

BEFORE THE BOARD OF COUNTY COMMISSIONERS
FOR MULTNOMAH COUNTY, OREGON

RESOLUTION NO. 01-041

Approving Project Charter for the New Children's Receiving Center Phase 1

The Multnomah County Board of Commissioners Finds:

- a) The Project Charter for construction of new Children's Receiving Center Phase 1 is complete, meets the minimum program requirements, and defines the scope of work, budget limitations, and project schedule to meet the goals of the Board.
- b) Approval of the Project Charter is authorization to proceed with design development, preparation of construction documents, and construction of the new Children's Receiving Center Phase 1.
- c) The property at 10225 and 10317 East Burnside Street, at the Northeast corner of the intersection of 102nd and East Burnside, has been purchased and is available for construction of the Children's Receiving Center Phase 1.

The Multnomah County Board of Commissioners Resolves:

- 1) The attached Project Charter for the Children's Receiving Center Phase 1 is approved.
- 2) The new Children's Receiving Center Phase 1 will consist of a new residence building, a remodeled structure to function as the service center, and site improvements.
- 3) The Facilities and Property Management Division is directed to proceed immediately with the execution of the new Children's Receiving Center Phase 1 capital improvement project as defined in the approved Project Charter.

ADOPTED this 5th day of April, 2001.



BOARD OF COUNTY COMMISSIONERS
FOR MULTNOMAH COUNTY, OREGON

Bill Farver

Bill Farver, Interim Chair

REVIEWED:

THOMAS SPONSLER, COUNTY ATTORNEY
FOR MULTNOMAH COUNTY, OREGON

By

John S. Thomas

John S. Thomas, Assistant County Attorney

PROJECT CHARTER

CHILDREN'S RECEIVING CENTER



Multnomah County
Facilities and Property Management

March 26, 2001

PROJECT NAME

Children's Receiving Center - Phase I

Project Number: W.O. # CP01.7

(FINAL VER. 1.0)

Residential Building Construction / Services Building Remodel / Site Improvements

Project Description

General Description:

Phase I of the Children's Receiving Center is the first step in development of a 3.5-acre site. The multi-disciplinary campus will support young children removed from their homes because of allegations of neglect or abuse.

Phase I includes construction of a short-term Residential Building and the renovation of an existing building - the Services Building (family visitation, health services, counseling services). Site improvements will be made in response to the City of Portland and neighborhood urban renewal goals.

A future project (Phase II) will remodel a second existing building for the Multi-Disciplinary Team, completing the project goals.

The Residential Building:

The new Residential Building will be approximately 11,800 square feet and will provide short-term housing and services for up to 16 children. The Christie School will operate the facility (under five-year contract). The residential component includes an intake area, bedrooms, playrooms, dining room, living room, laundry and staff offices. The new building is designed to fit into the neighborhood and to have a residential (rather than an institutional) appearance. The aesthetic objective satisfies neighbors and provides a non-threatening aspect to children.

The Services Building:

The existing building to be remodeled (as the Services Building) is a 15,500-sq. ft. structure. It will house social service components of the Receiving Center (The Morrison Center, Health Services, SCF and Police). It will also offer space to be leased to tenants providing related services.

Site Improvements:

The Hazelwood Neighborhood and the Opportunity Gateway Advisory Committee have reviewed design plans and made recommendations for site/street improvements to enhance the neighborhood. The responding plan includes additional landscaping, benches, wider sidewalks, corner developments and a small plaza. This project not only provides a children's campus, but also enhances the neighborhood. The remodel of the existing buildings also upgrades the neighborhood.

PHASE II (Future Project)

The MDT Building:

The second of the two existing buildings on the site is a three story, 25,000 sq. ft. structure that will house the Multi-Disciplinary Team : the District Attorney's office, State Services to Children and Families (SCF), and local law enforcement (Portland Police Bureau, Gresham Police Department, State Police and the Multnomah County Sheriff's Office). There will also be leasable space (tenants yet to be determined). The remodel of the MDT building will be a future project. The extent of the remodel is still being evaluated. Lease income obtained by allowing tenants to occupy this building during Phase I construction will help fund the renovation.

Stakeholders or Sponsors

Stakeholders: The State of Oregon (Department of Human Services), Multnomah County (Departments of Heath, Community and Family Services and Sustainable Community Development, the Multnomah county District Attorney's Office and the Multnomah County Sheriff's Office), The City of Portland (Portland Family Services Division), the Gresham Police

Resource Stakeholders (via contract services): The Christie School, The Morrison Center

Sponsors: Board of County Commissioners and City Commissioners, Multnomah County District Attorney's office, City Commissioner Dan Salzman. Funding source includes 1996 General Obligation Public Safety Bond.

Departments for Whom Project is done: District Attorney, Community and Family Services, Health Department, Sustainable Community Development, Oregon Department of Human Services and local law enforcement agencies.

Departments Involved: Multnomah County: District Attorney's Office, Community and Family Services, Health, Department of SustainableCommunity Development, Public Affairs, and the Multnomah County Child Abuse Team (including: Portland Police, The Gresham Police Department, MCSO, Oregon State Police). State of Oregon Children and Family Services, the City of Portland, and the Regional Arts and Culture Council.

Goals and Objectives

Why Create Children's Receiving Center?

There is a need for a central facility where neglected and abused young children, removed from their homes of origin, can receive safe, comfortable and supportive short-term care. The goal is to return children home as quickly as possible, if safe and appropriate for the child, but with a new support system in place for both the child and his/her family. If returning home is not an option, the child will be matched with the most appropriate foster setting; the Receiving Center will provide the mental and physical assessments necessary to help locate a stable living environment for the child or to return them home with the necessary supports for a safe environment.

