

BEFORE THE BOARD OF COUNTY COMMISSIONERS
FOR MULTNOMAH COUNTY, OREGON

RESOLUTION NO. 05-076

Approving the East County Justice Facility Project Proposal and Directing Preparation of Project Plan

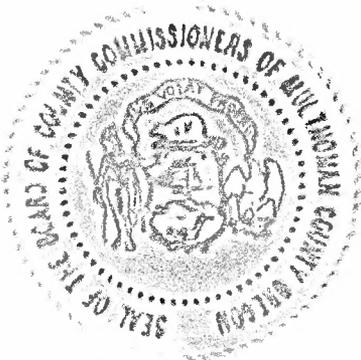
The Multnomah County Board of Commissioners Finds:

- a. In accordance with resolution 05-031 and FAC 1 procedures, Facilities and Property Management completed a Project Proposal for an East County Justice Facility.
- b. Facilities and Property Management concurs with the East County Justice Facility Work Group and the Courthouse Blue Ribbon Steering Committee and is recommending the County move forward with the creation of an East County Justice Facility in Gresham.
- c. The Project Proposal examined the viability of the East County Justice Facility Work Group's concept by analyzing the costs, feasibility, and risks involved in the project.
- d. The report concludes that the benefits outweigh the risks involved which merits the advancement of the project to the next level of planning, development of a Project Plan.

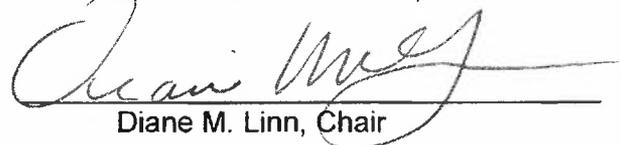
The Multnomah County Board of Commissioners Resolves:

1. The attached East County Justice Facility Project Proposal is approved.
2. Facilities and Property Management Division, in cooperation with The East County Justice Facility Work Group, and the Public Affairs Office, is directed to proceed with the creation of a Project Plan in compliance with FAC-1 procedures and submit the Project Plan to the Board for review no later than October 2005.

ADOPTED this 12th day of May, 2005.

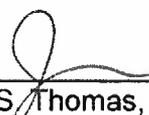


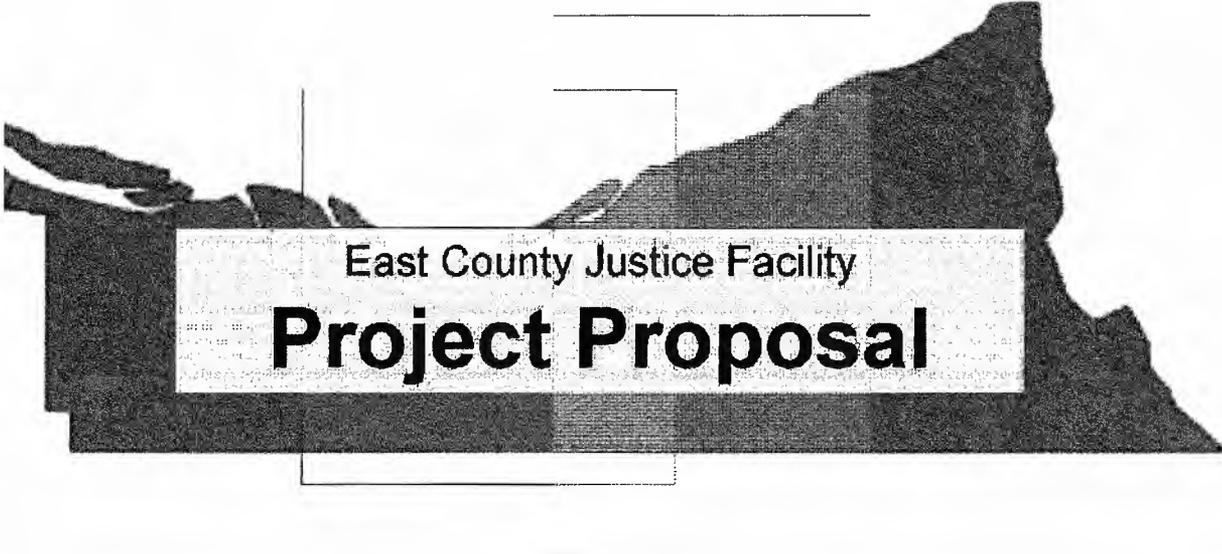
BOARD OF COUNTY COMMISSIONERS
FOR MULTNOMAH COUNTY, OREGON


Diane M. Linn, Chair

REVIEWED:

AGNES SOWLE, COUNTY ATTORNEY
FOR MULTNOMAH COUNTY, OREGON

By 
John S. Thomas, Assistant County Attorney



East County Justice Facility
Project Proposal

Prepared by:
Facilities & Property Management Division
May 2005



Asset Management Section
Facilities & Property Management Division
Department of Business and Community Services
Multnomah County, Oregon

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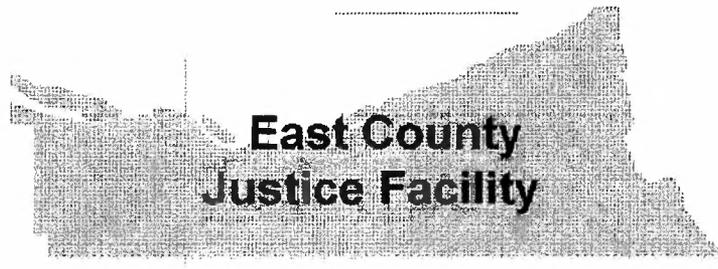
Project Timeline

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Resolution 05-031
Planning Process Overview



Main Principles –

Create

a public facility that increases service value to East County communities.

- Build a facility to meet 15 - 25 year public safety needs
- Increase courtrooms from 1 to 4 to alleviate current court backlog
- Increase Security functions to provide a safer facility
- Increase Court Clerk functions to provide wider range of services

Integrate

associated functions that combine services and create cost efficiencies

- Bring together complementary public safety functions that protect County residents

Focus

on cost saving potential in all aspects of project

- Establish a budget for a basic fundamental building
- Provide cost savings in all aspects of design and construction

Share

financial burden

- Establish partnerships for cost sharing potential
- Create no additional tax burden for taxpayers

Develop

facility to enhance wider community landscape

- Position facility on a major mass/bus transit route
- Design towards high environmental standards
- Provide design that improves neighborhood streetscape

Plan

for long-term phase-able development opportunities

- Create a master plan to accommodate an additional 25 years capacity

Introduction:

With approval of Resolution 05-031, Multnomah County's Facilities and Property Management was directed to proceed with creation of a Project Plan for an East County Justice Facility in accordance with FAC-1 procedures.

Whereas the Preliminary Planning Proposal explored the idea or concept of an East County Justice Facility, the Project Proposal is designed to examine the realities of achieving that goal and test the viability of the project. This second chapter in the County's three step process focuses on the financial elements, risks, and completion potential of the project.

This Project Proposal is being presented to the Board of County Commissioners for consideration. Approval will allow the East County Justice Facility Work Group and Multnomah County's Facilities and Public Affairs Office to initiate the final planning step, a Project Plan. The plan will concrete the concept, initiate the County's formal siting process, and answer all the remaining questions.

Recommendation:

Facilities and Property Management concurs with the goals and concept presented in the Preliminary Planning Proposal. After substantial in-depth analysis, **Facilities has concluded that an East County Justice Facility has the potential to meet or exceed all the set goals, the project benefits outweigh the disadvantages, and although there are risks involved they are proportionate to the project impact. Therefore, Facilities is recommending the Project Proposal be approved so the process can move to the final planning step.**

In addition to proceeding with the process, Facilities is recommending an additional dimension be added to the concept to solidify the three goals not clarified in the Preliminary Planning Proposal. Facilities found that previous recommendations, the project goals, and building functions, all pointed to **a fundamental, functional, basic building versus a more elaborate structure.** This element places the emphasis on policy compliance and advocates for cost effective construction and project delivery methods rather than concentrating on building significance.

On the following page is a listing of design criteria that sets the stage for the project to meet all the stated goals. It is important to state this information so that as the concept evolves into the design and construction phases the goals remain the focus for all the decisions regarding the project.



East County Justice Facility

Design Goals -

High Performance Energy Efficient 50 year Building
Functional without being ornate
LEED Silver Certification

Emphasis on:

Neighborhood Compatibility
Separate Circulation for Public & Staff
Natural Lighting
Use of Recyclable Products
Future Expansion Capability (18,000 sq ft Bldg & Parking Garage)

Building Basics -

Site: 4 Acres
Within City of Gresham

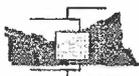
Occupants: State of Oregon Judicial Department = 36,000 sq ft
County Sheriff - Law Enforcement = 20,000 sq ft
City of Gresham Police = 12,000 sq ft (Alternate #1)
County Information Technology = 2,000 sq ft (Alternate #2)

Building Classification: 56,000 - 70,000 sq ft Office Bldg - Up to three stories
Special Features:
Woodwork & Casework for (4) courtrooms
Lobby Security Equipment
(2) Locker Rooms w/showers
(4) temporary holding cells w/toilets
Portion of parking - secure with perimeter fencing

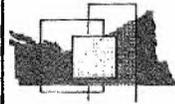
Construction Method: CMGC - Gross Maximum Price Contract

Potential Building Elements: *
Foundation - Spread footings with a reinforced slab on grade
Building structure - Concrete Tilt Up Panels w/connections to foundation
Facade - TBD
Roof - 50 year flat high reflectant, low emissivity roof, 40% green roof
Mechanical - Central Distributed System
General Finishes - County Standard = focus on recycled content
Ceiling = Dropped T-Bar
Walls = Painted Gyp Board
Floors = Carpet tiles, Linoleum, Bamboo
Base = Wood/MDF Painted
Doors = MDF Painted
Lighting = Natural, Luminaire
Landscaping - Native Vegetation requiring no irrigation

**Examples Only - Actual elements may vary with completed design*



Facilities and Property Management



Viability

Date:
May 2005

Rev Date:

Scale: N/A

Scope:

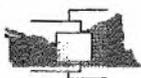
In the Preliminary Planning Proposal the East County Justice Facility Work Group provided a scope for a 56,000 sq ft base building and one 12,000 sq ft alternate. They reached their conclusion by incorporating East County public safety spatial needs into the original courthouse recommendation provided by the Courthouse Blue Ribbon Steering Committee.

