____ day of _____, 1992.

Jim Gardner, Presiding Officer

Meeting Date: November 12, 1992
Agenda Item No. 5.1

ORDINANCE NO. 92-473

Staff Report

CONSIDERATION OF ORDINANCE NO. 92-473 FOR THE PURPOSE OF AMENDING METRO CODE SECTIONS 5.02.015 AND 5.02.065, RELATING TO DISPOSAL CHARGES AT METRO FACILITIES, AND DECLARING AN EMERGENCY

Date: October 30, 1992

Presented by: Sam Chandler

Proposed Action:

Ordinance No. 92-473 amends the Metro Code to include refrigeration units in the definition of Special Waste and allows for a Special Waste surcharge to cover the cost of testing and special handling of freon recovered from refrigeration units received at Metro solid waste facilities.

Background:

"Freon" is a trade name referring to a group of chlorofluorocarbons (CFC's) widely used in industry. Concerns about their negative effects on the earth's ozone layer caused them to be banned from aerosol cans in the mid 1970's. Recently, growing concerns about the impacts of freon from other sources, such as escape when repairing or discarding refrigeration units, have brought about changes in the Clean Air Act Rules. The ultimate goal of the rule change is to phase out the use of freon in most industries.

Metro is a responsible party in the management of freon contained in refrigeration units accepted for disposal or recycling at the Metro solid waste facilities for the following reasons:

- Under the conditions of the 1990 Clean Air Act Amendments, the intentional release of freon from refrigeration units is illegal, effective July 1, 1992.
- Freon is a non-acceptable waste at the Columbia Ridge Landfill.
- Compressors, the components that contains the freon refrigerant, in refrigeration units must be removed before the units or compressors can be accepted by scrap metal processors for recycling.

At Metro solid waste facilities there are two sources of waste freon: that contained in household and commercial refrigeration units, and the residue remaining in metal freon charging canisters. With the removal of the compressor prior to recycling, if the freon is not recovered before the tubing is cut and the is compressor removed, the freon will escape into the atmosphere. Metal canisters, if not evacuated before compaction will crack, allowing the freon to escape. In addition, by removing the freon, the canisters then can be recycled.

It is preferable to have the freon that comes into Metro facilities recycled. In the freon field, the term "recycling" has a particular meaning, as do the terms "recovery", and "reclamation." Recovery refers to the act of removing freon from refrigeration units and containing the material in a storage tank. Recycling refers to the process of cycling recovered freon through a machine that removes many of the common contaminants, primarily using simple filters. Reclamation

refers to the actual distillation of the freon. Because freon is a gas at room temperature, reclamation requires sophisticated equipment, currently found at only a handful of facilities in the country.

Current Practice:

Removal and collection of freon from refrigeration units and canisters received at Metro solid waste facilities began July 1, 1992. Three recovery systems were purchased for use at the two transfer stations. Each facility has a stationary system for the recovery of R-12 (primarily from refrigerators and freezers); the third system for the recovery of R-22 (primarily from air conditioners) is transported between the two sites. Refrigerators, freezers, water coolers, air conditioners, etc. received at both Metro South and Metro Central are delivered to a specified area within the transfer station. A Metro employee, specially trained in the recovery of freon, inserts a valve into the tube which leads from the compressor. This valve is attached to a hose leading to the recovery unit which evacuates and transfers the freon to 100 pound storage tanks. When the tanks are full they are delivered to a refrigeration supply company for transport to a freon reclamation/disposal plant in California. The stripped units and evacuated compressors are placed in a dropbox for delivery to a scrap metals dealer.

Refrigerator and freezer units contain between one-half pound and two pounds of freon, depending on their age. Air conditioners may contain up to six pounds of freon. Some refrigeration units that are brought to the facilities have lost or expended their freon. Unfortunately, there is no way of knowing this until the valves have been inserted and evacuation procedures are underway. The process of removing freon takes approximately 15-20 minutes per refrigerator/freezer, 30 minutes per air conditioner and 12-15 minutes per canister. Since July, a monthly average of 300 refrigerator/freezers, 30 air conditioners, and 110 canisters have been received at the two transfer stations. These numbers represent a significant increase over previous months when freon recovery was not required. Consequently, it has been determined that the program will require one full time employee to manage recovery of freon at the facilities. Given the anticipated extensive use, the equipment has an expected life of from two or three years with regular maintenance. At this time, refrigeration units accepted at the facilities have been treated as a recyclable and therefore not charged a disposal or processing fee.

Budget Impact:

Data obtained over the past three months indicate that it costs \$15 to manage freon recovery from residential refrigeration units and \$20 to manage freon recovery from commercial refrigeration units. These costs include labor, maintenance on existing equipment and the cost for replacement equipment. At current customer levels, revenue from Ordinance No. 92-473 is estimated to be \$72,000 per year. This will fund 1 FTE Hazardous Waste Technician classification, the purchase and maintenance of \$10,000 worth of freon equipment, and approximately \$2,000 worth of disposable supplies. With the adoption of Ordinance No. 92-473 the task is projected to be revenue-cost neutral.

Executive Officer's Recommendation:

The Executive Officer recommends approval of Ordinance No. 92-473.

**BEFORE THE COUNCIL OF THE
METROPOLITAN SERVICE DISTRICT**

FOR THE PURPOSE OF AMENDING)	ORDINANCE NO. 92-473
METRO CODE SECTIONS 5.02.015 AND)	
5.02.065, RELATING TO DISPOSAL CHARGES)	Introduced by Rena Cusma,
AT METRO FACILITIES, AND DECLARING)	Executive Officer
AN EMERGENCY)	

WHEREAS, Recent federal law changes prohibit the release of chlorofluorocarbons (CFC's, also commonly referred to by the trade name "Freon") into the atmosphere; and

WHEREAS, Metro currently accepts refrigeration units and air conditioners for recycling at its transfer stations, and uses special equipment to remove and capture the CFC's contained in such appliances; and

WHEREAS, the cost of equipment to remove refrigerants from appliances, and the staff time needed to perform removal activities should properly be recovered from individuals delivering such appliances to Metro facilities; and

WHEREAS, ORS 268.515(7) states that "Except in an emergency, the imposition of or increase in a service or user charge shall not become effective until 65 business days after approval by the governing body."; and

WHEREAS, Because the program is ongoing, and expenses have been, and continue to be incurred specifically related to refrigerant recovery activities, it is necessary to begin recovering necessary expenses as soon as reasonable public notice will allow and in less than 65 days; and

WHEREAS, The ordinance was submitted to the Executive Officer for consideration and was forwarded to the Council for approval; now therefore,

THE COUNCIL OF THE METROPOLITAN SERVICE DISTRICT HEREBY ORDAINS:

Section 1. Subsection (s) (10) of Metro Code Section 5.02.015 is amended as follows. The remainder of the Section 5.02.015 is unaltered by this amendment:

"5.02.015 Definitions:

(s) "Special Waste" means any waste (even though it may be part of a delivered load of waste) which is:

(10) Chemical containing equipment removed from service (for example - filters, oil filters, cathode ray tubes, lab equipment, acetylene tanks, CFC tanks, refrigeration units, or any other chemical containing equipment); or"

Section 2 - Metro Code Section 5.02.065 is amended to read:

"5.02.065 Special Waste Surcharge and Special Waste Permit Application Fees:

(a) There is hereby established a Special Waste Surcharge and a Special Waste Permit Application Fee which shall be collected on all special wastes disposed at Metro facilities and on all Special Waste Permit Applications. Said Surcharge and fee shall be in addition to any other charge or fee established by this chapter. The purpose of the surcharge and permit application fee is to require disposers of special waste to pay the cost of those services which are provided by the Metro Solid Waste Department to manage special wastes. The said surcharge and fee shall be applied to all acceptable special wastes as defined in Metro Code Section 5.02.015, with the exception of CFC tanks and refrigeration units.

(b) The amount of the Special Waste Surcharge collected shall be \$4.00 per ton of special waste delivered.

(c) The amount of the Special Waste Permit Application Fee shall be \$25.00. This fee shall be collected at the time Special Waste Permit Applications are received for processing.

(d) Lab or testing costs which are incurred by Metro for evaluation of a particular waste may be charged to the disposer of that waste.

(e) The amount charged for residential refrigeration units and CFC containing tanks shall be \$15.00.

(f) The amount charged for commercial refrigeration units shall be \$20.00.

(g) Refrigeration units that can be certified as free of CFC chemical content shall be considered a recyclable and therefore exempt from any fee."

Section 3. Because the ongoing refrigerant recovery program at Metro facilities is dependent on fees to offset the cost of collection equipment and testing, an emergency is declared to exist, and the effective date of this ordinance shall be January 1, 1993.

ADOPTED by the Council of the Metropolitan Service District this _____
day of _____, 1992.

Jim Gardner, Presiding Officer

ATTEST:

Clerk of the Council

SC:ay
SW92473.ORD

Meeting Date: November 12, 1992
Agenda Item No. 6.1

RESOLUTION NO. 92-1702

TRANSPORTATION AND PLANNING COMMITTEE REPORT

CONSIDERATION OF RESOLUTION NO. 92-1702, FOR THE PURPOSE OF ACCEPTING A SECOND GROUP OF NOMINEES TO THE METRO COMMITTEE FOR CITIZEN INVOLVEMENT (METRO CCI)

Date: October 29, 1992

Presented by: Councilor Moore

Committee Recommendation: At the October 27 meeting, the Transportation and Planning Committee voted unanimously to recommend Council adoption of Resolution No. 92-1702. Voting in favor: Councilors Devlin, McLain, Moore, and Washington. Excused: Councilor Buchanan.

Committee Issues/Discussion: Judy Shioishi, Associate Council Analyst, presented the staff report. She explained the second round of the selection process was necessary because of the number of vacancies remaining and because Multnomah County neglected to include Councilor participation in their process. All three counties re-opened their process, have made their nominations and now what remains is Metro approval.

Gail Ryder, Council Analyst, presented a letter and amendment from Councilor Buchanan, who was unable to attend the meeting. Councilor Buchanan is concerned about the nomination from District 10, for two reasons. First, he felt the process utilized by Multnomah County in the first and second round negated his ability to participate and did not comply with the spirit of the Bylaws. Second, he was concerned because the nominees submitted during the first round were involved in a land use lawsuit, on opposing sides. The Multnomah CIC chose to submit one name and not the other, during the second round of nominations, which leaves Metro in the position of appearing to support one side if they approve the nomination. He believes that Metro should remain neutral and reject both nominees. His amendment to the resolution allows for approval of all nominees except those from District 10 and provides for an additional period of time to allow for his participation in the process.

Committee discussion centered on two points: 1) whether "Councilor participation" could be construed to be veto authority over any individual nominee; and 2) whether the fact that two nominees were involved in a lawsuit of potential interest to Metro disqualified them from service on the Metro CCI.

Councilor Moore asked for a summary of the process used by Multnomah County for the second round of nominations which was provided by Ms. Shioishi. Multnomah County changed the nomination of the alternate position after reviewing the new applications they received during the second round that were not available during the first round. They believed the new applicant to be more qualified

than the original and that they support the two representatives being of differing points of view.

Councilor McLain said she believed that participation on the part of Councilors was added to the Bylaws as a courtesy. It was not intended to delay the process if a Councilor was unable to attend or negate the choice of the County if a Councilor disagreed with the choice. She asked whether Councilor Buchanan had opportunity to discuss his opinions with the County either by phone or mail. Staff indicated that letters were exchanged. She disagreed with the amendment because she felt it attempts to give individual Councilors a more definite role within the process, a role that was not originally envisioned. To pass the amendment would give the impression that we do not welcome citizen participation.

Councilor Moore stated that while she respects Councilor Buchanan's desire to be involved in the process, she also supports accepting applicants of diverse points of view, particularly these two people.

The motion failed 0-4.

Councilor Devlin explained that in view of the fact that Councilor Buchanan was unable to attend this meeting, he would be offering him the ability to file a minority report.

BEFORE THE COUNCIL OF THE
METROPOLITAN SERVICE DISTRICT

FOR THE PURPOSE OF ACCEPTING)	RESOLUTION NO. 92-1702
A SECOND GROUP OF NOMINEES TO THE)	
METRO COMMITTEE FOR CITIZEN)	Introduced by Councilor
INVOLVEMENT (METRO CCI))	Richard Devlin

WHEREAS, The Metro Council adopted the Regional Urban Growth Goals and Objectives (RUGGOs) on September 26, 1991 by Ordinance 91-418B; and

WHEREAS, A partnership is described therein between Metro, citizens, cities, counties, special districts, school districts, and state and regional agencies to work together in this planning process; and

WHEREAS, Implementation of that partnership is intended to occur, in large part, through the Regional Policy Advisory Committee (RPAC), established by Resolution No. 91-1489B on September 26, 1991; and

WHEREAS, Citizen Participation is included in the RUGGOs as the first objective under Goal 1, the Regional Planning Process; and

WHEREAS, Objective 1.1 states that Metro shall establish a Regional Citizen Involvement Coordinating Committee (RCICC) to assist with the development, implementation and evaluation of its citizen involvement program and to advise the Regional Policy Advisory Committee regarding ways to best involve citizens in regional planning activities; and

WHEREAS, a committee was formed to draft, develop, solicit comments upon, and revise, a set of bylaws to establish the RCICC; and

WHEREAS, These bylaws identify the committee as the Metro Committee for Citizen Involvement (Metro CCI); and

WHEREAS, These bylaws have been adopted by the Metro Council by Resolution No. 92-1580A on May 28, 1992; and

WHEREAS, The Metro Council accepted the initial membership of the Metro Committee for Citizen Involvement (Metro CCI) by Resolution No. 92-1666 on August 27, 1992; and

WHEREAS, The Metro Council also authorized the initiation of a second round of the selection process for nomination to the Metro CCI in Resolution No. 92-1666; and

WHEREAS, The second round of the selection process for nomination to the Metro CCI has been initiated, resulting in the nominations of individuals selected from each county's pool of applicants to act as their representative and alternate in the activities of the Metro CCI; now, therefore,

BE IT RESOLVED,

That the Metro Council accepts the persons nominated for membership on the Metro Committee for Citizen Involvement (Metro CCI) identified in Exhibit A attached to this resolution.

ADOPTED BY THE COUNCIL OF THE METROPOLITAN SERVICE DISTRICT
this ____ day of _____, 1992.

Jim Gardner, Presiding Officer

EXHIBIT A

**METRO COMMITTEE FOR CITIZEN INVOLVEMENT (METRO CCI)
POSITION DESCRIPTIONS AND NOMINEES
FOR MEMBERSHIP AND ALTERNATES - PHASE II**

October 20, 1992

Representing Areas Within Metro Council Districts:

Position #1 (and alternate): Represents area within Metro Council district #1 in Washington County for a three year term; beginning immediately and ending on December 31, 1995.

(To be filled)

Timothy R. Drain
18690 SW Honeywood Dr.
Aloha, OR 97006

Position #2 (and alternate): Represents area within Metro Council district #2 in Washington County for a two year term; beginning immediately and ending on December 31, 1994.

(Filled in Phase I)

(Filled in Phase I)

Position #3 (and alternate): Represents area within Metro Council district #3 in Multnomah County for a three year term; beginning immediately and ending on December 31, 1995.

Teresa M. LaHaie, Member
1809 SW 11th #112
Portland, OR 97201

Mark P. Foye, Alternate
6319 SW Bvtn Hillsdale #33
Portland, OR 97221

Position #4 (and alternate): Represents area within Metro Council district #4 primarily in Washington County but with portions of Clackamas and Multnomah Counties for a one year term; beginning immediately and ending on December 31, 1993.

(Filled in Phase I)

Sheri Wantland
234 Cervantes
Lake Oswego OR 97035

Position #5 (and alternate): Represents area within Metro Council district #5 in Clackamas County for a one year term; beginning immediately and ending on December 31, 1993.

(Filled in Phase I)

Pam Mattsson
17883 Peter Skene Way
Oregon City, OR 97045

Position #6 (and alternate): Represents area within Metro Council district #6 in Clackamas County for a three year term; beginning immediately and ending on December 31, 1995.

(Filled in Phase I)

Scott Leeding
13540 SE 126th
Clackamas, OR 97015

Position #7 (and alternate): Represents area within Metro Council district #7 in Multnomah County for a two year term; beginning immediately and ending on December 31, 1994.

Gail A. Cerveney, Member
1675 SW Battaglia
Gresham, OR 97080

Linda Bauer, Alternate
6232 SE 158
Portland, OR 97236

Position #8 (and alternate): Represents area within Metro Council district #8 in Multnomah County for a one year term; beginning immediately and ending on December 31, 1993.

Chris Overton, Member
3375 SE Brooklyn
Portland, OR 97202

Aaron E. Ellis, Alternate
2822 SE 19th Ave
Portland, OR 97202-2227

Position #9 (and alternate): Represents area within Metro Council district #9 in Multnomah County for a three year term; beginning immediately and ending on December 31, 1995.

Dan Small, Member
8105 SE Powell #30
Portland, OR 97206-2321

Sharon A. Khormooji, Alternate
3306 SE 78th Avenue
Portland, OR 97206

Position #10 (and alternate): Represents area within Metro Council district #10 in Multnomah County for a two year term; beginning immediately and ending on December 31, 1994.

Alice P. Blatt
15231 NE Holladay St
Portland, OR 97230

Franklin D. Jenkins
165 NE 202nd Ave
Portland, OR 97230

Position #11 (and alternate): Represents area within Metro Council district #11 in Multnomah County for a one year term; beginning immediately and ending on December 31, 1993.

(Filled in Phase I)

(Filled in Phase I)

Position #12 (and alternate): Represents area within Metro Council district #12 in Multnomah County for a three year term; beginning immediately and ending on December 31, 1995.

Rick Lee, Member
35 N. Morgan
Portland, OR 97217

Jeff W. Darden, Alternate
2039 NE Halman St
Portland, OR 97211

Position #13 (and alternate): Represents area within Metro Council district #13 in Washington County for a one year term; beginning immediately and ending on December 31, 1993.

(Filled in Phase I)

(Filled in Phase I)

Representing Area Outside Metro Boundary:

Position #14 (and alternate): Represents area within Clackamas County not a part of a Metro District boundary for a three year term; beginning immediately and ending on December 31, 1995.

(Filled in Phase I)

Jean Connolly
6351 SW Advance Rd.
Wilsonville, OR 97070

Position #15 (and alternate): Represents area within Multnomah County not a part of a Metro District boundary for a two year term; beginning immediately and ending on December 31, 1994.

(To be filled)

(To be filled)

Position #16 (and alternate): Represents area within Washington County not a part of a Metro District boundary for a one year term; beginning immediately and ending on December 31, 1993.

(Filled in Phase I)

(To be filled)

Representing County CCI or CIC's:

Position #17 (and alternate): Represents the Clackamas County Committee for Citizen Involvement (CCI) for a two year term; beginning immediately and ending on December 31, 1994.

(Filled in Phase I)

(Filled in Phase I)

Position #18 (and alternate): Represents the Multnomah County Citizen Involvement Committee (CIC) for a one year term; beginning immediately and ending on December 31, 1993.

(Filled in Phase I)

(Filled in Phase I)

Position #19 (and alternate): Represents the Washington County Committee for Citizen Involvement (CCI) for a three year term; beginning immediately and ending on December 31, 1995.

(Filled in Phase I)

(To be filled)

Staff Report

CONSIDERATION OF RESOLUTION 92-1702, FOR THE PURPOSE OF ACCEPTING A SECOND GROUP OF NOMINEES TO THE METRO COMMITTEE FOR CITIZEN INVOLVEMENT (METRO CCI).

Date: October 20, 1992

Presented by: Judy Shioishi

BACKGROUND

Resolution No. 92-1702 is the vehicle by which the Metro Council may accept or reject nominees to the Metro CCI. If a nomination is rejected, it is to be returned to its originating body for a subsequent nomination.

This is the second round of nominations to be presented to the Transportation and Planning Committee, and Council. The first set of names were forwarded in Resolution No. 92-1666. One of the counties (Multnomah) inadvertently failed to follow the process specified in the bylaws, which require councilor participation in the selection process.

The Transportation and Planning Committee asked the Multnomah County Citizen Involvement Committee to reconsider the positions according to the approved procedure. A second round of nominations had already become necessary to fill the entire membership of the committee, including positions in Clackamas and Washington County.

Councilor Buchanan expressed concern about District 10 nominees and a desire to participate in the second phase of the selection process. His views were expressed in writing to the Multnomah County CIC. Several attempts were made to arrange a meeting with the Multnomah County CIC, however schedules could not be reconciled to accommodate a mutually agreeable time.

The Multnomah County CIC submitted their recommendations to the District 10 member and alternate positions. They included written comments from Councilor Buchanan in their deliberations.

The second phase of deliberations resulted in two types of additional information: new nominees, to some districts that had been unfilled in the first phase (Resolution No. 92-1666A), and changes from the first list submitted by Multnomah County CIC on August 11, 1992.

In both District 3 and District 10, new candidates from the second phase process were considered and caused changes in the

nominations. In District 3, the committee chose to forward a different member selection. In District 10, a new application prompted the committee to make another choice for the alternate's seat.

Exhibit A, attached to Resolution 92-1702, identifies the nominees as forwarded by the county organizations in phase two of this selection process. Applications are available for your review in the Council Office.

OPTIONS:

The Transportation and Planning Committee may choose to:

- Amend the list, rejecting one or more of the applicants and forward the recommendations to the Council.
- Approve the entire list, and forward the nominations to the Council.
- Reject the list in its entirety.

The Metro Council has the same range of options of amending, approving or rejecting the list of nominees in their consideration of the Resolution.

ATTACHMENT:

Additional information about the Metro CCI is attached. This material was written by Gail Ryder, Council Analyst, to accompany a solicitation for membership.

METRO COMMITTEE FOR CITIZEN INVOLVEMENT (METRO CCI)

The regional planning programs of the Metropolitan Service District (Metro) require a "regional partnership" with citizens, cities, counties, special districts, school districts, and state and regional agencies. This partnership is described in Goal I, the Regional Planning Process, of the Regional Urban Growth Goals and Objectives (RUGGO), which were adopted by the Council on September 26, 1991.

Implementation of this partnership will occur, in large part, through the Regional Policy Advisory Committee (RPAC) which was established by Resolution No. 91-1489B on September 26, 1991 and through establishment of a Regional Citizen Involvement Coordinating Committee.

This committee, newly named the Metro Committee for Citizen Involvement, or Metro CCI, was created by Resolution No. 92-1580 which was unanimously adopted by the Council on May 28, 1992. The Metro CCI was created to assist with the "development, implementation and evaluation of its citizen involvement program" and "advise the RPAC in ways to best involve citizens in regional planning activities." The committee will focus on involving citizens in the "process" of Metro decision making.

Bylaws for the Metro CCI, which were adopted with the enabling resolution, were completed by the extensive work of a special steering committee, which commenced work in October of 1991. Participants in the group were members of the Clackamas County CCI, Multnomah County CIC, Washington County CCI, and citizen representatives of the cities of Portland, Gresham, Lake Oswego, Beaverton and Forest Grove. Staff support for the Metro CCI will be provided by the Metro Council office and copies of the Bylaws and/or enabling resolutions may be obtained by request.

The Metro CCI will represent the entire area within the boundaries of Clackamas, Multnomah and Washington Counties. There are 19 membership and 19 alternate positions to be filled by non-elected officials, for a total of 38 positions. Regular members will be expected to represent the interests of their constituency at all meetings. Three unexcused absences from regularly scheduled meetings shall require the Chair to declare a vacancy in the position. Alternates are appointed to serve in the absence of regular members. Alternates are encouraged to attend meetings on a participatory but non-voting basis and should be prepared to be appointed as a regular member should a vacancy occur.

Final appointment to the Metro CCI will be by the Metro Council from the list of final nominations selected by the Clackamas County CCI, Multnomah County CIC, and Washington County CCI. If a nomination is rejected, it shall be returned to its originating body for a subsequent nomination. This initial selection shall be for varying terms from one to three years in duration but shall be for three years terms henceforth.

Meeting Date: November 12, 1992
Agenda Item No. 6.2

RESOLUTION NO. 92-1682

REGIONAL FACILITIES COMMITTEE REPORT

RESOLUTION NO. 92-1682, DESIGNATING THE NEW METRO HEADQUARTERS BUILDING AS "METRO REGIONAL CENTER"

Date: October 28, 1992

Presented by: Councilor Washington

COMMITTEE RECOMMENDATION: At its meeting of October 27, 1992 the Regional Facilities Committee voted 3-0 to recommend Council adoption of Resolution No. 92-1682. Voting were Councilors Gronke, McFarland, and Washington. Councilors Collier and McLain were absent.

COMMITTEE DISCUSSION/ISSUES: Resolution No. 92-1682 was drafted to conform with the Regional Facilities Committee's direction to forward the name "Metro Regional Center" to the full Council. The committee had considered a different resolution naming the new building (No. 92-1690) at its October 13 meeting. That resolution proposed naming the Metro Headquarters the "Metro Center." Don Rocks, Executive Assistant, spoke to that resolution at the earlier meeting. He said the Executive Officer wanted to change the name of the building to delete the word "headquarters," which sounded too military, and give it a name that would be short, recognizable, and reflective of Metro's functions. The name agreed to by the administration was "Metro Regional Center." In proposing to give the building that name, Executive Management staff consulted with Council staff to see whether the Council wanted to consider a resolution naming the building. Council staff discussed the matter with Presiding Officer Gardner, who decided to introduce Resolution No. 92-1690 which would have named the building "Metro Center." The Regional Facilities Committee considered both names on October 13, and preferred "Metro Regional Center." The committee directed staff to draft a resolution giving the building that name, which resulted in Resolution No. 92-1682.

Mr. Rocks presented the staff report on Resolution No. 92-1682 at the October 27 meeting, and there was no committee discussion.

BEFORE THE COUNCIL OF THE
METROPOLITAN SERVICE DISTRICT

FOR THE PURPOSE OF DESIGNATING) Resolution No. 92-1682
THE NEW METRO HEADQUARTERS)
BUILDING AS "METRO REGIONAL) Introduced by Rena Cusma,
CENTER") Executive Officer

WHEREAS, the Metro Code does not clearly delineate a procedure for the naming of facilities; and

WHEREAS, naming facilities is a subject in which the Council has in the past exhibited an interest and a desire to participate; and

WHEREAS, the new Metro office facility at 600 NE Grand Avenue has to date been generally referred to as the Metro Headquarters Building; and

WHEREAS, an officially adopted name for the building which identifies Metro and its function is desirable for maximum clarity and public understanding; and

WHEREAS, selecting a formal name at this time facilitates signage design and fabrication for the new building and also benefits the public recognition process; NOW THEREFORE,

BE IT RESOLVED, that

The Council of the Metropolitan Service District designates the new Metro office facility as "Metro Regional Center".

ADOPTED by the Council of the Metropolitan Service District this _____ day of _____, 1992.

Jim Gardner, Presiding Officer

Staff Report

Consideration of Resolution No. 92-1682 for the purpose of designation of the new Metro office building as Metro Regional Center".

Date: October 20, 1992

Presented by: Don Rocks

Background and Analysis

The new Metro offices have been informally called "Metro Headquarters" from the inception of the project. A more appropriate designation should now be formalized as the project nears completion. Formal designation of the facility at this time will also assist in the design and fabrication of signage.

Ordinance 91-440 specifically refers to the "Metro Headquarters Building". However, that precedent does not preclude formally naming the facility differently.