Facilities, in compliance with FAC -1 policy, took the analysis one step farther by examining County functions outside of East County to see if there were additional needs that could be met with a new building. Our research uncovered approximately 2,000 sq ft of computer server space that could require placement as part of the County's disposition plan. The East County Justice Facility is one of several sites being considered for the IT space, so Facilities is adding the space as a second alternate.

This evolution of the scope now includes a base building and two alternates that create four separate scenarios. A 56,000 sq ft base building, a 68,000 sq ft building (Base + Alternate #1,) a 58,000 sq ft building (Base + Alternate #2,) and a 70,000 sq ft building (Base + both alternates.)

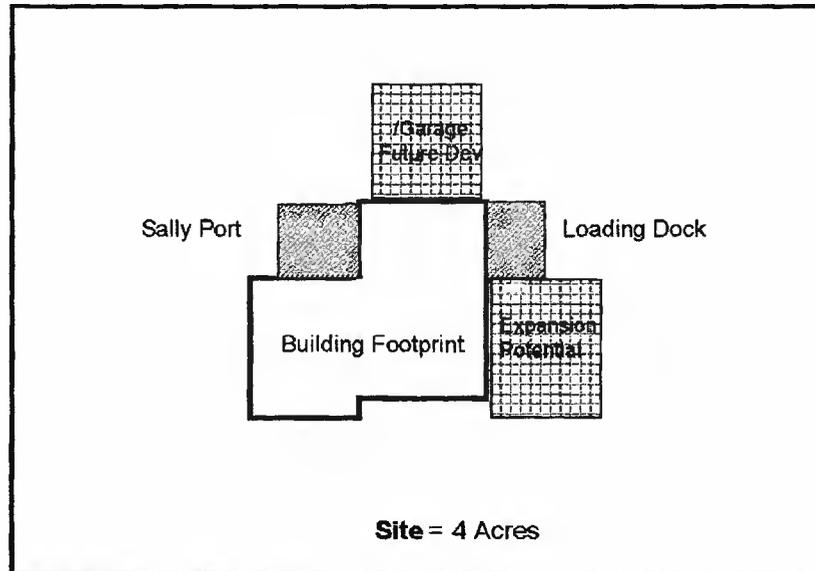
The intent of this Project Proposal is to determine viability. In order to accomplish that goal, Facilities produced a basic preliminary concept study for each of the project scenarios. These are not to be confused with actual design but were created to visualize, layout, and estimate the project. The following concept studies are meant to be nothing more than a tool with which to calculate feasibility.

Facilities conclusion: All scenarios are potentially viable. The building mass and parking potential can be accommodated and the preliminary programming reflects adequate space for the functions within the anticipated building sizes.

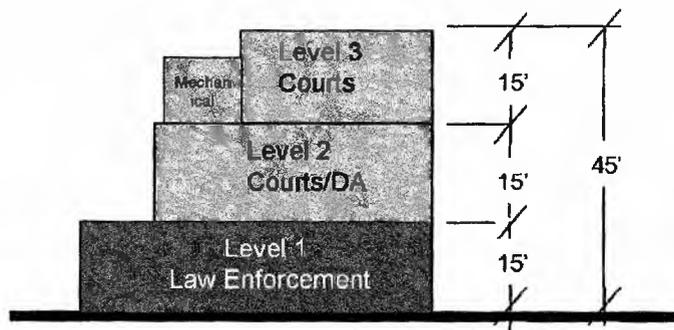


Scenario #1 - Base Building = 56,000 sq ft

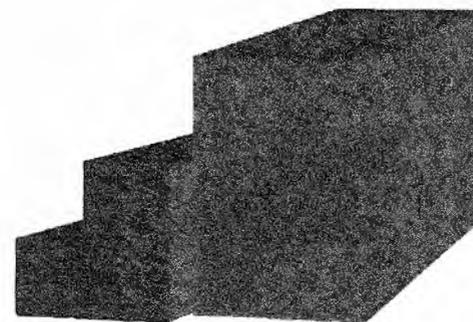
Courts/DA = 36,000 sq ft
Sheriff = 20,000 sq ft



Potential Site Plan

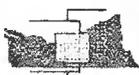


Section



Massing Study

All massing studies and diagrams are abstract/conceptual in nature and not to scale



Basic Preliminary Programming: 56,000 sq ft

(Note - Spaces may change, combine, or modify during design phase)

Courts:

(4) Courtrooms (1,400 sq ft each) =	5,600 sq ft
(4) Judicial Offices (350 sq ft each) =	1,400 sq ft
(4) Jury Rooms w/restroom (450 sq ft each) =	1,800 sq ft
(1) Jury Assembly Room =	1,000 sq ft
(2) meeting rooms (250 sq ft each) =	500 sq ft
Court Clerk Office Space=	2,500 sq ft
Court Administration Office Space =	2,000 sq ft
Staff Support (Break, copy room, etc) =	500 sq ft
Storage =	300 sq ft

DA:

(4) Attorney meeting rooms (200 sq ft each) =	800 sq ft
Office Space =	3,000 sq ft
Staff Support (break, copy room, etc) =	150 sq ft
Storage =	200 sq ft

Sheriff:

Lobby Security Screening & Support station =	700 sq ft
Gun License/Alarm counter	150 sq ft
(4) temporary holding cells w/toilet =	200 sq ft
Temporary holding processing space =	600 sq ft
Office Space =	9,000 sq ft
(2) Conference Rooms (350 sq ft each) =	700 sq ft
Briefing/Training	700 sq ft
(2) Locker Rooms =	5,000 sq ft
Staff Support (Break, copy room, etc)	500 sq ft
Storage =	500 sq ft

General Space:

Lobby	750 sq ft
Reception area	240 sq ft
Community Meeting Room =	1,800 sq ft
(6) ADA Lobby Restrooms (Men's/Women's each floor 250 sq ft each) =	1,500 sq ft
(8) Staff Restrooms (6 (2) stall at 350 sq ft, 2 single at 350 sq ft each) =	2,600 sq ft

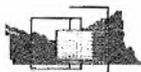
Operational space:

20% Circulation =	9,333 sq ft
(3) Janitor Closets (50 sq ft each) =	150 sq ft
(1) Telecom =	127 sq ft
(1) Server Room =	800 sq ft
(3) Mechanical/Electrical Rooms (300 sq ft each) =	900 sq ft

Building Total 56,000 sq ft

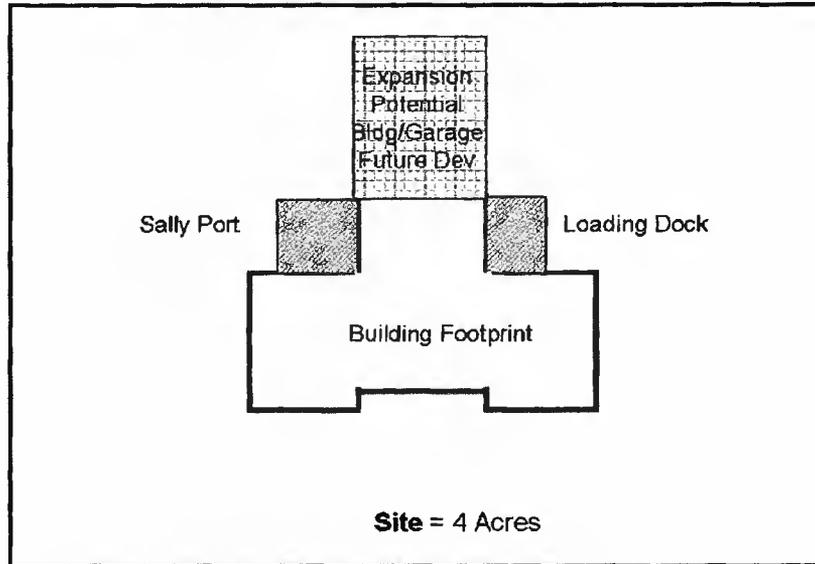
Exterior:

Parking spaces (441 spaces) =	42,336 sq ft
(1) sally port =	500 sq ft
Secure Vestibule	100 sq ft
Loading dock (2 van spaces) =	600 sq ft
Trash/Recycling =	250 sq ft

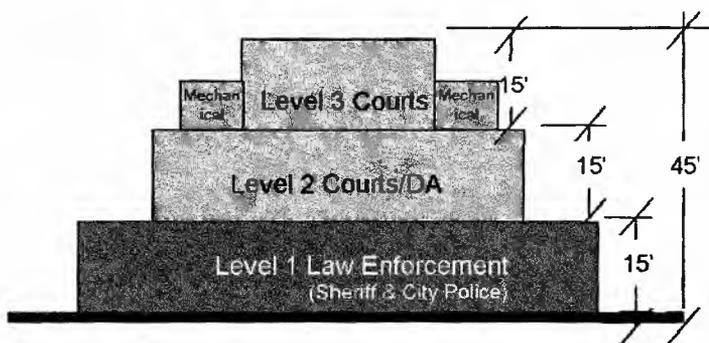


Scenario #2 = 68,000 sq ft

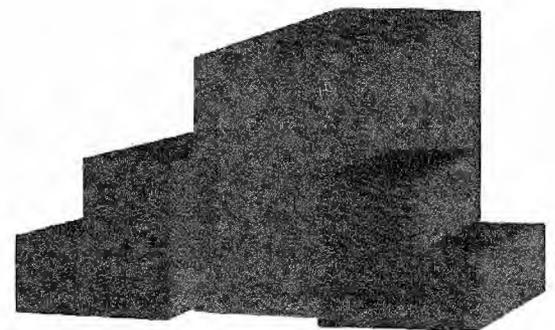
Base Building = 56,000 sq ft
+
Alternate #1
City of Gresham = 12,000 sq ft



Potential Site Plan

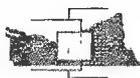


Section



Massing Study

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Basic Preliminary Programming: 68,000 sq ft

(Note - Spaces may change, combine, or modify during design phase)

Courts:

(4) Courtrooms (1,400 sq ft each) =	5,600 sq ft
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(2) meeting rooms (250 sq ft each) =	500 sq ft
Court Clerk Office Space=	2,500 sq ft
Court Administration Office Space =	2,000 sq ft
Staff Support (Break, copy room, etc) =	500 sq ft
Storage =	300 sq ft