A formal name should:

Identify Metro as the seat of regional government and reduce confusion with other businesses and enterprises that use "Metro" in their names.

A designation of "Metro Regional Center" is recommended as an appropriate and more self-explanatory name that better identifies both the occupant and the jurisdiction of the occupants activities.

Financial Impact

None.

Recommendation

The Executive Officer recommends approval of Resolution No. 92-1682

Meeting Date: November 12, 1992
Agenda Item No. 6.4

RESOLUTION NO. 92-1686



METRO

2000 S.W. First Avenue
Portland, OR 97201-5398
503/221-1646

Memorandum

DATE: November 5, 1992

TO: Metro Council
Executive Officer
Interested Parties

FROM: Paulette Allen, Clerk of the Council *PA*

RE: AGENDA ITEM NO. 6.4; RESOLUTION NO. 92-1686

Please note that Resolution No. 92-1686, Exhibit A, Request for Proposals, "Comprehensive Waste Stream Characterization Study," has been published separately from this agenda packet due to its volume and will be distributed in advance to Councilors and available at the Council meeting November 12.

SOLID WASTE COMMITTEE REPORT

CONSIDERATION OF RESOLUTION NO. 92-1686, FOR THE PURPOSE OF ENTERING INTO A MULTI-YEAR CONTRACT WITH THE MOST QUALIFIED PROPOSER BY AUTHORIZING ISSUANCE OF A REQUEST FOR PROPOSALS FOR A COMPREHENSIVE WASTE STREAM CHARACTERIZATION STUDY

Date: November 5, 1992

Presented by: Councilor Wyers

Committee Recommendation: At the November 3 meeting the Committee voted 4-0 to recommend Council adoption of Resolution No. 92-1686. Voting in favor: Councilors Buchanan, Hansen, Van Bergen and Wyers. Councilor McFarland was excused.

Committee Issues/Discussion: The initial hearing on the proposed resolution was held on October 20. Terry Peterson and Bill Metzler, Solid Waste Staff, reviewed the purpose of the waste characterization study proposed in the resolution. Metzler noted that the study is done every three years. The purpose is to gather information on waste disposal habits and waste substreams. The study is required under Metro's stipulated order with the DEQ.

Metzler explained that the proposed budgetting for the study had been modified. As originally proposed, the study would have been concluded by the end of the current fiscal year at a budgetted cost of \$190,000. As revised, the study will not be completed until about January 1994 at a total cost of \$250,000. Of this total, \$125,000 would come from this year's budgetted amount and \$125,000 would be budgetted next year. Metzler indicated that the principal reasons for the changes were: 1) spreading the study over an entire calendar year to permit an examination of seasonal changes in the wastestream, and 2) the DEQ, Metro and local governments all expressed interest in increasing the number and types of material that would be sorted.

Metzler reviewed the three main elements of the study, including: 1) sampling material as it arrives at the transfer station, 2) generator-based sorts and 3) user surveys. In response to questions from Councilor Van Bergen, Metzler explained that the study would be conducted on a geographic basis at disposal sites and would include haulers bringing a variety of types of waste.

Metzler and Peterson noted that the information provided by the study aids Metro in a variety of waste management planning processes including providing data for the new Metro-Sim software model. The information is particularly helpful in identifying changes in the wastestream.

Councilors McFarland and Wyers expressed concern about the cost of the study. Peterson and Metzler noted that more detailed sorting would provide more detailed information that would have positive uses by DEQ, Metro and the region's local governments. For

example, Peterson noted that it would help in the assessment of issues related to new potential designated facilities. Councilor Van Bergen expressed concern that the amount of money being spent would only provide for a minimal amount of sorting and analysis.

The committee generally agreed that additional information about the study was needed prior to final committee consideration.

At the November 3 hearing, staff provided additional information (see attached memos from Bill Metzler, dated October 30 and November 2). Councilor Hansen asked if Metro was pursuing its weight-based rate study and whether that study and the characterization study are complimentary and compatible. Debbie Gorham, Waste Reduction Manager, indicated that Metro was proceeding slowly with the weight-based rate study to allow local governments to "warm up" to the idea. She indicated that the department would probably ask for funding related to the weight-based rate study next year and that one or more local governments will be interested in participating in the study.

Councilor Van Bergen indicated that he appreciated the need to gather this information but wanted to know how the estimated cost of the study was determined. Peterson and Metzler noted that, in part, it was based on the cost of other similar studies (eg. an ongoing DEQ statewide characterization study) and estimated per truck/per load sort cost estimates.

Councilor Wyers asked how our study compared to the DEQ study. Metzler indicated that our study would be more detailed. He noted that the DEQ is spending about \$250,000 for a 10-county study.



METRO

2000 S.W. First Ave.
Portland, OR 97201-5398
(503) 221-1646

Memorandum

DATE: November 2, 1992

TO: Councilor Judy Wyers

FROM: Bill Metzler, Associate Solid Waste Planner *W*

THROUGH: Bob Martin, Solid Waste Director *BM*

RE: Cost Comparison of Waste Characterization Studies Concerning Resolution No. 92-1686

As you requested, the following table compares costs of the 1989 and proposed 1993 Waste Characterization Studies.

	1989	1993 Proposed RFP
Facility Sorts	\$135,000	\$ 95,000
Generator Sorts		
Residential*	0	\$ 45,000
Non-Residential	0	\$ 45,000
Construction/Demolition*	0	\$ 15,000
Visual Characterization/User Survey	0	\$ 50,000
	\$135,000	\$250,000

*These study elements are critical components of the 1993 Comprehensive Waste Characterization Study. They primarily account for the additional \$60,000 required to complete the comprehensive study. These elements have been designed as integral components and will serve Metro's needs as well as the needs of local governments, haulers, and processors. Deleting them from the RFP would diminish Metro's ability to perform the following functions:

1. Adjust revenue forecasts to take into account new recycling programs that are expected to remove additional materials from the waste stream.
2. Evaluate the effectiveness of residential and construction/demolition recycling programs that have already been implemented.
3. Assist local governments in the implementation of waste reduction programs. This includes performing the cost/benefit analyses needed to justify and implement new recycling programs. A good example is the City of Portland's proposal to add mixed waste paper to the curbside collection program. Haulers, public officials, and rate payers expect to see how the avoided disposal costs compare to additional collection costs. Residential waste characterization data are needed to do this.

BM:ay

cc: Terry Petersen, Solid Waste Planning and Technical Services Manager
Council Solid Waste Committee

John Houser, Council Analyst



METRO

2000 S.W. First Avenue
Portland, OR 97201-5398
503/221-1646

Memorandum

DATE: October 30, 1992

TO: Council Solid Waste Committee

FROM: Bill Metzler, Associate Solid Waste Planner *WM*

THROUGH: Bob Martin, Solid Waste Director *BM*

RE: COMMITTEE QUESTIONS CONCERNING RESOLUTION NO. 92-1686

The following are answers to questions concerning Resolution No. 92-1686 that were raised at the last Council Solid Waste Committee meeting.

What is being requested?

Authority to release a Request for Proposals to conduct a "waste characterization" study. The contract would be multi-year with costs not to exceed \$125,000 in FY 92-93 and \$125,000 in FY 93-94.

What is a waste characterization study?

Waste characterization studies determine the quantity of different kinds of materials in the waste stream at various points in the disposal process.

How are such studies conducted?

Data are gathered by either visually inspecting waste containers and estimating the percentages of different materials or by actually hand sorting and weighing materials. Visual inspections are much less expensive but results have been shown to be considerably less accurate than hand-sorting. Both methods are included in this RFP. Hand sorting will be done for those parts of the project where greater accuracy are needed. The three specific elements of the proposed Metro study are:

Sample and classify waste as it is delivered to disposal facilities:

The classification of municipal solid waste as it is delivered to the transfer stations provides Metro with a general cross section of all waste being disposed in the region. This method has been the standard for waste characterization studies in the past and Metro has relied on it to make general comparisons and projections about the waste stream components. In order to be consistent with previous waste characterization studies we propose to continue using a scaled back version of this waste characterization

method. However, problems associated with relying entirely on this method include not being able to reliably trace the waste to its source of generation and not being able to measure the effectiveness of specific diversion programs.

Sample and classify waste from specific generators:

To address the limitations of the disposal site waste sort, the RFP requests that a representative sample of wastes from businesses and residences be characterized. This would allow a more effective implementation of waste reduction, better tonnage forecasting, and assist in policy development.

Conduct user surveys at disposal and processing facilities to visually characterize waste:

Given budget constraints, it is impossible to sort waste at all disposal and recovery facilities. It is possible, however, to visually inspect a large number of waste loads at all major facilities. This survey and inspection will be adequate for major waste components (e.g. contaminated soils) but will not give information on more detailed components.

Why does Metro conduct waste characterization studies?

Many policy and management decisions are based on estimates of the type and quantity of material in the waste stream. More specific examples are given in some of the answers to the following questions.

What is the history of Metro's involvement in waste characterization studies?

Metro conducted small-scale waste characterization studies periodically during the early 1980's. The first comprehensive study was conducted in 1987. The 1989 Unilateral Order issued by the Environmental Quality Commission directed Metro to implement a system measurement program that included "regularly monitoring of the waste quantity and composition generated in the Metro area by conducting a composition and quantification study every three years, or more frequently as deemed appropriated by Metro." Metro conducted a second comprehensive study in 1989/90 as part of the Department's system measurement program. The 1991 Oregon Recycling Act (SB66) directed the DEQ to conduct a waste characterization study for the all areas of the state *except the tri-county region which would continue to be the responsibility of Metro.*

Is waste characterization data of value to others outside of Metro?

Metro receives many requests for information on the amount of different materials in the waste stream. For example, private companies that are considering investing in recycling operations in the region need to know the amount of waste that is potentially available for recovery. The report from the 1989/90 waste characterization study is one of the two most frequently requested Metro documents (the other one is the Recycling Level Report which uses waste characterization data to estimate current recycling levels for each waste material). The Recycling Information Center and

the Solid Waste Department have distributed over 300 copies of the 1989/90 waste characterization report during the past 12 months.

Will the study be of any value in making tonnage forecasts more accurate?

Definitely. Forecasts of the tonnage base for collection of Metro revenues must be adjusted up or down based on expected changes in the solid waste system. Because these changes are often specific to certain materials, waste characterization data are essential to making accurate forecasts. For example, we often have advance knowledge of new private recycling facilities or new collection programs that will divert specific waste materials away from facilities that pay Metro fees. This knowledge can only be used to improve revenue forecasts if we know how much of the material is now being delivered to existing facilities that pay Metro fees.

What are some examples of how the study will help Metro accomplish waste reduction goals?

Monitoring the effectiveness of existing programs depends on knowing how the waste stream is changing *by material*. This study is the only way to really evaluate the success of existing programs in reducing waste. Without waste characterization data, we would not know whether the recycling percentage of newspapers, plastics, yard debris, glass bottles, packaging, and other materials is increasing or decreasing.

The justification for many recycling program decisions are based on avoided cost arguments. For example, it is much easier to get support for adding new materials to curbside recycling programs if it can be demonstrated that the avoided disposal costs significantly offset the additional collection costs. However, it is impossible to calculate disposal costs for materials that are potential curbside candidates unless we know what percentage of household waste is made up of such materials. Recent experience in the Metro region has demonstrated that collection companies, public officials, and the rate payers expect detailed cost analyses that can only be done if waste characterization data are available.

Why is it necessary to characterize waste by different types of generators?

This can best be answered with a specific example. The 1989/90 waste characterization study found that 12% of *all* waste was yard debris. However, it would be a mistake to assume that household garbage contains 12% yard debris and to develop policies, collection programs, and other management practices based on that assumption because *residential* waste actually contains almost 25% yard debris. At a minimum, we need waste characterization data for residential and non-residential generators.

Many potential applications require data for more detailed classes of generators than just residential and non-residential. For example, the 1989/90 study indicated that as much as 18% of non-residential waste was corrugated containers. However, this percentage is unlikely to be constant for all types and sizes of businesses. Programs to recover this corrugated could be much more effective if they targeted the specific types of businesses that still dispose of significant

quantities of corrugated. Generator-specific studies will help target and focus waste reduction and other management activities.

Why is the study so expensive?

Two items are expected to account for most of the costs. The major cost will be the wages for crews to sort and weigh the garbage. A second major cost item is payment to haulers for using their trucks and crews to collect and deliver waste from specific types of generators.

The study is more expensive than in past years. One of the primary reasons is that we have expanded the number of materials that will be identified and sorted. In previous waste characterization studies, the material sort list grouped materials into broad categories. This broad categorization does not recognize the inherent differences within these categories or provide for resource recovery, processor grades and specifications, and market development needs.

The 1993 waste characterization study will use an updated material sort list (see Attachment A - Waste Stream Component Definitions and Attachment B - Field Sort Form of the RFP). The updated material sort list is consistent with the list currently being used by the Oregon Department of Environmental Quality for their statewide waste characterization study now being conducted. In addition, the list is also consistent with the materials list used by the EPA in its national waste characterization studies.

How have Metro staff tried to most effectively utilize the available budget?

Because major waste characterization studies are expected to be conducted every three years, Metro staff have developed in-house expertise in sample design, data processing, statistical analysis, and reporting needed for this project. By conducting these parts of the study in-house, more funds will be allocated to the actual field work in order to increase the sample size to get more reliable results.

BM:ay

cc: Terry Petersen, Planning and Technical Services Manager
John Houser, Council Analyst



METRO

2000 S.W. First Avenue
Portland, OR 97201-5398
503/221-1646

Memorandum

To: Solid Waste Committee Members

From: John Houser, Council Analyst

Date: October 13, 1992

Re: Resolution No. 92-1686, For the Purpose of Entering Into a Multi-Year Contract with the Most Qualified Proposer by Authorizing Issuance of a Request for Proposals for a Comprehensive Waste Stream Characterization Study

Background

Since 1986, Metro has conducted a comprehensive waste characterization study every three years. This resolution would authorize issuance of an RFP for the next study. The study will extend throughout calendar year 1993. Because it extends through two fiscal years, council approval is required. The total estimated cost is \$250,000, with a total of \$125,000 this fiscal year and \$125,000 during the next fiscal year.

Issues and Questions

The committee may wish to consider the following issues and questions during its consideration of this resolution:

- 1) A total of \$190,000 is budgetted for this contract during the current fiscal year. It is now anticipated that only \$125,000 will be spent this year. Will the remaining \$65,000 in budgetary authority be used for any other purpose?
- 2) The staff report indicates that \$60,000 was added to the total cost of the study "to accommodate interests of local governments" not previously identified. What are these interests and how will they be addressed in the study? Was any consideration given to having the affected local governments pay for a portion or all of these additional costs?
- 3) Will the information obtained from the study be available for use in the FY 94-95 budgetting and rate-setting processes?
- 4) The staff report indicates that there will be an expanded waste stream sort list. What types of new material will be included and why are they being included?
- 5) The staff report indicates that generator-specific sorts will be done? What is the purpose and potential use of this information?

6) The staff report indicates that the material collected during this study has a wide range of uses with the department? What are some of these uses? Specifically, what uses will be applicable to the new tonnage forecasting model?

7) As currently worded, the resolution would provide for entering into the contract without further Council review. In light of the size of the contract, does the committee wish to review the actual contract documents prior to signing?

BEFORE THE COUNCIL
OF THE METROPOLITAN SERVICE DISTRICT

FOR THE PURPOSE OF ENTERING)	RESOLUTION NO. 92-1686
INTO A MULTI-YEAR CONTRACT WITH)	
THE MOST QUALIFIED PROPOSER BY)	Introduced by Rena Cusma,
AUTHORIZING ISSUANCE OF A)	Executive Officer.
REQUEST FOR PROPOSALS FOR A)	
COMPREHENSIVE WASTE STREAM)	
CHARACTERIZATION STUDY)	

WHEREAS, Information on the type and amount of waste materials being disposed is required for effective solid waste management; and

WHEREAS, The Waste Characterization Study approved in the FY 1992-93 budget needs to be conducted during a full year and needs to follow a consistent methodology that can best be ensured by contracting with a single consultant; and

WHEREAS, The study will not begin until January 1993 and pursuant to Metro Code Section 2.04.033(a)(1) Council approval is required because the agreement will commit the District to expenditures for continuation of the Project in the next fiscal year; and

WHEREAS, The resolution was submitted to the Executive Officer for consideration and was forwarded to the Council for approval; now, therefore,

BE IT RESOLVED, That the council of the Metropolitan Service District approves issuance of the Request for Proposals for a Comprehensive Waste Stream Characterization Study (RFP # 92R-33-SW), for the purpose of entering into a multi-year contract with the most qualified proposer.

ADOPTED by the Council of the Metropolitan Service District this _____ day of November, 1992.

James Gardner, Presiding Officer

STAFF REPORT

IN CONSIDERATION OF RESOLUTION NO. 92-1686 FOR THE PURPOSE OF ENTERING INTO A MULTI-YEAR CONTRACT WITH THE MOST QUALIFIED PROPOSER BY AUTHORIZING ISSUANCE OF A REQUEST FOR PROPOSALS FOR A WASTE CHARACTERIZATION STUDY

Date: September 24, 1992

Presented by: Terry Petersen
Bill Metzler

PROPOSED ACTION

Pursuant to Metro Code Section 2.04.033(a)(1), Council adoption of this resolution is required because the anticipated contract will commit Metro to expenditures for the next fiscal year (FY 1993-94) in order to complete the waste characterization project with a single contractor.

BACKGROUND

The adopted FY 1992-93 budget includes a project to comprehensively characterize municipal solid waste within the Metro area. Metro conducted similar studies during 1986 and 1989. The information has been extremely useful in a wide variety of activities including waste reduction, planning, facility design, and forecasting the demand for disposal service. Waste characterization studies require waste sorting to occur over a number of seasons. The study can best be conducted with a single contractor. Because the study will not begin until January 1993, multi-year contract will need to be approved.

Methodologies and objectives of previous waste sorts have been reviewed to more fully accommodate the needs of the entire Solid Waste Department. With the addition of an expanded waste stream sort list and inclusion of generator-specific sorts, Metro will have more comprehensive data than previously available. The data will be more useful to a variety of solid waste management programs and activities, including compliance with SB 66 requirements.

The study is being coordinated and integrated with other Metro programs, local governments, and haulers. The DEQ is currently conducting a statewide waste characterization study as directed by SB 66. Metro is responsible for the characterization of waste in the tri-county region.

BUDGET IMPACT

The study is identified in the FY 1992-93 budget as "Labor to conduct field work on waste characterization study" with a contract amount of \$190,000. Approximately \$125,000 will be spent in the current fiscal year. FY 1993-94 will require approximately \$125,000. The \$60,000 addition is to accommodate the interests of local governments that were not identified earlier.

EXECUTIVE OFFICER RECOMMENDATION

The Executive Officer recommends approval of Resolution No. 92-1686 and release of RFP # 92R-33-SW.

Meeting Date: November 12, 1992
Agenda Item No. 6.5

RESOLUTION NO. 92-1678

SOLID WASTE COMMITTEE REPORT

CONSIDERATION OF RESOLUTION NO. 92-1678, FOR THE PURPOSE OF RECOGNIZING THE MODEL ILLEGAL DUMPING ORDINANCE AS MEETING THE REQUIREMENTS OF CHAPTER FOUR OF THE REGIONAL SOLID WASTE MANAGEMENT PLAN

Date: November 4, 1992

Presented by: Councilor Wyers

Committee Recommendation: At the October 20 meeting the Committee voted 4-0 to recommend Council adoption of Resolution No. 92-1678. Voting in favor: Councilors Buchanan, McFarland, Van Bergen and Wyers. Councilor Hansen was excused.

Committee Issues/Discussion: Bill Metzler, Solid Waste Staff, reviewed the attached staff report and outlined the history of the development of the illegal dumping ordinance. The ordinance resulted from the work of a special subcommittee of the Solid Waste Technical Committee and it has been approved by the Technical Committee and the Solid Waste Policy Advisory Committee. The principal purpose of the ordinance is to outline an administrative enforcement process for those that are accused of illegal dumping. Metzler noted that many local governments have expressed interest in the proposed ordinance.

The 1991 Legislative Assembly enacted legislation that allows local governments to bring cases involving illegal dumping before a hearings officer for adjudication. The hearings officers may assess guilty parties with cleanup costs as well as a civil penalty. The new legislation also established a presumption of guilt if a parties name or other identifying evidence is found in the illegally dumped material. Rewards for those identifying illegal dumpers could be provided under the ordinance. In addition, the ordinance provides that Metro will explore with other local governments the option of establishing a regional hearings officer to handle illegal dumping cases.

Larry Shaw, Senior Assistant Counsel, explained that the model ordinance was patterned after an administrative civil penalty ordinance from Lane County that has received judicial approval and a recently adopted Multnomah County illegal dumping ordinance. Metzler noted that it may become easier to pursue illegal dumpers using an administrative process.

Councilor McFarland asked how Metro's home rule status would affect the ordinance. Shaw noted that Metro is not adopting the ordinance at the present time -- we are simply making it available to the region's other local governments for possible adoption.



METRO

2000 S.W. First Avenue
Portland, OR 97201-5398
503/221-1646

Memorandum

To: Solid Waste Committee Members

From: John Houser, Council Analyst

Date: October 13, 1992

Re: Resolution No. 92-1678, For the Purpose of Recognizing the Model Illegal Dumping Ordinance as meeting the requirements of Chapter Four of the Regional Solid Waste Management Plan

Background

The Regional Solid Waste Management Plan (Policy 4.0) provides that Metro work with state agencies and local governments to address issues related to illegal disposal of solid waste. The model illegal dumping ordinance recognized in this resolution seeks to promote the establishment of a uniform enforcement system throughout the region. Each jurisdiction that adopts the ordinance would retain control over the administration and enforcement of its provisions. The major elements of the ordinance are outlined in the staff report.

Issues and Questions

The committee may wish to address the following issues and questions during its consideration of this resolution:

- 1) On page 3, line 12, of the model ordinance, cleanup and disposal costs may be awarded to the local jurisdiction. Should a private landowner, for whatever reason, choose to cleanup an illegal dumpsite, are there any provisions for reimbursement of the landowners costs?
- 2) The staff report notes that Metro staff is continuing to work with local governments concerning the potential for establishment of a regional hearing officer system for illegal dumping cases. What is the status of these discussions?
- 3) What is the perceived level of interest on the part of local governments to adopt the model ordinance?
- 4) Have any cases been through the hearing officer system established under the Multnomah County illegal dumping ordinance? What are the differences between the model ordinance and the Multnomah County ordinance?

**BEFORE THE COUNCIL OF THE
METROPOLITAN SERVICE DISTRICT**

**FOR THE PURPOSE OF RECOGNIZING THE)
MODEL ILLEGAL DUMPING ORDINANCE)
AS MEETING THE REQUIREMENTS OF)
CHAPTER FOUR OF THE REGIONAL SOLID)
WASTE MANAGEMENT PLAN)**

RESOLUTION NO. 92-1678

**Introduced by Rena Cusma,
Executive Officer**

WHEREAS, The Metropolitan Service District adopted Ordinance No. 88-266B, which adopted the Regional Solid Waste Management Plan; and

WHEREAS, Policy 4.0 of the Regional Solid Waste Management Plan states that "Metro, in its capacity as manager of the region's solid waste disposal system, will work cooperatively with DEQ, cities and counties to promote proper disposal of solid waste and to reduce illegal disposal."; and

WHEREAS, Chapter 4 of the Regional Solid Waste Management Plan directs Metro to provide local governments with a model enforcement code (based on provisions of ORS 450.108) to initiate development of regionally consistent enforcement standards; and

WHEREAS, A model illegal dumping ordinance has been developed by staff of the Metropolitan Service District as one means to meet the intent of the Regional Solid Waste Management Plan, including Policy 4.0; and

WHEREAS, The model illegal dumping ordinance was evaluated and revised as the result of reviews by the Illegal Dumping Subcommittee, the Solid Waste Technical Committee, and the Solid Waste Policy Committee; now, therefore,

BE IT RESOLVED, That the Council of the Metropolitan Service District recognizes that the model illegal dumping ordinance attached hereto as Exhibit "A" conforms to the Regional Solid Waste Management Plan, including its policies, especially Policy 4.0.

ADOPTED by the Council of the Metropolitan Service District this _____ day of October, 1992.

Jim Gardner, Presiding Officer

Exhibit A
Resolution No. 92-1678

1 BEFORE THE _____ [GOVERNING BODY]

2 FOR _____ [JURISDICTION]

3 ORDINANCE NO. _____

4
5 Ordinance adding new Chapter _____ to the _____ [jurisdiction] Code in order to
6 regulate and provide for the administrative hearing and determination for refuse hauling,
7 dumping, and littering cases arising out of civil infractions of certain _____
8 [jurisdiction] ordinances.

9 _____ [jurisdiction] ordains as follows:

10
11 Section I. Provisions

12
13 _____ [jurisdiction] Code Chapter _____ is adopted to read as follows:

14
15 ____.005 Title and Area of Application

16 This ordinance shall be known as the _____ [jurisdiction] Illegal Dumping
17 Ordinance, may be so pleaded and referred to and shall apply to _____ [jurisdiction].

18
19 ____.010 Establishment and Purpose

20 (A) This ordinance is intended to exercise the option in ORS 459.108 to establish and
21 enforce civil penalties for refuse hauling, dumping, and littering.

22 (B) Departmental enforcement responsibilities are established by this ordinance.

1 (C) An _____ [jurisdiction] Infractions Section with the powers and
2 responsibilities provided in this Chapter, and subject to the procedures and limitations set
3 forth below, is hereby established.

4 (D) The _____ [jurisdiction] Infractions Section has been established for the
5 purpose of providing a convenient and practical forum for the administrative hearing and
6 determination of cases arising out of civil infractions of this ordinance.

7
8 _____.020 Refuse Hauling Regulations

9 (A) No person, firm, or corporation shall transport or carry, or direct another
10 person, firm or corporation to transport or carry, any rubbish, trash, garbage, debris or other
11 refuse, or recyclable material, in or on a motor vehicle or trailer, upon a public road right of
12 way in the _____ [jurisdiction], unless such refuse or recyclable material is either:

13 (1) Completely covered on all sides and on the top and bottom thereof and
14 such cover is either a part of or securely fastened to the body of such motor vehicle or
15 trailer; or

16 (2) Contained in the body of the motor vehicle or trailer in such a way as not
17 to cause any part of the hauled refuse or recyclable material to be deposited upon any private
18 or public road right of way or driveway in the _____ [jurisdiction].

19 (B) Any person, firm, or corporation violating subsection (A) shall be subject to a
20 civil fine of not less than \$100 and no more than \$500 for each infraction. A complaint for
21 any infraction of subsection (A) shall be initiated before a Hearings Officer, pursuant to this
22 Chapter.

1 _____.030 Dumping and Littering Prohibited

2 (A) No person, firm, or corporation shall throw or place, or direct another person,
3 firm, or corporation to throw or place, other than in receptacles provided therefor, upon the
4 private land or waters of another person, firm, or corporation without the permission of the
5 owner, or upon public lands or waters, or upon any public place, any rubbish, trash,
6 garbage, debris, or other refuse or recyclable material.

7 (B) Any person, firm, or corporation violating subsection (A) shall be subject to:

8 (1) A civil fine of not less than \$500 and no more than \$999 for each
9 infraction; and

10 (2) An award of costs to reimburse the _____ [jurisdiction] for the
11 following actual expenses: (a) administrative costs of investigation, adjudication, and
12 collection; and (b) cleanup and disposal costs incurred.