DA:

(4) Attorney meeting rooms (200 sq ft each) =	800 sq ft
Office Space =	3,000 sq ft
Staff Support (break, copy room, etc) =	150 sq ft
Storage =	200 sq ft

Sheriff:

Lobby Security Screening & Support station =	700 sq ft
Gun License/Alarm counter	150 sq ft
(4) temporary holding cells w/toilet =	200 sq ft
Temporary holding processing space =	600 sq ft
Office Space =	9,000 sq ft
(2) Conference Rooms (350 sq ft each) =	700 sq ft
Storage =	500 sq ft

City Patrol:

Office Space	7,540 sq ft
(2) Conference Rooms (350 sq ft each) =	700 sq ft
Storage	250 sq ft

Joint Law Enforcement:

Briefing/Training	700 sq ft
(2) Locker Rooms =	5,000 sq ft
Staff Support (Break room, etc)	600 sq ft

General Space:

Lobby	950 sq ft
Reception area	400 sq ft
Community Meeting Room =	1,800 sq ft
(6) ADA Lobby Restrooms (Men's/Women's each floor 250 sq ft each) =	1,500 sq ft
(10) Staff Restrooms (6(3) stall at 400 sq ft, 2 (2) two stall at 350, 2 single at 250 sq ft each) =	3,600 sq ft

Operational space:

20% Circulation =	11,333 sq ft
(4) Janitor Closets (50 sq ft each) =	200 sq ft
(1) Telecom =	127 sq ft
(1) Server Room =	800 sq ft
(3) Mechanical/Electrical Rooms (300 sq ft each) =	900 sq ft

Building Total 68,000 sq ft

Exterior:

Parking spaces (574 spaces) =	55,104 sq ft
(1) sally port =	500 sq ft
Secure Vestibule	100 sq ft
Loading dock (2 van spaces) =	600 sq ft
Trash/Recycling =	250 sq ft



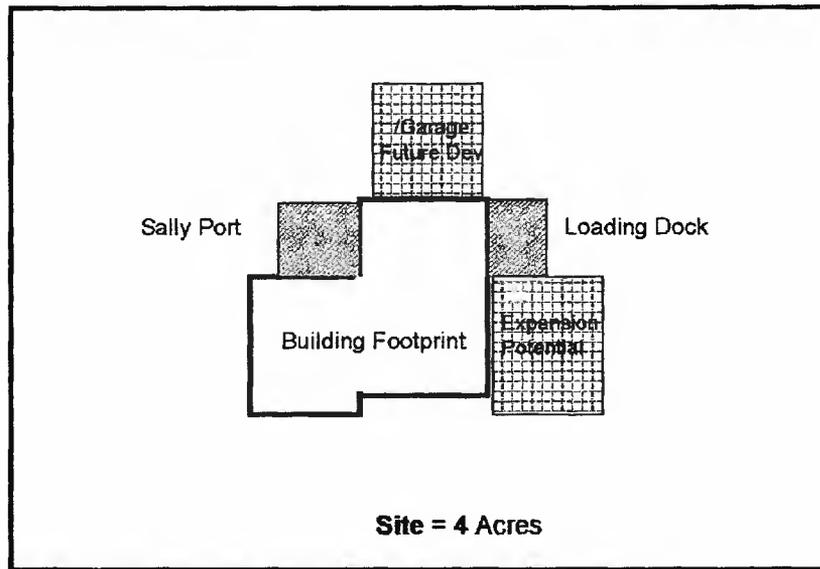
Scenario #3 = 58,000 sq ft

Base Building = 56,000 sq ft

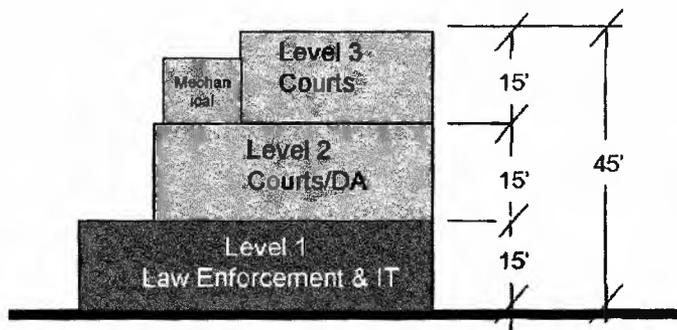
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Alternate #2

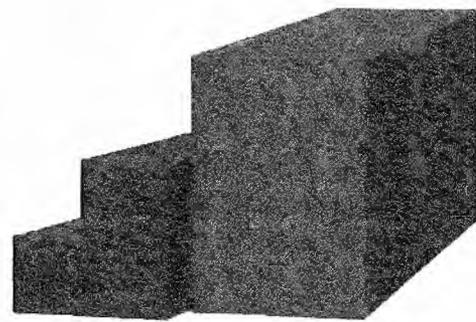
County IT Space = 2,000 sq ft



Potential Site Plan



Section



Massing Study

All massing studies and diagrams are abstract/conceptual in nature and not to scale



Basic Preliminary Programming: 58,000 sq ft

(Note - Spaces may change, combine, or modify during design phase)

Courts:

(4) Courtrooms (1,400 sq ft each) =	5,600 sq ft
(4) Judicial Offices (350 sq ft each) =	1,400 sq ft
(4) Jury Rooms w/restroom (450 sq ft each) =	1,800 sq ft
(1) Jury Assembly Room =	1,000 sq ft
(2) meeting rooms (250 sq ft each) =	500 sq ft
Court Clerk Office Space=	2,500 sq ft
Court Administration Office Space =	2,000 sq ft
Staff Support (Break, copy room, etc) =	500 sq ft
Storage =	300 sq ft

DA:

(4) Attorney meeting rooms (200 sq ft each) =	800 sq ft
Office Space =	3,000 sq ft
Staff Support (break, copy room, etc) =	150 sq ft
Storage =	200 sq ft

Sheriff:

Lobby Security Screening & Support station =	700 sq ft
Gun License/Alarm counter	150 sq ft
(4) temporary holding cells w/toilet =	200 sq ft
Temporary holding processing space =	600 sq ft
Office Space =	9,000 sq ft
(2) Conference Rooms (350 sq ft each) =	700 sq ft
Briefing/Training	700 sq ft
(2) Locker Rooms =	5,000 sq ft
Staff Support (Break, copy room, etc)	500 sq ft
Storage =	500 sq ft

General Space:

Lobby	750 sq ft
Reception area	240 sq ft
Community Meeting Room =	1,800 sq ft
(6) ADA Lobby Restrooms (Men's/Women's each floor 250 sq ft each) =	1,500 sq ft
(8) Staff Restrooms (6 (2) stall at 350 sq ft & 2 single at 250 sq ft each) =	2,600 sq ft

Operational space:

20% Circulation =	9,667 sq ft
(3) Janitor Closets (50 sq ft each) =	150 sq ft
(1) Telecom =	127 sq ft
(1) Server Room =	2,466 sq ft
(3) Mechanical/Electrical Rooms (300 sq ft each) =	900 sq ft

Building Total 58,000 sq ft

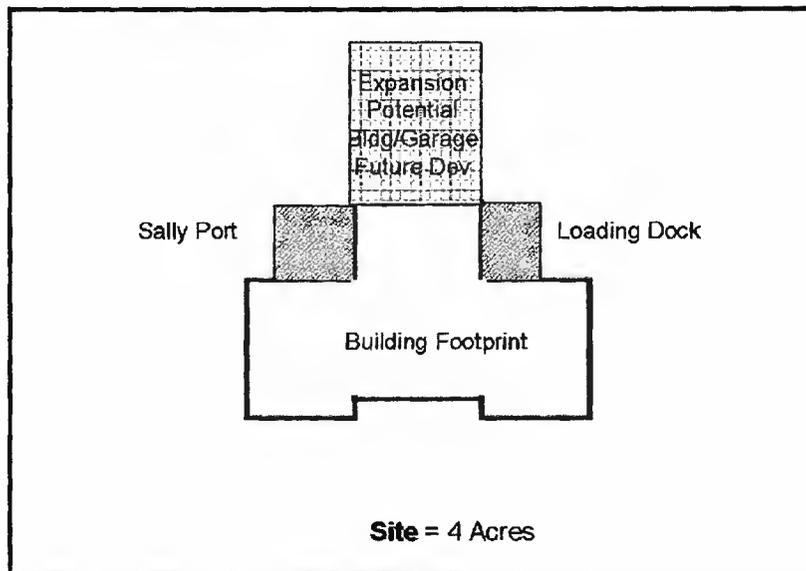
Exterior:

Parking spaces (441 spaces) =	42,336 sq ft
(1) sally port =	500 sq ft
Secure Vestibule	100 sq ft
Loading dock (2 van spaces) =	600 sq ft
Trash/Recycling =	250 sq ft

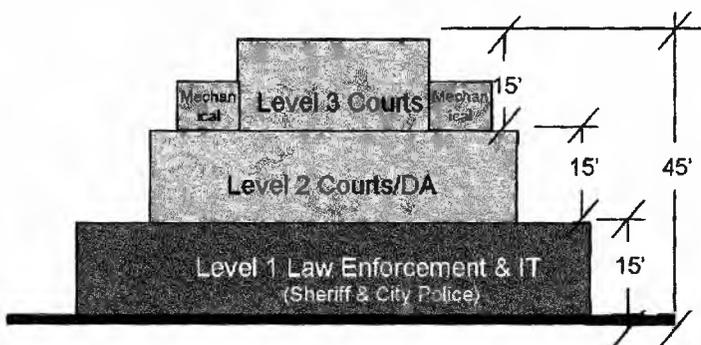


Scenario #4 = 70,000 sq ft

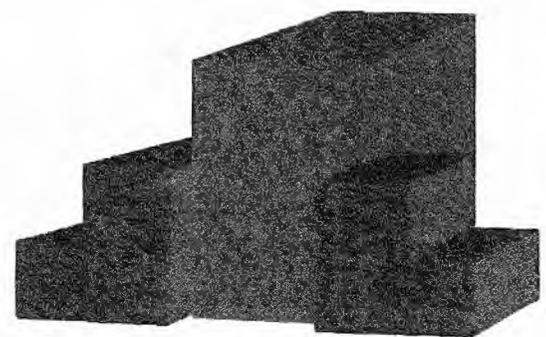
Base Building = 56,000 sq ft
+
Alternate #1 City of Gresham = 12,000 sq ft
+
Alternate #2 County IT Space = 2,000 sq ft