13 A complaint alleging any infraction of subsection (A) shall be initiated before a
14 Hearings Officer, pursuant to this Chapter.

15
16 _____.040 Reward

17 Any person, other than a _____ [jurisdiction] officer, employee, or agent
18 charged with the enforcement of this ordinance, who provides information leading to the
19 imposition and collection of a fine under Sections _____.020 or _____.030 may receive a
20 reward of up to fifty-one percent (51%) of the amount of the fine collected by the
21 _____ [jurisdiction] as determined by _____.

1 .050 Departmental Enforcement

2 (A) Enforcement of the regulatory enactments and policies set forth in this Chapter
3 shall be the responsibility of _____.

4 (B) The Department shall:

5 (1) Investigate refuse hauling, dumping, and littering infractions;

6 (2) Issue complaints;

7 (3) Reach written settlements, signed by the Department and any alleged
8 violator;

9 (4) Represent the _____ [jurisdiction] before the Hearings Officer;
10 except where counsel is necessary; and

11 (5) Collect fines and costs.

12
13 .060 Infraction Section Organization

14 (A) The Section shall consist of the chief Hearings Officer, any temporary or
15 assistant Hearings Officers, and supporting clerical staff and shall be under the general
16 supervision of _____.

17 (B) Consistent with this Chapter and other applicable law, _____ [jurisdiction]
18 may establish rules for the performance of the functions assigned to the Section.

19 (C) The chief Hearings Officer, temporary Hearings Officers, and assistant Hearings
20 Officers shall be appointed by and subject to removal by _____ [governing body or
21 department]. All appointments made pursuant to this Section shall be for a period of one
22 year or less.

1 (D) The compensation of the Hearings Officers shall be as established by separate
2 Order of the _____ [governing body]. Other employees of this Section shall be subject
3 to the personnel system of the _____ [jurisdiction].

4 (E) A personal services contract may be entered into by the _____
5 [jurisdiction] and the Hearings Officer to cover their compensation. The _____
6 [jurisdiction] may enter into an intergovernmental agreement to share the Hearings Officer
7 with other jurisdictions.

8
9 ____.070 Complaint and Notice of Hearing

10 (A) A proceeding before the Hearings Officer may be initiated only as specifically
11 authorized by this Chapter.

12 (B) A proceeding shall be initiated only by the department filing a complaint with the
13 Hearings Officer in substantially the following form:

14
15 COMPLAINT REGARDING _____ [JURISDICTION] INFRACTIONS

16 CODE INFRACTION

17 _____ [jurisdiction], Petitioner,

18 v.

19 _____,

20 Respondent(s)

21 1. Address of respondent(s).

22 _____

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2. Address or location of the alleged infraction.

3. Nature of infraction including Chapter section violated.

4. Maximum penalty assessable.

5. Relief sought.

Date: _____

Signed

Department of _____

Title _____

(C) The Hearings Officer shall cause notice of the hearing to be given to the respondent(s) either personally or by certified or registered United States mail at least 15 days prior to the hearing date. The notice shall contain a statement of the time, date, and place of the hearing. A copy of the complaint shall be attached to the notice.

(D) _____ shall prepare the Summons and Complaint to be used for _____ [jurisdiction] infractions and shall establish procedures to control its use.

1 .080 **Answer: Default**

2 (A) A respondent who receives a notice of hearing and complaint for an infraction
3 shall answer such complaint and notice of hearing by either (1) personally appearing to
4 answer at the time and place specified herein, or (2) mailing or otherwise delivering to the
5 place specified on or before the assigned appearance date, a signed copy of the complaint and
6 notice of hearing, together with a check or money order in the amount of the scheduled fine
7 listed therein. If the infraction is denied, a hearing will be held on the date assigned in the
8 notice of hearing.

9 (B) If the respondent alleged to have committed the infraction fails to answer the
10 complaint and notice of hearing by the appearance date indicated thereon, which shall be no
11 sooner than seven days from the date of the notice of hearing, or appear at a hearing as
12 provided herein, the Hearings Officer shall accept the department's file as the entire record
13 and shall deliver or mail a final order declaring a default, making findings based on the
14 record, and making the fine and costs identified in the complaint due and payable.

15

16 .100 **Hearing**

17 (A) Unless precluded by law, informal disposition of any proceeding may be made
18 between the department and respondent, with or without a hearing, by stipulation, consent
19 order, agreed settlement, or default.

20 (B) The _____ [jurisdiction] shall not be represented before the Hearings
21 Officer by legal counsel except in preparation of the case or as provided below. A
22 respondent charged with an infraction may be represented by a retained attorney provided

1 that five working days' written notice of such representation is received by legal counsel.

2 The _____ [jurisdiction] may have legal counsel represent it when respondent is
3 represented by counsel. The Hearings Officer may waive this notice requirement in
4 individual cases or reset the hearing for a later date.

5 (C) The _____ [jurisdiction] must prove the infraction occurred by a
6 preponderance of the admissible evidence. The Oregon Evidence Code shall be applied by
7 the Hearings Officer.

8 (D) A name of a person, firm, or corporation found on rubbish, trash, garbage,
9 debris, or other refuse, or recyclable material, in such a way that it denotes ownership of the
10 items, constitutes rebuttable evidence that the person, firm, or corporation has violated the
11 refuse hauling, dumping, and/or littering regulations.

12 (E) The Hearings Officer shall place on the record a statement of the substance of
13 any written or oral ex parte communications made to the Officer on a fact in issue during the
14 pendency of the proceedings. The Officer shall notify the parties of the communication and
15 of their right to rebut such communications.

16 (F) The Hearings Officer shall have the authority to administer oaths and take
17 testimony of witnesses. Upon the request of the respondent, or upon his or her own motion,
18 the Hearings Officer may issue subpoenas in accordance with the Oregon Rules of Civil
19 Procedure, which shall apply to procedural questions not otherwise addressed by this
20 Chapter.

21 (1) If the respondent desires that witnesses be ordered to appear by subpoena,
22 respondent shall so request in writing at any time before five days prior to the scheduled

1 hearing. A \$15 deposit for each witness shall accompany each request, such deposit to be
2 refunded as appropriate if the witness cost is less than the amount deposited.

3 (2) Subject to the same five-day limitation, the _____ [jurisdiction] may
4 also request that certain witnesses be ordered to appear by subpoena.

5 (3) The Hearings Officer may waive the five-day limitation for a request in
6 writing with the required deposit for good cause.

7 (4) Witnesses ordered to appear by subpoena shall be allowed the same fees
8 and mileage as allowed in civil cases.

9 (5) If a fine is imposed in the final order, the order shall include an order for
10 payment of actual costs for any witness fees attributable to the hearing.

11 (G) The respondent shall have the right to cross-examine witnesses who testify and
12 shall have the right to submit evidence on his, her, or its behalf.

13 (H) After due consideration of the evidence and arguments, the Hearings Officer
14 shall determine whether the infraction alleged in the complaint has been proven by a
15 preponderance of the evidence.

16 (1) When the determination is that the infraction has not been proven, an
17 order dismissing the complaint shall be entered.

18 (2) When the determination is that the infraction has been proven, or if an
19 answer admitting the infraction has been received, an appropriate order shall be entered,
20 including penalty and costs.

1 (3) The final order issued by the Hearings Officer shall set forth both findings
2 of fact and conclusions of law and shall contain the amount of the fine and costs imposed and
3 instructions regarding payment.

4 (4) A copy of the order shall be delivered to the parties, or to their attorneys
5 of record, personally or by mail.

6 (I) A tape recording shall be made of the hearing unless waived by both parties. The
7 tape shall be retained for at least 90 days following the hearing or final judgment on appeal.

8
9 .120 Review

10 (A) Any motion to reconsider the final order of the Hearings Officer must be filed
11 within 10 days of the original order to be considered. The Hearings Officer may reconsider
12 the final order with or without further briefing or oral argument. If allowed, reconsideration
13 shall result in reaffirmance, modification, or reversal in a new final order. Filing a motion
14 for reconsideration does not toll the period for filing an appeal in court.

15 (B) A respondent may appeal a final adverse ruling by Writ of Review as provided in
16 ORS 34.010 through 34.100.

17
18 .140 Enforcement of Fines and Costs

19 (A) Fines and costs are payable upon receipt of the written settlement or final order
20 imposing the fines and costs. Fines and costs under this Chapter are a debt owing to the
21 _____ [jurisdiction] and may be collected in the same manner as any other debt
22 allowed by law.

1 (B) The _____ [jurisdiction] may initiate appropriate legal action, in law or
2 equity, in any court of competent jurisdiction to enforce the provisions of any written
3 settlement or final order of the Hearings Officer.
4

5 Section II. Effective Date
6

7 This ordinance shall take effect _____.

8 Adopted this ____ day of _____, 199__, being the date of its _____
9 reading before the Board of _____ [jurisdiction] Commissioners of _____
10 [jurisdiction], Oregon.
11
12

13 By _____
14

15 **REVIEWED:**
16
17

18 _____
19 _____ [jurisdiction] Counsel
20 of _____ [jurisdiction], Oregon
21

STAFF REPORT

CONSIDERATION OF RESOLUTION NO. 92-1678 FOR THE PURPOSE OF RECOGNIZING THE MODEL ILLEGAL DUMPING ORDINANCE AS MEETING THE REQUIREMENTS OF CHAPTER FOUR OF THE REGIONAL SOLID WASTE MANAGEMENT PLAN.

Date: October 9, 1992

Presented by: Terry Petersen
Bill Metzler

INTRODUCTION

The Regional Illegal Dumping Plan, Chapter 4 of the Regional Solid Waste Management Plan, directs Metro to develop a model illegal dumping enforcement code that local governments may adopt. The model illegal dumping ordinance now under consideration meets the requirements of the Illegal Dumping Plan.

The model ordinance is based on input received from the Illegal Dumping Subcommittee. It has been reviewed and approved by the Solid Waste Technical and Policy Committees.

PURPOSE

The draft model illegal dumping ordinance provides a clear, consistent approach empowering local governments to effectively enforce against illegal dumping. The primary effect of the ordinance will be to:

1. Enable a city or county to exercise the civil enforcement option in ORS 459.108 to establish and enforce civil penalties for refuse hauling, dumping and littering violations.
2. Implement regionally consistent enforcement procedures and standards.
3. Establish local government enforcement responsibilities for the administrative hearing and determination of illegal dumping civil infractions.
4. Increase the fine for illegal dumping violations.
5. Set up a reward system to assist in the enforcement of the ordinance.
6. Provide for the option of establishing a shared hearings officer.

BACKGROUND

Historically, illegal dumping has been a criminal offense in Oregon. In order to prosecute illegal dumping cases, an eye witness to the event was usually required, which is very difficult to obtain. Moreover, the criminal court system is overburdened with higher priority cases. Therefore, successful prosecution of offenders has not occurred.

State law now specifically authorizes local government civil penalties as an alternative to criminal procedures for illegal dumping cases (ORS 450.108). Recent efforts to address illegal dumping

through civil penalties have culminated in Multnomah County's 1992 ordinance. Multnomah County's ordinance creates a code hearings officer procedure that implements the new state law alternative and provides due process for a civil penalty. The model illegal dumping ordinance borrows from Multnomah County's ordinance and a Lane County ordinance (litter control), that established a civil procedure through administrative adjudication. The Lane County adjudication approach has been upheld by the Oregon Supreme Court.

Overview of Model Illegal Dumping Ordinance

In developing the model illegal dumping ordinance, a number of legal issues required careful consideration and review. The following is an overview of those issues, and their applicability to the model illegal dumping ordinance.

Decriminalization / Civil Procedure

The 1991 legislature removed the state criminal code preemption issue by explicitly stating that local governments may create an alternate civil procedure and penalty for illegal dumping of garbage. Decriminalization is intended to avoid (1) the requirement of appointed lawyers, and (2) delays in the overburdened criminal courts. A civil procedure that uses a hearings officer can avoid the necessity of a court retrying the evidence presented. The basic precepts of civil due process are still required: notice, opportunity to be heard, opportunity to address the decision-maker. Lane County pioneered the civil "administrative adjudication" approach in Oregon with its dog control and litter ordinance. This civil hearings officer procedure results in a final decision that creates a debt that is directly enforceable in court. The draft model ordinance borrows from the Lane County approach and the recently adopted Multnomah County Illegal Dumping Ordinance.

Hearings Officer / Enforceable Debt

Hearings officer procedures are used to save the time of elected officials in many circumstances, including land use infractions. Hearings officers provide efficiency by developing a factual record, giving the parties an opportunity to present evidence, and recommending a decision. The opportunity for the parties to be heard and for any settlements may occur without the necessity of taking up the time of elected officials. The finality of the hearings officer's decision, if not appealed to the courts, allows a city or county to follow a hearings officer decision with enforcement actions to collect any fines and costs by direct action.

Collecting Costs Incurred

ORS 459.108(2) gives local government's the alternative to use a civil approach to collect all costs incurred in addition to any fines for an illegal dumping violation. Costs incurred are defined in the model illegal dumping ordinance to include such things as investigation costs, hearings costs, and costs of restoration of property. See Section ___.030(B)(1)(2) of the model illegal dumping ordinance.

Evidentiary Presumption

Section ___.100(C)(D) of the model illegal dumping ordinance contains an evidentiary presumption. A name on an item of illegally dumped garbage that "would ordinarily denote ownership" is prima facie evidence of an illegal dumping infraction. This means that a presumption of illegal dumping is created sufficient for penalty, unless rebutted. By definition, a presumption is rebuttable by other evidence brought in by the alleged violator. ORS 450.108(4) specifically allows the use of this evidentiary presumption to identify a perpetrator for illegal dumping purposes from "a name found on various items in a deposit of rubbish".

Rewards

The model illegal dumping ordinance, borrowing from the Multnomah County Ordinance, provides that up to 51 percent of the fine collected for violations of the illegal dumping ordinance can be used to reward persons assisting in investigating the violation who are not employees of the jurisdiction administering the case. The model illegal dumping ordinance includes this option as a matter of policy choice. See Section __.040 of the model illegal dumping ordinance.

Technical Assistance

Metro staff is available to answer questions and provide assistance to local governments in their efforts to adopt and implement the model illegal dumping ordinance. Metro staff will continue to work with local governments to explore a process for a regional hearings officer, including funding options.

EXECUTIVE OFFICER'S RECOMMENDATION

The Executive Officer recommends adoption of Resolution No. 92-1678.

Meeting Date: November 12, 1992
Agenda Item No. 6.6

RESOLUTION NO. 92-1695



METRO

2000 S.W. First Avenue
Portland, OR 97201-5398
503/221-1646

Memorandum

DATE: November 5, 1992

TO: Metro Council
Executive Officer
Interested Parties

FROM: Paulette Allen, Clerk of the Council *PA*

RE: AGENDA ITEM NO. 6.6; RESOLUTION NO. 92-1695

Due to its volume, the Smith & Bybee Lakes Recreation Master Plan will be distributed separately in advance to Councilors and available at the Council meeting November 12.

The Transportation & Planning Committee will consider Resolution No. 92-1695 on Tuesday, November 10, and committee reports will be distributed in advance to Councilors and available at the Council meeting November 12.

**BEFORE THE COUNCIL OF
THE METROPOLITAN SERVICE DISTRICT**

**FOR THE PURPOSE OF ADOPTING THE)
RECREATION MASTER PLAN FOR SMITH)
AND BYBEE LAKES MANAGEMENT AREA)**

**RESOLUTION NO. 92-1695
INTRODUCED BY EXECUTIVE
OFFICER RENA CUSMA**

WHEREAS, On November 8, 1990, the Council of the Metropolitan Service District adopted Ordinance No. 90-367 approving the Natural Resources Management Plan for Smith and Bybee Lakes; and

WHEREAS, Metro is identified as the Trust Fund Manager of the Lakes Trust Fund as established by the Management Plan and the 1990 St. Johns Landfill Agreement; and

WHEREAS, The Management Plan stated that City of Portland Bureau of Parks and Recreation shall develop a detailed recreation policy and facility development plan for the Lakes Area in conformance with the Management Plan; and

WHEREAS, Portland Bureau of Parks and Recreation, through an intergovernmental agreement with Metro, has developed a Master Recreation Plan for Smith and Bybee Lakes Area that is consistent with the Management Plan; and

WHEREAS, Smith and Bybee Lakes Management Committee has reviewed and approved the Master Recreation Plan and recommends adoption of the plan to the Council of the Metropolitan Service District; now therefore,

BE IT RESOLVED,

That Council of the Metropolitan Service District hereby adopts the Recreation Master Plan for Smith and Bybee Lakes Management Area attached to this Resolution as Exhibit A.

ADOPTED by the Council of the Metropolitan Service District this _____ day
of _____, 1992.

Jim Gardner, Presiding Officer

STAFF REPORT

CONSIDERATION OF RESOLUTION NO.92-1695 FOR THE PURPOSE OF ADOPTION OF SMITH AND BYBEE LAKES RECREATION MASTER PLAN

Date: October 5, 1992

Presented by: Jim Morgan

BACKGROUND AND ANALYSIS

With the approval of the St. Johns Landfill Agreement and the adoption of the Natural Resources Management Plan for Smith and Bybee Lakes on November 8, 1990, by the Council of the Metropolitan Service District, Metro assumed the role as Trust Fund Manager of the newly established Smith and Bybee Lakes Trust Fund. Part of Metro's responsibility for managing the lakes area is the development of a recreation plan.

Through an intergovernmental agreement with Metro, Portland Parks Bureau developed the draft Recreation Master Plan for the Management Area, as specified in the St. Johns Landfill Agreement and the Smith and Bybee Lakes Management Plan. The Landfill Agreement specifies that:

"Metro shall afford to Portland Bureau of Parks and Recreation each year a right of first refusal for an intergovernmental contract to supervise, manage and operate recreation programs and projects recommended for Trust Fund expenditures in the Lakes Plan....Bureau participation shall be based on a scope of work developed by Management Committee recommendation and Metro budget approval".

This is iterated in the Management Plan under Policy 13, which states that:

"The Portland Bureau of Parks and Recreation shall develop a detailed recreation policy and facility development plan in conformance with the provision of this Management Plan. The Management Committee shall review and recommend this recreation plan to the Trust Fund Manager for adoption...."

The development of the recreation plan was funded by the Lakes Trust Fund, as authorized in the FY91-92 and FY92-93 budget approved by the Metro Council. The plan was developed over one year, guided by the citizen-based Master Plan Advisory Committee and numerous public meetings in the St. Johns community, . The Smith and Bybee Lakes Management Committee was kept abreast during its development and thoroughly reviewed and approved the final draft.

The Recreation Master Plan is consistent with the goals and follows the policies outlined in the Management Plan. The goal of the Management Plan is to protect and manage Smith and Bybee Lakes area as an environmental and recreational resource for the region. They will be maintained and enhanced, to the extent possible, in a manner that is faithful to their original condition. Only those recreational uses that are compatible with environmental objectives of the Management Plan will be encouraged. Smith Lake and adjacent uplands will be the principle location for recreational activities. Bybee Lake will be less accessible,

with its primary use as an environmental preserve.

The Recreation Master Plan includes a set of goals; a description of proposed facilities such as trails, viewpoints, and an interpretive center; a list of projects; and, a schedule for implementation with estimated costs. Implementation of the recreation plan will be done through a cooperative effort of Metro and Portland Parks Bureau. Bureau participation will be based on a scope of work developed by Management Committee recommendation and subject to Metro budget approval.

BUDGET IMPACTS

The estimated total cost for all of the projects recommended in the Recreation Master Plan range from \$1,300,000 to \$2,500,000, the range being based on two different sizes for the interpretive center. Implementation is proposed to occur over many years, as funding allows, in three phases. The plan recommends gradual development of recreational improvements, allowing assessment of environmental and financial impacts to ensure developments will not compromise the Management Plan objectives.

The current balance of the Lakes Trust Fund is approximately \$2.1 million. Additional funds committed to the Trust Fund, which are not obligated to be transferred from City of Portland to the Lakes Trust Fund until December, 1993, would bring the total in the Trust Fund to approximately \$3.2 million. Financing all of the proposed projects in the recreation plan at this time using only the Lakes Trust Fund will result in severe depletion of the Lakes Trust Fund.

Policy 4 of the Management Plan states that the Trust fund shall be maintained as an endowment fund to provide for the ongoing operation and maintenance of recreational, educational, and environmental facilities and programs. Appropriations from the Trust Fund may also be made for acquisition of land and for development of facilities outlined in the Management Plan provided that these appropriations do not endanger the facilities and programs dependent on the endowment income.

Phase I can proceed without significantly impacting the Trust Fund. The total estimated cost for Phase I is \$88,400. As much as half of this estimate may be off-set by a grant currently being proposed. Similar opportunities for obtaining external funding sources will be sought throughout all phases of recreational development of the lakes area. Phase II and III of the recreation plan will be developed as funding allows. A priority will be placed in allocating Metro staff time for seeking external funding.

EXECUTIVE OFFICER'S RECOMMENDATION

The Executive Officer recommends approval of Resolution No.92-1695 adopting the Smith and Bybee Lakes Recreation Master Plan.

Meeting Date: November 12, 1992
Agenda Item No. 6.7

RESOLUTION NO. 92-1701

TRANSPORTATION AND PLANNING COMMITTEE REPORT

CONSIDERATION OF RESOLUTION NO. 92-1701, FOR THE PURPOSE OF APPROVING FUNDING FOR GREENSPACES RESTORATION AND ENHANCEMENT GRANTS: 2ND YEAR/2ND ROUND

Date: October 29, 1992

Presented by: Councilor McLain

Committee Recommendation: At the October 27 meeting, the Transportation and Planning Committee voted unanimously to recommend Council adoption of Resolution No. 92-1701. Voting in favor: Councilors Devlin, McLain, Moore, and Washington. Excused: Councilor Buchanan.

Committee Issues/Discussion: Mel Huie, Senior Regional Planner, presented the staff report. He explained that this is the second round of the second year of this grant program. The committee previously approved ten projects on October 8, 1992. The remaining eight proposals were returned to those submitting for resubmission. After selection panel reviewed the resubmitted projects and one other for amendment and this resolution reflects their decision. He explained that, unlike last year, this year the department plans to provide technical assistance to the various projects. This way there will be less need to resubmit for the next year or make corrections.

Councilor Devlin explained that the second round selections were revised proposals - some for additional funds. The City of Portland project is a revision to a previous year project.

**BEFORE THE COUNCIL OF THE
METROPOLITAN SERVICE DISTRICT**

FOR THE PURPOSE OF FUNDING GREENSPACES)	RESOLUTION <u>92-1701</u>
PROJECTS TO RESTORE AND ENHANCE URBAN)	
WETLANDS, STREAMS AND RIPARIAN)	Introduced by Rena Cusma,
CORRIDORS, AND UPLAND SITES)	Executive Officer

WHEREAS, the Metropolitan Greenspaces Master Plan has outlined the restoration of degraded natural areas as a priority; and

WHEREAS, the Metropolitan Greenspaces Program has outlined a four phase approach for inventorying, mapping, analyzing, preserving, protecting and acquiring natural areas; and

WHEREAS, Phase 3 calls for restoration and enhancement demonstration projects as part of the Greenspaces Program; and

WHEREAS, the U.S. Fish and Wildlife Service has awarded Metro \$250,000 to carry out such restoration and enhancement projects; and

WHEREAS, the demonstration projects will increase public awareness and cooperation between Metro, federal, state and local agencies, nonprofit organizations, neighborhood associations, and the region's citizens about natural resource issues; and

WHEREAS, the Greenspaces projects target 9 sites around the Portland - Vancouver region for "on the ground" restoration and enhancement which will serve as models for other public agencies, conservation organizations, developers, homeowners and other property owners in restoring urban wetlands, streams and riparian corridors, and upland sites; and

WHEREAS, the Council of the Metropolitan Service District adopted Resolution No. 92-1609 on May 14, 1992 which established the program guidelines, funding criteria, and an application kit for the restoration grants; and

WHEREAS, the Chair of the Metropolitan Greenspaces Policy Advisory Committee

organized a review and selection committee to accept grant applications, and to make recommendations to the Executive Officer and Council which projects should be funded; and

WHEREAS, the review and selection committee met five times during August, September and October to review applications, tour the sites, conduct interviews of the applicants and make funding recommendations; and

WHEREAS, nineteen proposals were submitted to Metro, ten of which were approved by the Council for funding on October 8, 1992; and nine of which needed reworking and were resubmitted in October 1992 for funding; and

WHEREAS, all projects recommended for funding must be approved by the Metro Council.

BE IT RESOLVED,

1) That the Council of the Metropolitan Service District hereby approves funding for the nine additional restoration and enhancement projects as recommended by the review and selection committee and which are listed in Exhibit A hereto, and that the funding for these projects shall not exceed \$138,388.

2) That the Council of the Metropolitan Service District hereby directs the Chair of the Metropolitan Greenspaces Policy Advisory Committee (Councilor Richard Devlin) to work with the Executive Officer and staff in the Planning Department to execute contracts and/or intergovernmental agreements between the Metropolitan Service District and the organizations selected for funding.

ADOPTED by the Council of the Metropolitan Service District this _____ day of November 1992.

Jim Gardner, Presiding Officer

EXHIBIT A

**RECOMMENDED PROJECTS TO BE FUNDED UNDER THE
METROPOLITAN GREENSPACES
RESTORATION AND ENHANCEMENT GRANTS**

2nd Year / 2nd Round

1. Applicant: Audubon Society of Portland

Project Site: Audubon Sanctuary south of NW Cornell Rd. and the Audubon House Complex. Along Bones Creek a tributary of Balch Creek in the Forest Park area of northwest Portland.

Project Description: Restore and enhance a fragile riparian corridor and adjacent wetlands by removing invasive, non-native species and replanting the site with native plants. Improve water quality of Balch Creek by intercepting sediment from the tributary, and oil from the adjacent parking lot to be built. Build a swale to catch and filter oils from the runoff from the parking lot.

Total Budget: \$ 21,250

Request of Metro: \$10,500

Recommendation: \$ 7,650

Contact Person: Mitch Lockett, Audubon Society, 292-6855

2. Applicant: Gresham, city of

Project Site: Binford Lake / Butler Creek Greenway in the southwest section of Gresham; between Heiney Rd. and Towle Ave.

Project Description: Improve the natural resources of the greenway, including water, native flora and wildlife. Increase detention capacity of Binford Lake to reduce flooding and erosion along the greenway. Native wetland vegetation will be purchased and planted. Install water and irrigation system. Employ summer youth crews to plant the site. Same site as first year grant project.

Total Budget: \$192,166

Request of Metro: \$20,500

Recommendation: \$17,500

Contact Person: Julee Conway, Gresham Parks & Recreation, 669-2408

3. **Applicant:** Jackson Bottom Steering Committee

Project Site: Jackson Bottom adjacent to the Tualatin River in Hillsboro

Project Description: Reduce and eventually eliminate non-native plants, particularly Reed Canary Grass from the site; plant native wetland plants; increase habitat diversity and value; restore part of the site as a Deschampsia Wet Prairie system. Same site as first year grant project. Work with Oregon Graduate Institute, Oregon Department of Fish and Wildlife, U.S. Fish and Wildlife Service, and Metro, and local biologists, botanists and landscape architects to find ways to eliminate Reed Canary Grass efficiently, cost effectively, and permanently.

Total Budget: \$21,275

Request of Metro: \$8,800

Recommendation: \$10,800 (Note: The extra \$2,000 is for establishing a monitoring and evaluation system.)