Potential Site Plan



Section



Massing Study

All massing studies and diagrams are abstract/conceptual in nature and not to scale



Basic Preliminary Programming: 70,000 sq ft

(Note - Spaces may change, combine, or modify during design phase)

Courts:

(4) Courtrooms (1,400 sq ft each) =	5,600 sq ft
(4) Judicial Offices (350 sq ft each) =	1,400 sq ft
(4) Jury Rooms w/restroom (450 sq ft each) =	1,800 sq ft
(1) Jury Assembly Room =	1,000 sq ft
(2) meeting rooms (250 sq ft each) =	500 sq ft
Court Clerk Office Space=	2,500 sq ft
Court Administration Office Space =	2,000 sq ft
Staff Support (Break, copy room, etc) =	500 sq ft
Storage =	300 sq ft

DA:

(4) Attorney meeting rooms (200 sq ft each) =	800 sq ft
Office Space =	3,000 sq ft
Staff Support (break, copy room, etc) =	150 sq ft
Storage =	250 sq ft

Sheriff:

Lobby Security Screening & Support station =	700 sq ft
Gun License/Alarm counter	150 sq ft
(4) temporary holding cells w/toilet =	200 sq ft
Temporary holding processing space =	600 sq ft
Office Space =	9,000 sq ft
(2) Conference Rooms (350 sq ft each) =	700 sq ft
Storage =	500 sq ft

City Patrol:

Office Space	7,540 sq ft
(2) Conference Rooms (350 sq ft each) =	700 sq ft
Storage	250 sq ft

Joint Law Enforcement:

Briefing/Training	700 sq ft
(2) Locker Rooms =	5,000 sq ft
Staff Support (Break room, etc)	600 sq ft

General Space:

Lobby	950 sq ft
Reception area	400 sq ft
Community Meeting Room =	1,800 sq ft
(6) ADA Lobby Restrooms (Men's/Women's each floor 250 sq ft each) =	1,500 sq ft
(10) Staff Restrooms (6 (3) stall at 400 sq ft & 2 (2) stall at 350 sq ft each & 2 single at 250) =	3,600 sq ft

Operational space:

20% Circulation =	11,667 sq ft
(4) Janitor Closets (50 sq ft each) =	200 sq ft
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(1) Server Room =	2,466 sq ft
(3) Mechanical/Electrical Rooms (300 sq ft each) =	900 sq ft

Building Total 70,000 sq ft

Exterior:

Parking spaces (574 spaces) =	55,104 sq ft
(1) sally port =	500 sq ft
Secure Vestibule	100 sq ft
Loading dock (2 van spaces) =	600 sq ft
Trash/Recycling =	250 sq ft



Justification:

Estimates:

Policy requires that the project estimates be examined, verified, and refined to produce a general breakdown of determined project costs. To complete this task, Facilities recruited industry professionals to review the estimates included in the Preliminary Planning Proposal and comment on whether or not the estimates were in line with the stated goals and concepts provided in this Project Proposal.

Both architects and contractors graciously volunteered their time to review the project information. The comments did vary between professionals, so the resulting estimates are a compilation of all the input. The revised estimates did increase the project's per square foot costs from \$200 per sq ft to \$205 per sq ft. A breakdown of costs for each scenario is included in this section.

Because of the change in the estimates, Facilities expanded their research and produced a cost comparisons of other current projects. When reviewing a cost comparison, it is important to note that no two buildings are exactly alike so the comparison being provided is to show a range of pricing versus a direct comparison of projects. Facilities review found that the East County Justice Facility's \$205 per sq ft costs fell between a high end Federal Building at \$295 per sq ft and a minimum Clackamas County office building at \$173 per sq ft.

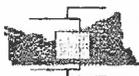
Facilities conclusion: The revised design and construction estimates are realistic, valid estimates that reflect current market pricing.

Budget Affects:

With the project costs defined, Facilities looked at the affect the project would have on the department, general fund, and capital budgets. We found that only two of the three would be affected and only the capital budget would be burdened with project costs. The general fund will have an impact but not from construction of the facility. Instead, the general fund will benefit from the operational savings discussed in the Preliminary Planning Proposal. Facilities could find no affect on the department's budgets.

Yet the review did expose building occupant's fixture, furniture, and equipment (F, F & E) costs had not been formally defined at this point. Facilities added both the moving and F, F & E costs into the capital equation for both the Sheriff and DA but it needs to be noted that the County is not responsible for the State of Oregon and City of Gresham's portion of these costs.

A work sheet reflecting the costs and a yearly breakdown of the affect is included in this section. Facilities choose to use a single example for the CIP breakout rather than produce four separate ones. The one spreadsheet provides the necessary information and a final version will be provided in the next step of the planning process. Because



the site will not be determined until the project plan is complete and the sale revenue is still unknown, the breakdown provides only known expenses, no revenue is listed

With the budget affect calculated, the last question for this section is whether or not the project fits into the capital mix? The project creates an accessible, functional, and energy efficient facility that will provide County services with space that meets their needs and is a one time expense greater than one million dollars which means it meets the definition of a capital project.

As part of the yearly budgeting process the County produces a 5-year CIP plan that identifies necessary capital projects for the next five years. The project was earmarked in the CIP as part of the 2006 budget and with the funding source being sale of excess property, the project did not take funding away from existing 2005, 2006, or 2007 CIP projects.

Facilities Conclusion: Budget affects are confined to the capital budget.



General Breakdown of Design & Construction Cost: Estimate Scenario #1 - 56,000 Sq Ft Base Building

Soft Costs:

County Project Management		\$78,500
Graphics/Reprographic Supplies	\$3,000	
Printing Services	\$2,500	
Delivery Services	\$3,000	
County Project Management	\$70,000	
Licenses/Permits		\$66,150
Land Use/Site Review	\$10,000	
Design/Plan Review /Permit	\$20,000	
System Development Chg	\$28,000	
Appeals	\$2,000	
Recording Fees	\$150	
Misc. Testing	\$5,000	
Miscellaneous	\$1,000	
Special Inspections/Testing		\$60,000
Architectural Services		\$1,180,000
Management/Consulting Services		\$35,000
Other Construction Services		\$15,000
Misc. Material/Services		\$7,750
1% for Art		\$123,600
LEED Certification/Sustainability		\$150,000
County LED Management/Documentation	\$35,000	
Specialized Consultant	\$40,000	
Certification	\$75,000	
F,F & E**		\$106,000
Lobby Furniture	\$20,000	
Reception (Desk, Furniture, Equipment)	\$10,000	
Community Room	\$6,000	
Telephone Equipment	\$70,000	
Subtotal - Soft Costs		\$1,822,000

Hard Costs:

Construction*		\$8,960,000
Courts 36,000 Sq Ft @ \$160 per sq ft	\$5,760,000	
Sheriff 20,000 Sq Ft @ \$160 per sq ft	\$3,200,000	
LEED/Sustainability elements		\$100,000
Additional Security Features/Equipment		\$150,000
Subtotal - Hard Costs		\$9,210,000

5% Owners Contingency \$448,000

TOTAL Design/Construction Estimate **\$11,480,000**

56,000 sq ft @ \$11,480,000 = \$205 per Sq Ft

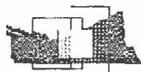
*Assumes

CMGC for time saving potential

Concrete Tilt construction

Functional but not ornate finishes

**Assumed F,F & E for general spaces only - No Courts/Sheriff/Police Furnishings



General Breakdown of Design & Construction Cost: Estimate Scenario #2 - 68,000 Sq Ft Building (Alternate #1)

Soft Costs:

County Project Management		\$78,500
Graphics/Reprographic Supplies	\$3,000	
Printing Services	\$2,500	
Delivery Services	\$3,000	
County Project Management	\$70,000	
Licenses/Permits		\$93,150
Land Use/Site Review	\$10,000	
Design/Plan Review /Permit	\$30,000	
System Development Chg	\$45,000	
Appeals	\$2,000	
Recording Fees	\$150	
Misc. Testing	\$5,000	
Miscellaneous	\$1,000	
Special Inspections/Testing		\$60,000
Architectural Services		\$1,407,000
Management/Consulting Services		\$35,000
Other Construction Services		\$15,000
Misc. Material/Services		\$7,750
1% for Art		\$153,200
LEED Certification/Sustainability		\$150,000
County LEED Management/Documentation	\$35,000	
Specialized Consultant	\$40,000	
Certification	\$75,000	
F,F & E**		\$145,000
Lobby Furniture	\$40,000	
Reception (Desk, Furniture, Equipment)	\$20,000	
Community Room	\$10,000	
Telephone Equipment	\$75,000	
Subtotal - Soft Costs		\$2,144,600

Hard Costs:

Construction*		\$10,948,000
Courts 36,000 Sq Ft @ \$161 per sq ft	\$5,796,000	
Sheriff 20,000 Sq Ft @ \$161 per sq ft	\$3,220,000	
Police 12,000 Sq Ft @ \$161 per sq ft	\$1,932,000	
LEED/Sustainability elements		\$150,000
Additional Security Features/Equipment		\$150,000
Subtotal - Hard Costs		\$11,248,000

5% Owners Contingency \$547,400

TOTAL Design/Construction Estimate **\$13,940,000**

68,000 sq ft @ \$13,940,000 = \$205 per Sq Ft

*Assumes

CMGC for time saving potential

Concrete Tilt construction

Functional but not ornate finishes

**Assumed F,F & E for general spaces only - No Courts/Sheriff/Police Furnishings



General Breakdown of Design & Construction Cost: Estimate Scenario #3 - 58,000 Sq Ft Building (Alternate #2)

Soft Costs:

County Project Management		\$78,500
Graphics/Reprographic Supplies	\$3,000	
Printing Services	\$2,500	
Delivery Services	\$3,000	
County Project Management	\$70,000	
Licenses/Permits		\$70,150
Land Use/Site Review	\$10,000	
Design/Plan Review /Permit	\$20,000	
System Development Chg	\$32,000	
Appeals	\$2,000	
Recording Fees	\$150	
Misc. Testing	\$5,000	
Miscellaneous	\$1,000	
Special Inspections/Testing		\$60,000
Architectural Services		\$1,260,000
Management/Consulting Services		\$35,000
Other Construction Services		\$15,000
Misc. Material/Services		\$7,750
1% for Art		\$129,600
LEED Certification/Sustainability		\$150,000
County LEED Management/Documentation	\$35,000	
Specialized Consultant	\$40,000	
Certification	\$75,000	
F,F & E**		\$111,000
Lobby Furniture	\$25,000	
Reception (Desk, Furniture, Equipment)	\$10,000	
Community Room	\$6,000	
Telephone Equipment	\$70,000	
Subtotal - Soft Costs		\$1,917,000

Hard Costs:

Construction*		\$9,260,000
Courts 36,000 Sq Ft @ \$160 per sq ft	\$5,760,000	
Sheriff 20,000 Sq Ft @ \$160 per sq ft	\$3,200,000	
IT 2,000 Sq ft @ \$150 per sq ft	\$300,000	
LEED/Sustainability elements		\$100,000
Additional Security Features/Equipment		\$150,000
Subtotal - Hard Costs		\$9,510,000

5% Owners Contingency \$463,000

TOTAL Design/Construction Estimate **\$11,890,000**

58,000 sq ft @ \$11,890,000 = \$205 per Sq Ft

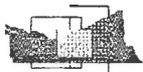
*Assumes

CMGC for time saving potential

Concrete Tilt construction

Functional but not ornate finishes

**Assumed F,F & E for general spaces only - No Courts/Sheriff/Police Furnishings



General Breakdown of Design & Construction Cost: Estimate Scenario #4 - 70,000 Sq Ft Building (Alternate #1 & #2)

Soft Costs:

County Project Management		\$78,500	
Graphics/Reprographic Supplies	\$3,000		
Printing Services	\$2,500		
Delivery Services	\$3,000		
County Project Management	\$70,000		
Licenses/Permits		\$93,150	
Land Use/Site Review	\$10,000		
Design/Plan Review /Permit	\$30,000		
System Development Chg	\$45,000		
Appeals	\$2,000		
Recording Fees	\$150		
Misc. Testing	\$5,000		
Miscellaneous	\$1,000		
Special Inspections/Testing		\$60,000	
Architectural Services		\$1,500,000	
Management/Consulting Services		\$35,000	
Other Construction Services		\$15,000	
Misc. Material/Services		\$7,750	
1% for Art		\$155,300	
LEED Certification/Sustainability		\$150,000	
County LEED Management/Documentation	\$35,000		
Specialized Consultant	\$40,000		
Certification	\$75,000		
F,F & E**		\$145,000	
Lobby Furniture	\$40,000		
Reception (Desk, Furniture, Equipment)	\$20,000		
Community Room	\$10,000		
Telecommunications	\$75,000		
Subtotal - Soft Costs			\$2,239,700

Hard Costs:

Construction*		\$11,248,000	
Courts 36,000 Sq Ft @ \$161 per sq ft	\$5,796,000		
Sheriff 20,000 Sq Ft @ \$161 per sq ft	\$3,220,000		
Police 12,000 Sq Ft @ \$161 per sq ft	\$1,932,000		
IT 2,000 Sq ft @ \$150 per sq ft	\$300,000		
LEED/Sustainability elements		\$150,000	
Additional Security Features/Equipment		\$150,000	
Subtotal - Hard Costs			\$11,548,000

5% Owners Contingency \$562,400

TOTAL Design/Construction Estimate **\$14,350,100**

70,000 sq ft @ \$14,350,100 = \$205 per Sq Ft

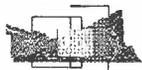
*Assumes

CMGC for time saving potential

Concrete Tilt construction

Functional but not ornate finishes

**Assumed F,F & E for general spaces only - No Courts/Sheriff/Police Furnishings



Comparison of Building Construction

NOTE: Comparisons are being presented to show a range of pricing versus direct comparisons

Name	Built	Size	Cost					
			Construction Hard Costs	Cost per Sq Ft	Soft Costs	Cost per Sq Ft	TOTAL	Cost per Sq Ft
Multnomah County East	2001	87,572	\$15 million	\$171	\$2.8 million	\$32	\$17.8 million	\$203
Clackamas County - Red Soils site	2004	110,000	\$18.2 Million*	\$165	\$1.4 million	\$13	\$19.6 million	\$178
Eugene Federal Courthouse	2005-06	270,000	\$70 million	\$260	\$9.5 million	\$36	\$79.5 million	\$295
Clark County - Public Service Center	2002	163,000					\$41 million	\$252
Klamath County Courthouse	1999	57,008	\$10 million**	\$175				
Klamath County Admin Building	1999	43,492	\$6.2 million**	\$143	\$2.7 million**	\$22	\$19 million	\$190
East County Justice Facility: Scenario #4	2005	70,000	\$12.1 million	\$173	\$2.2 million	\$32	\$14.3 million	\$205

*Design Build

Facilities & Property
Management 4/26/05

** Adjusted to current pricing

Project Costs Breakdown: East County Justice Facility, 56,000 Sq Ft

Note - Expenses only no revenue listed

Facilities & Property Management 4/29/05

Project Costs			CIP Budget Breakdown					
			FY 2006		FY 2007		FY 2008	
Land Acquisition								
4 Acres Site in Gresham (Estimate)	\$2,000,000		100%	\$2,000,000	0%	\$0	0%	\$0
TOTAL Land Acquisition		\$2,000,000						
Design & Construction								
Soft Costs:								
County Project Management	\$ 78,500		30%	\$23,550	48%	\$37,680	22%	\$17,270
Licenses/Permits	\$ 66,150		0%	\$0	95%	\$62,843	5%	\$3,308
Special Inspections/Testing	\$ 60,000		25%	\$15,000	65%	\$39,000	10%	\$6,000
Architectural Services	\$1,180,000		30%	\$354,000	65%	\$767,000	5%	\$59,000
Management/Consulting Services	\$ 35,000		30%	\$10,500	60%	\$21,000	10%	\$3,500
Other Construction Services	\$ 15,000		15%	\$2,250	70%	\$10,500	15%	\$2,250
Misc. Material/Services	\$ 7,750		5%	\$388	90%	\$6,975	5%	\$388
1% for Art	\$ 123,600		0%	\$0	95%	\$117,420	5%	\$6,180
Leed Certification/Sustainability	\$ 150,000		40%	\$60,000	20%	\$30,000	40%	\$60,000
F, F & E - General Space Only	\$ 106,000		0%	\$0	85%	\$90,100	15%	\$15,900
Subtotal - Soft Costs	\$ 1,822,000			\$465,688		\$1,182,518		\$173,795
Hard Costs:								
Construction	\$8,960,000		5%	\$448,000	85%	\$7,616,000	10%	\$896,000
LEED/Sustainability elements	\$ 100,000		0%	\$0	75%	\$75,000	25%	\$25,000
Additional Security Features/Equipment	\$ 150,000		0%	\$0	100%	\$150,000	0%	\$0
Subtotal - Hard Costs	\$ 9,210,000			\$448,000		\$7,841,000		\$921,000
5% Contingency	\$ 448,000		33%	\$147,840	34%	\$152,320	33%	\$147,840
TOTAL Design & Construction Costs		\$11,480,000	10%	\$1,061,528	74%	\$9,175,838	17%	\$1,242,635
Fixture, Furniture, & Equipment								
	Sheriff	DA						
	<small>(Assumes reuse of closed office furniture)</small>							
Furniture	\$ 100,000	\$ 15,000	0%	\$0	15%	\$17,250	85%	\$97,750
Fixtures	\$ 45,000	\$ 5,000	0%	\$0	15%	\$7,500	85%	\$42,500
Equipment	\$ 20,000	\$ 10,000	0%	\$0	15%	\$4,500	85%	\$25,500
Move Costs	\$ 90,000	\$ 10,000	0%	\$0	0%	\$0	100%	\$85,000
TOTAL F, F, & E			0%	\$0	11%	\$44,250	89%	\$250,750
		\$295,000						
		\$13,775,000		\$3,061,528		\$9,220,088		\$1,493,385

Feasibility:

In this section of the report, Facilities is to analyze the potential for completion of the project by comparing the needs with financial and staff constraints, outline an appropriate project team, and supply a game plan.

Game Plan versus staffing:

It became clear while writing the report that a couple of the section elements overlapped. To accommodate and condense the information, Facilities combined the game plan with the required staffing constraints study.

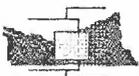
Following this section is a matrix that breaks down of the full project process and serves as a detailed game plan. Facilities added a listing of responsible parties to the chart to show that current staffing levels will suffice to complete the project. An additional view and graphic of the game plan can be found in the schedule section of this report.

Appropriate project team:

A graphic depicting the ideal project team is also included within this section of the report. It reflects both a general breakdown of existing staff and contracted staff as well as the group that makes up of the project management team. A project team requires knowledgeable personnel drawn from each specialized area. Each member of the Project Management Team serves as an advocate for their area. It is a team that needs to work together in a cohesive manner to meet the project goals.

The project manager is the keystone for the project. They are responsible for the overall project coordination, communication, and oversight. The success of the project lays directly upon their shoulders. A project manager's chores are varied and demanding so the position requires a person that has a working knowledge of all aspects of design and construction as well as project management practices and procedures. A large portion of the job is problem-solving and conflict mitigation which requires coming up with creative solutions to both cost and construction issues and communicating the ideas in a efficient and productive manner to limit conflicts. The project manager is the owners advocate and as such is required to see that the project goals are met in as efficient and cost-effective manner as possible.

Department representatives are specialists from the departments that will occupy the new facility. Theirs is a dual role with responsibility for meeting both project and department goals. From a project standpoint a department representative is looked to for their internal department expertise. They are required to know their department's



business and physical requirements and have the ability to provide creative solutions to meet those needs. They are relied upon to provide quick responses to inquiries and must have authority to make spatial, material, or costs decisions for the department. From the department perspective their role is one of coordinator. It is their responsibility to manage any internal department planning meetings or decision processes. They are the department's direct line of information and handle the two way communication between project and department. It is their responsibility to keep the departments updated on project status and to act as interpreter to translate construction/project terminology and verbiage into formats their internal staff can understand.

The architect's role is a professional specialized function, they are expected to be the creative expert that produces an engineered design that complies with all permitting and regulatory matters. Their ultimate reasonability is to listen and digest the project goals and interpret them into a three dimensional building that meets all the expectations. Their function includes building a design team to produce the creative vision, drawings, and material selection. They are an integral part of the project team expected to lead the group toward creative solutions that provide necessary functionality. Their role remains in place during the full duration of the project and includes construction oversight. An architectural firm must have experience and expertise in designing the specified building type, the chosen project delivery method, and be a beneficial, solution-oriented team member.

The contractor is also a professional specialized function. They are the expert on everything construction. Once a signed contract is in place the contractor is responsible for bringing the project in on-time and within specified budget. Their role is one of orchestrating the complex elements of a construction process. Their focus needs to be on safety, schedule, and cost-saving measures. The contractor role starts during the design phase with input on systems and design review and is not complete until after the standard one-year warranty expires. The contractor is required to communicate issues, concerns, constraints, and solutions to a myriad of construction related problems. They are looked to for expressing an issue and at the same time providing potential solutions. And they too must be open to suggestions and be positive team members.

Need versus financial constraints:

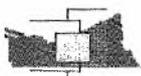
To Facilities, the need for a new public safety facility is not really in question here. The County has to implement steps with which to solve its courthouse issues and the East County facility is just a first step toward that larger goal. The Courthouse Blue Ribbon Steering Committee's recommendation and the previous 23 studies only confirm that fact.

Yet no one can argue that the County has financial constraints either. But to Facilities that means we must come up with smart, well thought, out long term



solutions rather than short sided quick fixes. This project has a funding source that does not take funding from existing programs, existing capital projects, or as this section will prove, require additional staffing. But it will provide the County with a functional, flexible building capable of meeting future expectations. It has been planned out, discussed, and organized to minimize the effects and has been pointed out previously in this report, is set to meet all its goals.

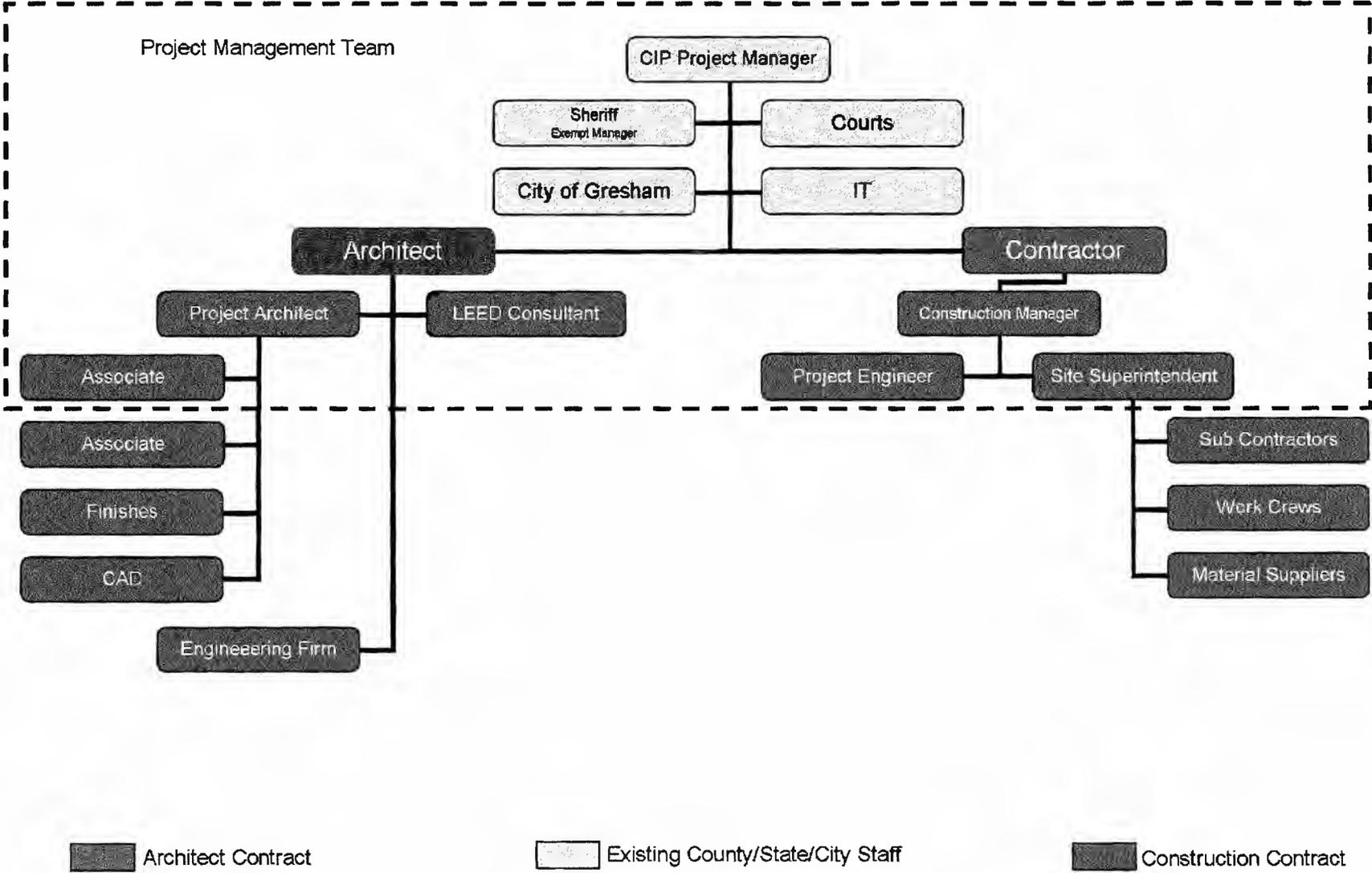
Facilities Conclusion: The project is viable and can be completed with existing staff.



Game Plan vs Staff Need

Game Plan	Responsible Party	Existing or Contracted Staffing	Additional Need
Land Acquisition			
Negotiations Produce Land Sale Documents Legal Review Board Approval	FPM - Real Estate Mngt	Property Management Specialist Property Management Specialist County Attorney County Board	N/A
Bid Architect Services			
Composing Bid Sections RFP Compile RFP Approvals Printing Publish Ads Questions Bid submission Bid Compliance Review Short Listing Interview Selection Committee Interviews Decision	Project Manager	Project Manager/Facilities Contract Facilities Contracts Project Manager/Facilities Contract/CPCA/Legal Facilities Contracts Facilities Contracts Project Manager/Facilities Contracts Architect Firms Project Manager/Facilities Contract Project Manager/Facilities Contract Project Manager/Facilities Contract Project Manager/Facilities Contract Project Manager/Interview Team	N/A
Architect Contract			
Produce Legal Documents Legal Review Board Approval Signatures Distribute	Project Manager	Project Manager County Attorney County Board County Clerk/Project Manager Project Manager	N/A
Bid Construction Services			
Composing Bid Sections RFP Compiling Spec Sections Compile RFP Approval Printing Publish Ads Questions Bid submission Bid Compliance Review Short Listing Interview Selection Committee Interviews Decision	Project Manager	Project Manager/Facilities Contract Architect/Project Manager Facilities Contracts PM/Facilities Contract/CPCA/Legal Facilities Contracts Facilities Contracts Project Manager Construction Companies PM/Facilities Contract/CPCA Project Manager/Facilities Contract Project Manager/Facilities Contract Project Manager/Facilities Contract Project Manager/Interview Team	N/A
Construction Contract			
Produce Legal Documents Legal Review Board Approval Signatures Distribute	Project Manager	Project Manager County Attorney County Board County Clerk/Project Manager Project Manager	N/A
Design Reviews			
Programming Schematic Design Design Development Construction Documents	Architect	Project Manager/Project Mngt Team/Depts. Project Manager/Project Mngt Team Project Manager/Project Mngt Team Project Manager/Mngt Team/Compliance Staff	N/A
Pre-Construction			
Implement Communication Plan Construction Schedule Material Ordering Value Engineering Re-Evaluation of Systems	Project Manager/ Project Mngt Team	Project Manager Contractor Contractor Project Management Team Project Management Team	N/A
Permit Acquisition			
Land Use/Design Reviews System Development Review Appeals	Architect	Architect/Project Manager Architect/Project Manager Architect/Project Manager	N/A
Ground Breaking Ceremony			
Event Planning Media Event	District 4	District 4/PAO District 4/PAO	N/A
Construction			
Site Monitoring Construction Meetings Cost/Billing Control	Project Manager	Project Manager Project Management Team Project Manager	N/A
Commissioning			
Equipment Installation Monitoring Testing Documentation	Project Manager	Project Manager/Trade Leads Project Manager/Compliance Team/Trade Leads Project Manager/Compliance Team/Trade Leads	N/A
Dedication			
Event Planning Media Event	District 4	District 4/PAO District 4/PAO	N/A
Occupancy			
Planning Packing Moving Unpacking	FPM - Moves, Adds, & Changes (MAC)	MAC Team Department Staff MAC Team Department Staff	N/A

PROJECT TEAM OUTLINE



Alternatives:

Policy calls for this section to cover pertinent options not previously explored, what happens if the project is not completed, the different options regarding contracting methodologies, and compliance with County policies.

Options:

Facilities did explore County wide function options that had not been considered previously. Their findings were addressed in the scope section of this report and addressed with the inclusion of alternate #2 into the concept/scope potential.

Per State law, the County is restricted to placement of the facility within the City limits of Gresham. Which means there was no reason for Facilities to attempt to locate or address any additional County wide siting options. The actual siting within the City of Gresham is still pending. The East County Justice Facility Work Group brought forth 5 potential sites in their Preliminary Planning Proposal and the siting process is the major focus of the next phase of the planning process.

Project Completion:

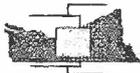
It is Facilities opinion that the County really has no option but to proceed with the project. The status quo option that is left if the project does not move forward will not benefit the County or tax payers. Could the revenue from the sale of County property be put into the General Fund and used for operating costs? Yes, it could. But one time capital revenue can not solve the County's growing financial concerns. Capital funds by definition should be spent on capital projects that provide or maintain long term assets. Facilities research found no justification for concerns over project completion. The only concern we have is not proceeding and still having all the courthouse issues to deal with.