Contact Person: Patrick Willis, Jackson Bottom Steering Committee, 681-6206

4. **Applicant:** Lake Oswego, city of / Lake Oswego Land Trust

Project Site: Ball Creek in the northwest section of Lake Oswego (Fanno Creek Drainage Basin).

Project Description: Restore a degraded urban stream in a residential subdivision of the city. Stream channel erosion control and stabilization work using rock check dams and vegetation. Install natural stream bed gravel. Remove invasive non-native plants. Purchase and plant native vegetation in the riparian corridor.

Total Budget: \$33,576

Request of Metro: \$13,000

Recommendation: \$10,000

Contact Person: Andy Harris, Lake Oswego Public Works Department, 635-0270

5. **Applicant:** Milwaukie, city of / North Clackamas Parks & Recreation District

Project Site: Scott Park / Spring Creek in downtown Milwaukie next to the library

Project Description: Restore and enhance a degraded natural area surrounding Spring Creek and pond adjacent to the city library. Erosion control work; plant native vegetation; create additional habitat for waterfowl at the pond; and redirect pedestrian

access which has damaged the site.

Total Budget: \$37,640

Request of Metro: \$17,300

Recommendation: \$15,000

Contact Person: Dan Bartlett, City Manager, City of Milwaukie, 659-5171

6. Applicant: Portland Community College / State of Oregon

Project Site: PCC Rock Creek Campus, north of Sunset Hwy. near NW 185th and Springville Rd. (in the Rock Creek watershed)

Project Description: Restore and enhance this natural area/environmental preserve and its wetlands and riparian zone by: constructing a culvert and gravel crossing to allow livestock and equipment access to the north fields without impacting the stream corridor; reconstructing of the overflow channel to include meanders and greater pooling in order to increase the amount of open water and emergent wetland; and removing non-native vegetation, particularly Reed Canary Grass; and planting of native riparian vegetation.

Total Budget: \$25,811.50

Request of Metro: \$10,300

Recommendation: \$10,300

Contact Person: Richard Hollenbeck, PCC Rock Creek Environmental Studies Center, 244-6111, ext. 7462

7. Applicant: Tigard, city of

Project Site: Fanno Creek Park adjacent to the City Hall and Library in downtown Beaverton between SW Hall Blvd. and Main St.

Project Description: Removal of non-native vegetation, particularly Reed Canary Grass and Himalayan blackberry bushes from the Fanno Creek riparian corridor and meadow area in the park. Plant native vegetation to increase the site's ability to support fish and wildlife. Connect two adjacent ponds to the creek through a series of in-and-outflow channels. This will improve water quality and improve fish passage.

Total Budget: \$51,308

Request of Metro: \$23,138

Recommendation: \$23,138

Contact Person: Floyd Peoples, Tigard Parks, 639-4171
Duane Roberts, Tigard Planning Department, 639-4171

8. Applicant: Vancouver, city of

Project Site: Marine Park along the Columbia River in Vancouver; 2.5 miles east of the I-5 Bridge

Project Description: Restore and enhance wetlands and upland natural areas at the site. Erosion control work/slope retention/soil stabilization on a bank separating the wetlands from the uplands. Removal of non-native vegetation and debris. Landscape site with native plant species. Separate the wetlands from the upland area and create a public viewpoint.

Total Budget: \$130,500

Request of Metro: \$30,500

Recommendation: \$24,000

Contact Person: Kelly Puntaney, city of Vancouver, (206) 696-8173

9. Applicant: City of Portland

Project Site: Gabriel Park in southwest Portland, near SW 45th and Vermont

Project Description: Plant native vegetation in a forty foot wide barrier immediately adjacent to a forested natural area on the south side of the park, and plant native grasses in a meadow area of the park. The native vegetation buffer will be planted over a mowed grass-turf area. Access to the natural area by hikers, mountain bikers and dogs will be limited by the buffer. Install temporary fencing along the park side of the buffer to prevent trampling of the vegetation. The forested natural area has been severely damaged by such usage.

Total Budget: \$ 232,660

Request of Metro: \$29,500

Recommendation: \$20,000

Contact Person: Russ Lawrence, Bureau of Environmental Services, 796-7740
Mary Ann Cassin, Parks and Recreation Bureau, 796-5229

GREENSPACES RESTORATION AND ENHANCEMENT GRANTS

October 1992

Funding Requests

2nd Year / 2nd Round

1.	Audubon Society of Portland	\$ 7,650
2.	Gresham	\$ 17,500
3.	Jackson Bottom	\$ 10,800
4.	Lake Oswego	\$ 10,000
5.	Milwaukie	\$ 15,000
6.	Portland Community College	\$ 10,300
7.	Tigard	\$ 23,138
8.	Vancouver	\$ 24,000
9.	City of Portland	<u>\$ 20,000</u>
	TOTAL	\$138,388

STAFF REPORT

FOR THE PURPOSE OF FUNDING GREENSPACES PROJECTS TO RESTORE AND ENHANCE URBAN WETLANDS, STREAMS, RIPARIAN CORRIDORS, AND UPLAND SITES: 2ND YEAR GRANT CYCLE / 2ND ROUND OF PROJECTS

Date: October 27, 1992

Presented By: Mel Huie, Planning Dept.

FACTUAL BACKGROUND AND ANALYSIS

Restoration of degraded natural areas is a priority activity of the Greenspaces Master Plan. The Metropolitan Greenspaces Program has outlined a four phase approach to identify, map, protect, preserve and acquire natural areas in the region. Phase 3 specifically calls for the program to carry out restoration and enhancement projects in wetlands, along stream corridors and riparian areas, and in upland sites. Funding for the restoration projects comes from a \$250,000 grant from the U.S. Fish and Wildlife Service.

On May 14, 1992, the Metro Council passed Resolution No. 92-1609 which established program guidelines, funding criteria and an application kit. The Chair of the Metropolitan Greenspaces Policy Advisory Committee organized a review and selection committee to accept grant applications and to make funding recommendations to the Executive Officer and the Council as to which proposals should be funded.

A committee comprised of three Metro Councilors (Devlin, McFarland, Hansen), Metro staff from the Planning Department, one member from the Greenspaces Policy Advisory Committee, one member from the Greenspaces Technical Advisory Committee, one citizen representative, and staff persons from the U.S. Fish and Wildlife Service, the Oregon Division of State Lands, Oregon Department of Fish and Wildlife, and Oregon Parks and Recreation Department met four times during August, September and October to review proposals. Included in that process were field visits to all of the sites and personal interviews with the applicants. Councilor Devlin served as chair of the committee.

Eighteen new proposals and one amended proposal from the first year of the program were submitted to Metro for funding during the second year of the program. Ten projects were recommended for funding and approved by the Metro Council on October 8, 1992. The other eight proposals and one amended proposal were resubmitted to the review committee in October. The review committee evaluated the written proposals, conducted field visits to the sites, and interviewed each project manager twice. In addition, a technical subcommittee of the entire review committee also met with the project managers to assist them to revise their proposals to better meet the guidelines of the Greenspaces Restoration Program. The committee is recommending funding for nine more restoration projects.

- Funding recommendations of the committee are listed in Exhibit A hereto.
- Total funding from Metro for the nine restoration projects shall not exceed

\$138,388.

- Metro staff will work with local project managers to monitor and evaluate the projects throughout the project work period. Projects are to be completed by March 31, 1994.
- A final report of the restoration projects will be published by December 31, 1994. The projects will serve as models to other communities as innovative ways to restore and enhance urban wetlands, streams, riparian corridors, and upland sites.
- Each funded project will have a sign at the site documenting that Metro and the U.S. Fish and Wildlife Service were financial sponsors. Events to educate the public about the Metropolitan Greenspaces Program will occur at each site during the project work period. Metro staff will notify the governing bodies of each of the projects about Metro's financial support.
- Metro has applied to the federal government for funding the Greenspaces restoration and enhancement grant program for a third year. The federal allocation for the program will be approximately \$200,000. The FY 93 budget should be signed by the President this fall or early winter.
- Planning staff will update and improve this year's application kit so government agencies and nonprofit organizations will have more time to apply for next year's grants (if funding becomes available).

EXECUTIVE OFFICER RECOMMENDATION

The Executive Officer recommends adoption of Resolution No. 92-1701.




METRO

2000 S.W. First Avenue
Portland, OR 97201-5398
503/221-1646

Memorandum

DATE: November 16, 1992

TO: Metro Council
Executive Officer
Interested Staff

FROM: Paulette Allen, Clerk of the Council 

RE: METRO COUNCIL ACTIONS OF NOVEMBER 12, 1992 (REGULAR MEETING)

COUNCILORS PRESENT: Presiding Officer Jim Gardner, Deputy Presiding Officer Judy Wyers, Roger Buchanan, Tanya Collier, Richard Devlin, Ed Gronke, Sandi Hansen, Ruth McFarland, Susan McLain, Terry Moore, George Van Bergen and Ed Washington. COUNCILORS ABSENT: None.

AGENDA ITEM

ACTION TAKEN

1. INTRODUCTIONS

Councilor Washington introduced Councilors-Elect Gates, Kvistad and Monroe.

2. CITIZEN COMMUNICATIONS TO THE COUNCIL ON NON-AGENDA ITEMS

None.

3. EXECUTIVE OFFICER COMMUNICATIONS

3.1 Briefing on Region 2040

Andy Cotugno, Director of Planning, and Ken Gervais, Senior Management Analyst, gave staff's briefing on Region 2040.

3.2 Briefing on Metro Headquarters Project

Neil Saling, Director of Regional Facilities, and Berit Stevenson, Project Manager, gave staff's report.

4. CONSENT AGENDA

4.1 Minutes of October 8, 1992

4.2 Resolution No. 92-1698, For the Purpose of Confirming the Reappointment of Bonnie Kraft to the Investment Advisory Board

Adopted (Devlin/Hansen; 12-0 vote). Councilor McFarland stated her vote on Resolution No. 92-1494C at the October 10, 1991, Council meeting was incorrectly recorded as an aye vote and requested the record be changed to reflect her nay vote on the resolution.

(Continued)

5. ORDINANCES, FIRST READINGS

- 5.1 Ordinance No. 92-473, For the Purpose of Amending Metro Code Sections 5.02.015 and 5.02.065, Relating to Disposal Charges at Metro Facilities, and Declaring an Emergency

Presiding Officer Gardner noted Ordinance No. 92-473 was first read at the October 22 Council meeting and had been scheduled for first reading again in error. He noted the Solid Waste Committee would consider the ordinance at its November 17 meeting.

6. RESOLUTIONS

- 6.1 Resolution No. 92-1702, For the Purpose of Accepting a Second Group of Nominees to the Metro Committee for Citizen Involvement (CCI)
- 6.2 Resolution No. 92-1682, For the Purpose of Designating the New Metro Headquarters Building as "Metro Regional Center"
- 6.3 Removed from the agenda.
- 6.4 Resolution No. 92-1686, For the Purpose of Entering into a Multi-Year Contract with the Most Qualified Proposer by Authorizing Issuance of a Request for Proposals for a Comprehensive Waste Stream Characterization Study
- 6.5 Resolution No. 92-1678, For the Purpose of Recognizing the Model Illegal Dumping Ordinance as Meeting the Requirements of Chapter Four of the Regional Solid Waste Management Plan
- 6.6 Resolution No. 92-1695, For the Purpose of Adopting the Recreation Master Plan for Smith and Bybee Lakes Management Area
- 6.7 Resolution No. 92-1701, For the Purpose of Funding Greenspaces Projects to Restore and Enhance Urban Wetlands, Streams, and Riparian Corridors, and Upland Sites
- 6.8 Removed from the agenda.

Adopted (Moore/Devlin; 10-0 vote).

Adopted (Washington/Hansen; 11-0 vote).

Adopted (Wyers/Hansen; 11-0 vote).

Adopted (Wyers/Hansen; 11-0 vote).

Adopted (McLain/Hansen; 11-0 vote).

Adopted (McLain/Devlin; 11-0 vote).

7. COUNCILOR COMMUNICATIONS AND COMMITTEE REPORTS

1) Councilor Van Bergen noted his November 9 memo, "Performance Audit with Specific Scope of Work," and said the Contracts Division would be audited this year; 2) Councilor Hansen reminded Councilors to check "pink" meeting actions sheets carefully for vote accuracy; 3) Presiding Officer Gardner noted Council Administrator Don Carlson's November 12 memo, "List of Immediate Council Actions to Implement the Charter" and the Council discussed and scheduled dates to review Charter issues; and 4) Presiding Officer Gardner noted his November 12 memo, "Consolidation Agreement Amendments," and the Council discussed negotiations between the City of Portland and the Trail Blazers/Oregon Arena Corporation.



METRO

2000 S.W. First Avenue
Portland, OR 97201-5398
503/221-1646

Memorandum

METRO COUNCIL
Nov. 12, 1992
Agenda Item 3.2

DATE: November 12, 1992

TO: Metro Council

FROM: Neil Saling, Director of Regional Facilities *NS/ama*

SUBJECT: Metro Regional Center - Space & Cost Considerations

This Staff Report supplements my memorandum to you of 30 October 1992 and incorporates an update of my informal comparison of unit costs provided to Councilor Devlin (Enclosure 1) and my response to questions posed by Councilor Wyers (Enclosures 2 and 3). Further, it responds to the discussion and questions raised during the 10 November 1992 Regional Facilities Committee meeting.

Space Considerations

In preparation for a decision by Metro to satisfy its future facility needs, the architectural firm of BOOR/A prepared a space program based upon charettes and interviews with departmental staff. The BOOR/A requirement was 62,985 square feet. The shortcoming of the BOOR/A program was the lack of provision for halls, restrooms, stairwells, elevators and loading docks and a significant understatement of lobby space.