Contracting Methodologies:

There are basically three generally accepted contracting methods. A traditional Design/Bid/Build concept, A Construction Manager/General Contractor (CM/GC) model, or a combined Design/Build role. Facilities found the key to this decision within the project goals.

The project goals are basically looking for a project delivery methods that equates to: guaranteed costs within established budgets, meet the schedule, work within existing staffing levels, provide a team environment, and comply with policies.

The following work sheet reviews the pros and cons of the three methods from the County's perspective. After weighing the information against the goals **Facilities is recommending the County consider the Construction Manager/General Contractor method.**



This method provides numerous advantages that the other methods do not for this particular project. The CM/GC concept is not new for the county and policy can be complied with in regards to the bidding process. There are several recent examples of successful CM/GC projects: Expo Center, Convention Center Expansion, and The Oregon Zoo.

Policy Compliance:

The planning process has allow the project concept to conformed to existing policies rather than having to comply with them. **Facilities has the expectation that the project will comply with all existing County policies**, as it moves through the separate phases toward completion. A listing policy the goals and concept are set up to meet is provided below.

- Purchasing
- Legal Review
- Board Approval
- Green Building – LEED Certification
- Space Standards
- ADA Guidelines

This planning process is providing the foundation from which the building will grow. It is Facilities intent that the information provided here will allow all further phases to measure changes against their compliance to policy and the set project goals.

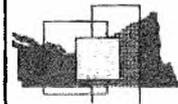


Project Delivery Methods:

County's Perspective

		Pros	Cons
Traditional Design Bid Build			
Control	Control over selection of Architect & Contractor		No collaboration or team work between professions Dispute mitigation potential high No reality check for design until complete
Costs	Contract goes to lowest bidder		1/3 of project done before full construction costs known Requires two individual contracts Numerous Change Orders
Schedule			Lengthen due to two separate bid process No opportunity to shorten schedule High potential to extend schedule
Construction Manager/General Contractor			
Control	Control over selection of Architect & Contractor Team Approach - Collaborative relationship Change scope/design to meet budget Puts Construction Manager at risk for construction MWESB project involvement High level of project control		Requires two bid process Requires two individual contracts Owner at risk for design Board approval needed for bidding exception
Costs	Constructability Reviews Value Engineering Opportunities Re-Evaluation of building systems Owner has guaranteed price at beginning Opportunity to negotiate for savings		
Schedule	Can meet escalated time frames Early material ordering Overlaps design & construction schedule		
Design Build			
Control	Liability on design/builder Single Bid process Collaborative relationship between project partners Minor dispute handling		Specialized pool - lowers # of bidders Contracting & Design Consolidation Opportunity for higher profits for design/builder Designs to construction costs Requires a Construction Manager or
Costs	Single Contract		Expensive to compete Cost control is more monitoring than controlling No value engineering
Schedule	Can meet escalated time frames Overlaps design & construction schedule Early material ordering		Single team no checks & balances

Facilities and Property Management



Risk Assessment

Date:
May 2005

Rev Date:

Scale: N/A

Risks:

Facilities approached the risk assessment from a logical and analytical perspective. Every element of the design and construction process was analyzed for any potential risk. The chart on the follow page reflects a listing of the risks involved in performing a construction project and adjacent to that is a column containing the mitigating actions in place that alleviate or minimize the potential risk. As per procedures, Facilities also included a rating and ranking of the risks.

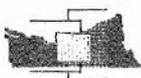
To summarize, there are risks associated with construction of a new facility but the risks involved are not unique. Any construction project suffers from the same exposure and threats. The good news is that existing County policy and procedures minimize the majority of the risks. And the others can be addressed through the CMGC project delivery method recommended previously in this report.

The greatest unavoidable risk is the volatile nature of material and gas prices. Given current information, Facility's is expecting gas pricing to level out this summer and material prices to remain at their current rate. The biggest issue with material prices is construction in China. China is simultaneously building three cities the size of Indianapolis which has created a need for structural materials such as steel. As their projects move from structure to finishes, material prices should shift rather than increase or decrease.

The estimates produced for this report are current pricing. They provide no guarantee that prices will remain constant in the future. The only way to get a price guarantee is to sign a construction contract that locks in the pricing. The schedule included in the next section of this report shows construction contract approval in May of 2006 which is basically a year from completion of this report. There are a couple of options for mitigating this risk: 1. Speed up the process. 2. Sign a contract early. 3. Keep a close eye on industry pricing as we move through the process.

Speeding up the process is unlikely. The schedule produced is faster than normal timing for the County and is already going as fast as practical. Option two is highly unlikely from either a County or Contractor perspective. Legal issues would keep the County from signing a contract early in the process and a Contractor is not likely to sign a contract prior to actual construction. Keeping a close eye on pricing is the County's best bet. Therefore, Facilities is recommending that the County keep a close eye on construction prices and update the estimates at every phase of the process.

Facilities Conclusion: The greatest risk is the violate nature of material costs.



**East County Justice Facility
Risk Assessment**

Risk Characterization	Potential Loss Exposure	Mitigating Actions	Risk Conclusions	Priority Ranking 1 High - 8 Low
Strategic	Program Changes Change in goals Policy differences	Completed Planning Process Set Concept Board/Department/Partner buy in	Low Risk	7
Compliance	Goal Compliance Policy Compliance Building Compliance Regulatory Compliance As Built Compliance	Setting of Goals Project Management Oversight Compliance Review Permit Process Inspections	Low Risk	6
Land Acquisition	More expensive than anticipated Refusal to sell Length of closing	Multiple site options Schedule Flexibility	Medium Risk	2
Fiscal	Rise in material costs prior to contract Increase in Interest Rate Budget Increases Change Orders Liquidity Operation Cost Increases	One Time Revenue - No bonding required Budget set in planning Project Management Oversight\ GMP Contract\Contingencies CIP Implementation	Highest Risk	1
Contractual	Breach of Contract Refusal or Late signing Contract Extentions	Set Project Delivery Method Well written RFP's\Specs Thorough Selection Process Flexible Schedule	Medium Risk	3
Insurability	Insurance Cancelled Large Claim Premium increase Uninsured Contractor	County is self insured Thorough Contract Administration	Low Risk	8
Design	Goal Compliance Inadequate Drawings Code Compliance Permit Appeals	Goals set in planning Good two way communication Project Management Oversight Flexible Schedule	Medium Risk	5
Construction	Weather/Delays Safety Late equipment delivery Damage Equipment failure	Flexible Schedule/Creative Solutions Safety Procedures/Measures CMGC Process Insurance Commissioning/Warrantees	Medium Risk	4

Facilities and Property Management



Schedule

Date:
May 2005

Rev Date:

Scale: N/A

Schedule:

Procedures for this second step in the planning process require a reasonably detailed schedule that reflects the complete life of the project. Facilities staff agreed with the vision in the milestone schedule and built upon the East County Justice Facility Work Group's milestone schedule, producing the project timeline on the following page.

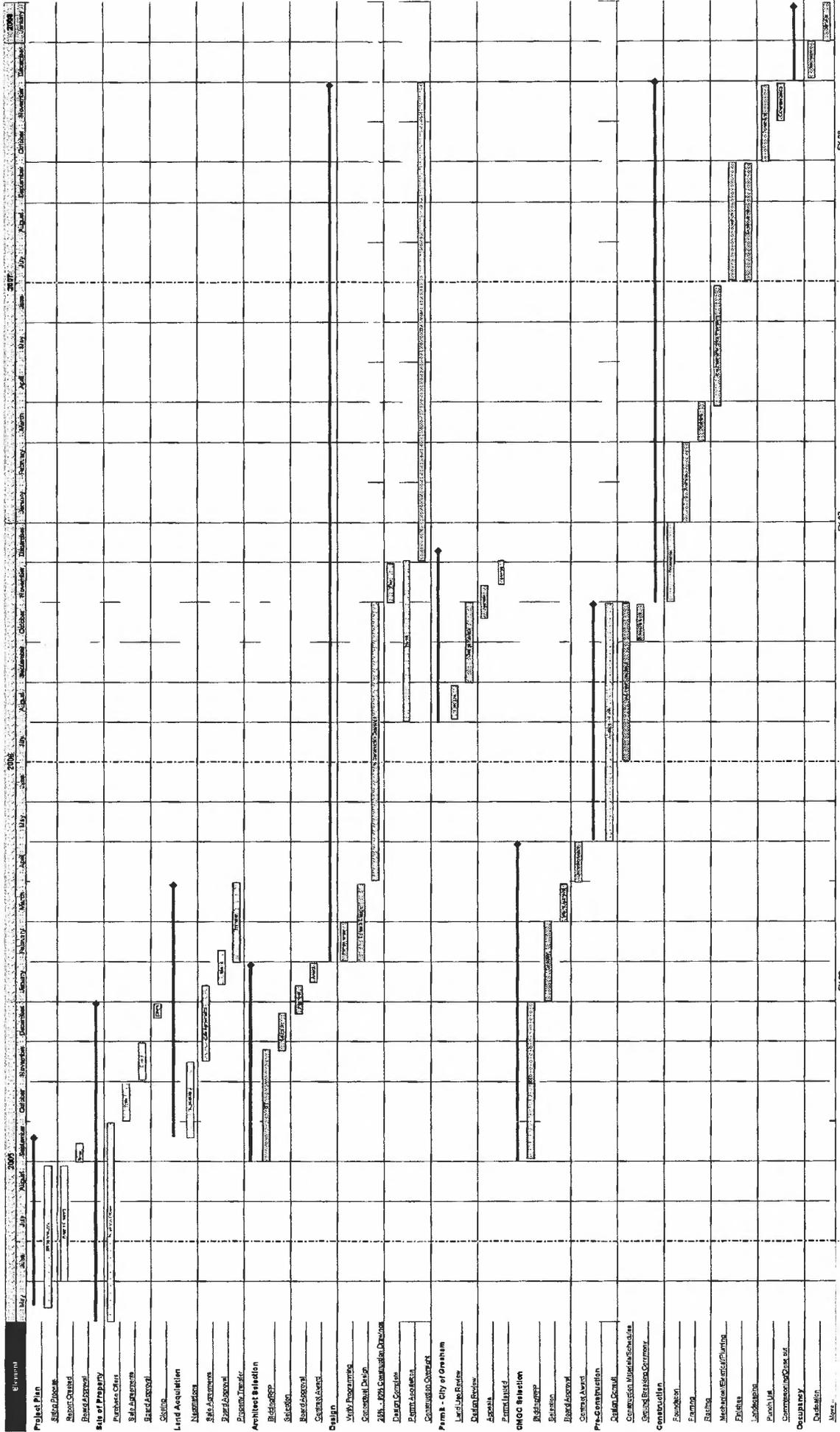
Facilities drew upon internal staff expertise as well as reviews from industry professionals to complete the schedule included within this report. Both Architects and Contractors reviewed the information and provided valuable input. Revisions were made, with some timeframes shortened and others extended. However, the only major change from the milestone schedule is a one month extension to January 2008. The modification was made strictly for logistical reasons. It was felt that relocating departments during the month of December was not a realistic expectation, so the schedule was extended to accommodate staff moves in January.

Facilities is comfortable that the design and construction timelines are realistic but it is important to note that unknowns do still exist particularly with land acquisition. This information will get confirmed in the third and final stage of the planning process and be included in the comprehensive schedule required as part of the Project Plan.

Facilities Conclusion: Project completion by January 2007



Project Timeline
East County Justice Facility



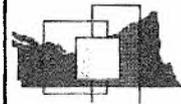
FY 08
 100% Sale & Land Acquisition
 30% Design Contract
 5% Construction Contract

FY 09
 100% Permit
 65% Design Contract
 65% Construction Contract

FY 10
 5% Design Contract
 10% Construction Contract

FY 11

Facilities and Property Management



Next Step

Date:
May 2005

Rev Date:

Scale: N/A

Project Plan:

The project plan is the final stage of the planning process. Policy states that the Project Plan build upon the previous information producing the Charter, Development Plan, Siting Process, and Funding timing. The Project Plan will assure buy-in from all County parties for the scope of project and further evolve the economic impact information.

The largest part of the project plan is the siting process. The County's formal siting process consists of a final evaluation and analysis of potential sites which are weighted against County needs. And implementation of the community involvement process that include public meetings for input on final site selection.

In addition, the plan will further incorporate the project into the capital and operational funding elements to insure budgets and spending appropriations are in place. Once completed and approved the project moves into land acquisition and design phases.

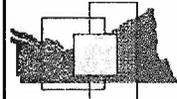
The Project Plan will:

- Be completed by Facilities and Property Management, The East County Justice Facility Work Group, and the Public Affairs Office
- Take approximately three months
- Include the County's formal siting process
- Receive Board review and approval prior to proceeding with Land Acquisition and Design

All expenses for the project proposal will be expended from the existing FY 2004/2005 & proposed FY 2005/2006 Facilities Administration Budget, Cost Center #902350



Facilities and Property Management



Appendix

Date:
May 2005

Rev Date:

Scale: N/A

Capital Planning Process Overview

Projects subject to FAC-1 Administrative Procedure shall be developed with consideration to the following planning outline. With the extent to which projects differ, each planning process will vary slightly given the variations in the scale, scope, funding and timing elements inherent in individual projects.

STEP #1

Preliminary Planning Proposal

Responsible:
Sponsoring Department(s) &
Facilities & Property Management (F&PM)

Elements:
Follow outlined process

Approval: (Required In Sequential Order)

- Sponsoring Department approves next phase estimate
- County wide Management reviews
- Chair approves proposal
- The Sponsoring Department(s) and F&PM shall jointly prepare a resolution and present the Preliminary Planning Proposal to the Board for approval.

STEP #2

Project Proposal

Responsible:
Facilities & Property Management (F&PM)

Elements:
Follow outlined process

Approval: (Required In Sequential Order)

- Sponsoring Department approves next phase estimate
- County wide Management reviews
- Chair approves proposal
- The F&PM shall prepare a resolution and present the Project Proposal to the Board for approval.

STEP #3

Project Plan

Responsible:
Facilities & Property Management (F&PM) &
Sponsoring Department

Elements:
Follow outlined process

Approval: (Required In Sequential Order)

- Sponsoring Department approves next phase estimate
- County wide Management reviews
- Chair approves plan
- The Sponsoring Department(s) and F&PM shall jointly prepare a resolution and present the Project Plan to the Board for approval.

Program Requirements:

- Define basic issue(s), concept, or idea
- Produce a specific statement regarding the overall goal to be accomplished. Statement should act as a guiding principle for the entire work.
- Create a listing of potential department or program functions/elements/features to be served, housed or impacted by the project
- An initial evaluation of how project aligns with applicable County Plans and Strategies.

Project Scope:

- Explore available options for fulfilling goal.
- Provide overall conceptual view of building size, potential placement or siting locations, or other elements pertinent to an individual project.
- Generate a listing of potential project elements required for project completion.
(I.e. Demolition, Site Improvements, Landscaping, etc)

Estimates:

- Provide a recommendation for a not to exceed cost per square foot cost estimate with consideration for all project costs.
- Estimate a total project rough order of magnitude cost estimate rounded to nearest \$100,000.
- Produce an initial cost benefit analysis with assessment of potential for applicable elements such as: operation savings, return on investment, and probable life cycle for all options considered
- Create a basic schedule that reflects any anticipated milestones, necessary occupancy dates, grant/funding deadlines, or other vital elements

Funding Sources:

- Work with the County Finance Director to produce a funding strategy that targets specific potential funding options substantial enough to cover the entire estimated project costs

Next Phase Estimate:

- FPM will develop a budget level cost estimate to complete the next planning phase

Justification:

- Examine, verify, and refine previous cost estimates, to include a general breakdown of all determined project costs
- Generate a detailed description of full impacts to all budgets including department, general fund, and capital
- Provide a breakdown that reflects how project costs will be budgeted over life of project.

Feasibility:

- Analyze the potential for project completion by:
 - o Weigh the needs/issues against the financial considerations and the goals impact to determine project viability.
 - o Prepare a matrix that compares project elements with existing staffing potential to determine appropriate size of project team.
 - o Create an outline of an appropriate project team. Include a description of the quality and expertise necessary.
 - o Produce a step by step game plan that reflects all elements through project completion.

Alternatives:

- Examine any applicable program, location/siting, or other pertinent options not previously explored
- Explore what happens if project is not pursued
- Consider the different construction contracting methods/options available and provide judgment of best alternative.
- Depict project compliance with County policy, plans, and strategies. Identify any aspect not in compliance.
(I.e. purchasing, green building or other County related policies.)

Risk Assessment:

- Create a chart that provides a listing of potential risks along with a ranking of each risk. Provide suggestions for handling risks and highlight any unavoidable risks.

Schedule:

- Provide a reasonable detailed project schedule/timeline in either a Gantt or other appropriate format that reflects complete project life cycle

Next Phase Estimate:

- F&PM will develop a budget level cost estimate to complete the next phase, development of the project plan

Project Charter:

- Develop a Project Charter that summarizes the project information and impacts. This document provides Facility's a vehicle to receive project approval from the County Chair, Department Directors, and other applicable parties. A copy of the project Charter will be included within the Project Plan.

Development Plan:

- Complete a development plan that provides:
 - o Defined Project Scope
 - o Outline of Project Team
 - o Comprehensive Schedule
 - o Detailed estimates for entire project
 - o Accounting Chart reflecting breakdown of SAP cost elements applicable for project expense tracking
(to be in compliance with accounting procedures in project management manual)
 - o Communication plan that identifies lines of communication on the Project.
 - o Other applicable data essential to an individual project

Siting Plan:

- Produce a siting plan that includes:
 - o Evaluation analysis of potential sites with consideration to county-wide facilities needs, operational/facilities/program efficiencies with co-locations, program delivery, community betterment/impact, mass transit, zoning, and other applicable requirements.
- The Sponsoring Department(s) in collaboration with the Public Affairs Office will develop and implement a Siting Process that shall comply with Executive Order 284 and include:
 - o The process for completion of site selection for a particular County function.
 - o The public involvement process for site selection.
 - o Siting Plan to be approved by the Chair.
 - o Sponsoring Department shall implement Siting Process.

Operational Funding:

- The Sponsoring Department(s) will provide an Operational Funding Plan which includes a description of how the program(s) will be funded, complete with personnel costs, one-time and on-going operational expenses, and a description of the services the program provides.

Capital Funding:

- Finance office will provide a finalized Capital Funding Plan which describes timing and funding for the Capital Project.
- Initiate project into CIP budget and receive Budget Authority.

Next Phase Estimate:

- F&PM will develop a budget level cost estimate to complete the next phase, Design & Construction

Design &
Construction

BEFORE THE BOARD OF COUNTY COMMISSIONERS
FOR MULTNOMAH COUNTY, OREGON

RESOLUTION NO. 05-031

Approving the East County Justice Facility Work Group's Preliminary Planning Proposal

The Multnomah County Board of Commissioners Finds:

- a. In accordance with resolution 04-028, Commissioner Roberts convened the East County Justice Facility Work Group to continue the efforts of the Courthouse Blue Ribbon Steering Committee in detailing a proposal for an East County Justice Facility.
- b. The East County Justice Facility work group has met since April 2004 and completed a preliminary planning proposal in accordance with County procedures, FAC-1.
- c. The work group concurs with the Courthouse Blue Ribbon Steering Committee and is recommending the County move forward with the creation of an East County Justice Facility in Gresham.
- d. The work group's concept combines three County public service functions currently serving East County and provides potential for additional City of Gresham law enforcement space. It expands needed court services, provides functional space for the sheriff's enforcement unit, and combines three District Attorney spaces.
- e. The preliminary planning proposal clarifies the work group's concept and provides a proper foundation for the project.

The Multnomah County Board of Commissioners Resolves:

1. The hard work of the East County Justice Facility work group is commended.
2. The attached East County Justice Facility Preliminary Planning Proposal is approved.
3. Facilities and Property Management Division is directed to proceed with the creation of a Project Proposal in compliance with FAC-1 procedures and submit the Project Proposal to the Board for review no later than June 2005.

ADOPTED this 17th day of February, 2005.

BOARD OF COUNTY COMMISSIONERS
FOR MULTNOMAH COUNTY, OREGON

Diane M. Linn, Chair

REVIEWED:

AGNES SOWLE, COUNTY ATTORNEY
FOR MULTNOMAH COUNTY, OREGON

By _____
John S. Thomas, Assistant County Attorney