The old Sears Building, purchased by Metro for renovation, contains 199,325 square feet on four floors or 202,925 square feet with the inclusion of the annex on a fifth level which previously housed mechanical equipment. The Hoffman/TVA-Cole team, selected as Metro's design-build contractor, proposed 79,412 square feet of "net rentable" space on three floors and the tower and 117,216 square feet of parking (202 spaces) on the basement and first floor levels. They also offered an option of building out 5024 square feet of "future commercial" space on the first floor for Metro's consideration. The proposed configuration of the building permitted a modest increase in office space over the BOOR/A program (4000 sf), a somewhat greater increase (4600 sf) in shared space (daycare, Council Chambers, fitness area), and a significant increase in the common space as described above (13,590 sf).

Metro elected to build out the "future commercial" space on the first floor early in the project. In June, Metro also decided to develop the annex into office space. These changes raised the "net rentable" space within the building to 88,086 square feet.

Actions by the City Design Commission have also impacted the total space availability. These changes included the creation of space for "commercial opportunities" on the first floor (3500 sf) and similar "commercial opportunities" on the north plaza (1850 sf). While the former is within the original gross square footage, the latter is not. Thus, the present total gross building space is 204,775 square feet with 89,936 square feet of "net rentable" space.

Unit Costs

The total project cost was set at \$23,627,906 in the January 1, 1992 budget. This included \$22,974,906 in bond proceeds and \$653,000 in estimated interest earnings. This amount included financing, parking structure and furniture, fixtures and equipment (FF&E) costs as well as building costs. Proportionately, 78.5% of the total costs were allocable to the building based upon the initial cost estimates. This provided a gross building cost of \$18,547,903 and a gross parking structure cost of \$5,080,003. Based upon the gross square footage of the building at that time, the total unit cost was \$98.07 per square foot. The parking structure total unit cost, based on 470 stalls was \$10,808 per stall. If financing costs are not considered, the initial unit project costs were \$76.33 per square foot and \$8866 per stall respectively.

Since the initial budget, the actual expenditure of funds has shifted the unit costs somewhat. The projected interest earnings have not materialized reducing the total project budget by \$81,511 to \$23,546,395. At the same time, there have been additions to the budget such as the FinAnswer loan which have added \$447,000 to the total budget. Thus, total funds now available are estimated to be \$23,993,395.

Expenditures on the building are now expected to constitute an 81.1% share of the project costs or \$19,458,643. The parking structure share of the total costs is estimated to be \$4,534,752.

The gross space under renovation has also changed to 204,775 square feet as discussed above. The total unit cost for the building is now \$95.02 per square foot and the total unit cost of the parking structure is \$9648 per stall. Omitting financing costs reduces these unit costs to \$78.32 per square foot and \$7952 per parking stall.

Councilor Gronke has specifically requested that the unit cost of the project be calculated based on the office space only. This cost would be \$266.78 per square foot. This figure should be used with caution as it allocates both the parking structure costs as well as the internal parking space costs to the office space.

Operating Costs

Annual operating cost, computed on a dollars per square foot per year basis, include two primary cost components: debt service and cost of operations, e.g. utilities, maintenance, etc. Metro's current operating costs approximate \$15.50 per square foot in its leased facility. Operating costs are a common measurement used in commercial and office leasing, design and construction. Traditionally, these yardsticks of office cost do not include furniture, fixtures and equipment.

Metro's annual operating cost is estimated to be \$1,723,795. Spreading this amount over the office space results in a cost of \$19.16 per square foot. Reducing this cost by the cost of FF&E for comparison purposes results in a cost of \$17.80 per square foot.

Discussion

Jennifer Sims advised Clackamas County Commissioner Judie Hammerstad in her April 15, 1992 letter that the building unit cost was \$82.24 per square foot and the parking structure cost was \$7870 per stall. She also indicated that the initial operating cost was estimated at \$16.17 per square foot. Staff has carried these estimated costs forward in its bi-weekly status reports to the Council to the present. These unit costs reflected a proportionate share of costs between the building and the parking structure similar to that which is now developing (then 80.9% building, 19.1% parking garage versus now 81.1% building, 18.9% parking garage). The current rate is lowered by the increased building space renovated (204,775 square feet versus 190,700 square feet). All these calculations exclude financing costs.

Operating costs of \$16.17 per square foot have increased to \$17.80 per square foot based primarily upon a more accurate determination of office space. Earlier estimates utilized 95,700 square feet of office space as opposed to the most recent figure of 89,936 square feet.

The basic debt service cost, after credits, is \$13.60 per square foot. Estimates to date, including those above, have utilized an annual operations cost of \$501,000, or \$5.57 per square foot. Estimates developed during the due diligence period placed operations costs at approximately

\$4.00 per square foot. This would place the total operating cost at about \$17.60 per square foot, or about \$16.24 per square foot without inclusion of FF&E cost.

Summary

The gross area of the new Metro Regional Center has grown by 2.7% based upon the development of the Annex and the City requirement for a "commercial opportunity" on the North Plaza. The net rentable space has increased by 13.3% based upon the build out of the above two spaces and a 5024 square foot space upon the first floor. The impact of the expansion within the building is to permit departmental expansion capability without building into the present internal parking area. The impact of the "commercial opportunity", mandated by the City Design Commission, is a significant reduction in available contingency funds.

The present estimate of unit cost of the building, including all costs, is \$95.02 per square foot. If financing costs are excluded, the estimated unit cost is \$78.32 per square foot. This latter cost is comparable to the \$82.00 per square foot which has been carried in Project Status Reports. Staff is attempting to obtain comparable unit cost figures for construction of other government office facilities.

Present estimates of operating cost exceed the original goal of \$16.50 per square foot. As debt service costs are fixed at approximately \$13.60 per square foot, the ultimate total cost to Metro departments will be governed by the efficiency of building operations. The present figures place the office at the high end of Class B office space.

cc: Rena Cusma
Dick Engstrom
Jennifer Sims
Berit Stevenson
Glenn Taylor

Enclosures (3)

METRO REGIONAL CENTER - UNIT COSTS

- BUDGET (as of November 5, 1992)

Bond/Interest Funds Available		\$23,546,395
Added Funds		<u>422,000</u>
Total Funding		23,968,395
Financing Costs		<u>4,217,462</u>
Project Funding		19,751,233
Real Estate Costs		(5,506,456)
Project Management Costs		(663,227)
Furniture, Fixtures, Equipment		(1,225,000)
Telephone/Data Wiring		<u>(110,000)</u>
Total Construction Costs		\$12,246,550
Original Building Construction Cost		9,364,000 (77%)
Original Parking Structure Construction Cost		991,000 (8%)
Original Contingency (Including Added Funds)		1,891,550 (15%)

- SPACE

Original Building Gross Space		199,325 sf
Original Rentable Space		79,412 sf
Original Internal Parking		117,216 sf
Present Rentable Space		89,936 sf
Present Internal Commercial Space		3,500 sf
Present Internal Parking		108,692 sf
Present Building Total Space w/ Annex		204,775 sf

- UNIT COST COMPUTATION EXAMPLES
 - Example 1:

Total Cost		\$23,968,395
Total Space		199,325sf
Unit Cost		\$120/sf

Comment: Ignores cost of garage structure and difference between office space and internal parking

 - Example 2:

Total Cost		\$23,968,395
Original Office Space:		79,412sf
Unit Cost:		\$301/sf

Comment: Ignores cost of both internal and external parking.

- Example 3:

Original Building Construction Cost	\$9,364,000	
Total Space	199,325 sf	
Unit Cost	\$47/sf	

Comment: Overstates internal parking costs and ignores changes to date.
- Example 4:

All Costs Less Financing	\$19,751,233	
Total Building Space	199,325 sf	
Unit Cost	\$99/sf	

Comment: Does not recognize parking structure cost.
- Example 5:

All Costs Less Financing	\$19,750,233	
Original Parking Structure Cost	3,591,000	(23%)
Original Building Cost	11,914,000	(77%)
Building Share of All Costs	15,208,449	
Total Building Space	199,325 sf	
Unit Cost	\$76/sf	

Comment: Allocates some office space cost to internal parking.
- Example 6:

All Costs Less Financing	\$19,751,233	
Building Share of All Costs	15,208,449	
Original Core and Shell Cost	7,541,000	(80%)
Original Tenant Improvement Cost Share	1,800,000	(20%)
Cost Share of Core and Shell (C&S)	12,166,759	
Cost Share of Tenant Improvements (TI)	3,041,690	
Unit Cost C&S	\$61/sf	
Unit Cost TI	\$34/sf	
Unit Cost Parking	\$61/sf	
Unit Cost Offices	\$95/sf	

Comment: More accurate but is greater than construction unit cost and does not reflect cost shift to TI.
- Example 7:

Construction Cost	\$12,246,550	
Estimated Parking Structure Construction Cost	871,448	(7%)
Estimated Building Construction Cost	11,205,928	(93%)
Building Share of Cost	11,362,894	
Building Gross Square Feet	204,775	
Unit Cost	\$55/sf	

Comment: Reflects total building construction cost, but shifts some TI costs to parking space.

• Example 8:

Building Construction Cost Share	\$11,362,894	
Core and Shell Cost Estimate	7,807,000	(76%)
Tenant Improvement Cost Estimate	2,520,000	(24%)
C&S Share of Cost	8,635,799	
TI Share of Cost	2,727,095	
Unit Cost C&S	\$42/sf	
Unit Cost TI	\$30/sf	
Unit Cost Parking	\$42/sf	
Unit Cost Offices	\$72/sf	

Comment: Probably most accurate determination of unit cost of construction, but requires explanation.

As can be seen from the above, the unit costs are subject to the following:

- 1) Scope of costs included
- 2) Breakout of cost shares for building and parking structure
- 3) Breakout of cost shares for core and shell and tenant improvements in building
- 4) Original vs. current splits of cost shares



METRO

Memorandum.

2000 S.W. First Avenue
Portland, OR 97201-5398
503/221-1646

ENCLOSURE 2

DATE: November 10, 1992
TO: Neil Saling, Regional Facilities Director
FROM: Councilor Judy Wyers
RE: Metro Headquarters Project

I have some questions regarding the status of the budget for the Metro Headquarters project.

1. Advisory Committee

What was the basis for establishing the advisory committee, and what are its ground rules or scope of authority? What specific advice has the committee given to you or the Executive Officer? Has the committee made recommendations on individual aspects of the project, such as increase in space that have been approved? Are there minutes of their meetings that I could review?

2. Space Increases

Who determined that Metro needed more space in the building above the 63,000 square feet recommended in BOOR/A's original space plan? Who determined that Metro needed to add another 8600 square feet represented by the additions to the Grand Avenue level and the penthouse addition? Who authorized the increases in space, and what was the justification? What has been the Executive Officer's role in these decisions?

3. Unit Cost

You have drafted a report entitled "Metro Regional Center - Unit Costs," which gives eight examples of how to calculate the cost per square foot of constructing the building. Those costs range from \$47 to \$301 per square foot, with your "most accurate" determination being \$74/square foot for the office building and \$43/square foot for the garage. If Councilors were asked what is the cost per square foot for constructing this building, would you advise them to use the "most accurate" numbers or would you advise that we use another figure?



METRO

2000 S.W. First Avenue
Portland, OR 97201-5398
503/221-1646

Memorandum

ENCLOSURE 3

DATE: November 10, 1992
TO: Councilor Judy Wyers
FROM: Neil Saling, Regional Facilities Director
SUBJECT: Metro Regional Center Costs

The following responds to your memorandum to me dated November 10, 1992, subject: Metro Headquarters Project.

1. Advisory Committee

The Advisory Committee was established by the Executive Officer to provide citizen input to the project. Their role has been to provide advice to the staff and the Executive Officer on any aspect of the project in which they saw room for improvement or anticipated problems. The primary thrust of their comments has been avoidance of a negative public reaction such as occurred with the State Archives Building.

The committee recommended abandoning or "land-banking" the tower development and/or not utilizing the space for employee break areas. This was rejected as the tower development was a key desirable feature in the design selection. The space is best utilized as shared space, e.g. conference rooms or break areas. The committee also recommended retaining the columns in the Council Chamber. That recommendation was also rejected. The committee recommendations on reduction of natural wood paneling have been implemented. The committee was briefed on the decisions to develop added space, but did not participate in those decisions.

No formal minutes of the meetings with staff or with the Executive Officer have been kept.

2. Space Increases

The BOOR/A space program was not building specific and did not include any common building space, such as lobbies, hallways, stairwells, restrooms, loading docks and elevators. The development of that space alone added approximately 15,000 square feet in the

Sears building. The Hoffman/TVA plan accepted by the jury included 79,412 square feet of "rentable space" which included these common building spaces.

Hoffman/TVA included a proposal to add 5024 square feet of space on the Grand Avenue level as a part of their original proposal. By Change Order, Metro improved the area from vacant space without utilities to an area ready for TI finishes. At the time of the Change Order, the space was earmarked for the MERC staff. The cost (\$23/square foot) was justified at that stage of space planning and with the projected new Metro missions on the horizon.

The development of the roof annex was initiated to make maximum use of available space without further expansion into the internal garage area. The expansion was cost effective to accomplish during construction as opposed to future expansion. The annex is planned to house the Regional Facilities staff.

The net impact of these expansions is to provide vacant space for expansion within departmental boundaries. This space permits expansion by the departments without consuming added parking space. (The goal was to provide a minimum of two years' growth.)

The Executive Officer endorses the decisions to provide the added space.

3. Unit Cost

The informal summary of unit cost computations prepared for Councilor Devlin was provided to illustrate how the costs could vary based on the underlying assumptions. The unit cost of \$82 per square foot (\$100 per square foot if financing costs are included) has appeared in staff reports since April 1992 and remains a fair estimate. This cost approximates Example 5 in my informal summary. The final cost should be close to \$80 per square foot for the building encompassing both office space and parking space.

It should be made very clear that these are project unit costs. A more common unit cost is based upon construction cost. This unit cost approximates \$51 per square foot which compares favorably with other similar unit costs for government facilities.