Provide Immediate Refuge:

For many years, service providers, advocates, and public agencies (associated with the children's protective services system) have been working to resolve critical problems with the way abused children are removed from their homes and either introduced to the foster care system or placed in the care of relatives or friends. Currently, children must wait in the company of police officers or caseworkers before an emergency home is located. This can leave a child displaced for an extended period of time after an emergency removal from home. The Children's Receiving Center will provide a safe, comfortable and supportive short-term care that is respectful of the child's cultural background.

Provide Effective Evaluative Services:

It is necessary to assess the mental, physical and developmental conditions of a child before an appropriate decision can be made about returning a child home. In many cases a suitable relative cannot be immediately located and a child does not need the extensive services offered by hospitals or special residential care facilities. There have been cases of an overloaded system making hasty decisions based on inadequate information. The Children's Receiving Center is the culmination of over ten years of work to provide an interim step so that appropriate evaluation and

placement can occur with a minimum of emotional stress to the child. Additionally, the needs of the whole family may be assessed to increase the probability of a child's successful return to family/extended family.

Provide an Array of Coordinated Services:

Currently, children are transferred multiple times to receive support services - health treatment, family evaluation, counseling and housing. Staff from Law Enforcement, Legal and Case Management are all involved. With all services on one campus, the child can receive these services without the emotional stress of being transported to multiple sites in the community. The campus provides a setting where visitations by the biological or foster family can occur quickly and comfortably. The campus plan also improves teamwork among all parties helping children taken into protective custody.

Eliminate Multiple Placements of Children:

Some children go through multiple placements before a permanent placement is found. Often a location must be found for the children to stay before an adequate evaluation of each case has been made. An inappropriate placement of the child adds to the emotional stress of removal from the home.

Keep Sibling Groups Together:

Often siblings are removed from a situation together, but are separated due to lack of an immediate facility to house them all. When an older sibling is a family caregiver, there are great benefits to keeping the siblings together. Additionally, a familiar family member is often a comfort to a traumatized child.

Alleviate A Large Community Need:

Nearly 80 children enter emergency shelter care in Multnomah County every month. Approximately two-thirds of the children are between 1 and 12 years old.

What Does the Children's Receiving Center Achieve?

An Immediate Refuge:

The Receiving Center Residential Building can house up to sixteen young children (3-12 years old). Children may be brought (upon approval) to the twenty four-hour facility at any time of the day. The Children's Receiving Center is designed to provide immediate short-term care and comprehensive assessment with a minimum of additional disruption to the child.

A Non-Threatening Environment:

Through proper siting and architectural design, the center will provide a "home like" non-institutional environment to ease their transition into the protective services system. It will also allow for sibling groups to remain together. The campus keeps the residential function distinct and separate from other services and allows for efficiency without being threatening. Neither the children nor their families will need to be aware of the law enforcement activities being carried out in the MDT offices.

Time for Evaluation and Proper Placement:

If placement with a family member or a relative is not in the best interest of the child, the Center will work to ensure a successful and stable placement in foster care. While certainly not the answer to all the problems with the Protective Services or the Foster Care systems, the Receiving Center will offer a safe and effective portal into the system. By providing short term housing and assessment, the center will give the case workers the time and information they need to make appropriate placements, better matching the children to either a relative or the right foster home.

A Site with Adjacent Services:

By siting the Multi-Disciplinary Team on the campus with the residential facility, a more efficient support system is created. This reduces the need for transporting the children from one agency to another. It also reduces the number of times the child must be interviewed. This greatly reduces additional trauma to the child.

Opportunity for Urban Renewal:

In addition to the remodel of existing buildings, landscaping, benches, wider sidewalks, corner developments and a small plaza enhance the Gateway neighborhood,

Key Personnel Resources

Multnomah County District Attorney - Mike Schrunk
County Commissioner - Lisa Naito
City Commissioner - Dan Saltzman

Program/Systems Coordination (Community & Family Services Dept) - Janice Gratton
Health Department (Director, Neighborhood Health Division) – Consuelo Saragoza
Sustainable Community Development Director - Maria Rojo de Steffey
Facilities Property Management Director - Dan Brown

Facilities Capital Construction Project Manager - Lee Campbell

Facilities Property Manager - David Aldridge
Facilities Real Property Manager - Bob Oberst
Facilities Planner- Patrick L. Jones

Public Affairs Office - Althea Milechman

Deliverables

The construction of a new Residential Building and renovation of one existing building (Services Building) will be completed on a single site. Site developments will respond to urban renewal guidelines. The campus design will implement the first phase of overall project goals.

Project Milestone Target Dates

Phase I :

Bid Document Revisions -	April, 2001
Capital Funding Verification -	April, 2001
Bid Opening:	June, 2001
Building Permit Obtained:	June, 2001
Construction Contract Signed:	July, 2001
Construction Begins:	July, 2001
Construction Complete:	February, 2002
Staff Initial Move-In:	February, 2002
Commissioning Complete:	March, 2002
Move-In Complete:	March, 2002
Kids:	April, 2002

Phase II (Future Project):

MDT Remodel Complete:	Undetermined.
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Schedule Assumptions:

- 1) An additional source of funding is identified for Capital Construction prior to the bid period.
- 2) Contracts are signed in a timely manner after receipt of bids.

Project Budget Total

Property Costs:	\$ 4,507,935
Phase I Construction Contract	\$ 2,789,000
Residential Bldg. & Services Bldg. & Site	
Contingency	\$ 279,000
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Direct Construction Sub Total	\$ 3,068,000
Owner Purchased Equipment:	\$ 775,000
Professional Services:	\$ 920,000
FPM Staff Time	\$ 80,000
Permit /Testing Costs:	\$ 191,000
Art:	\$ 101,000
Misc.	\$ 75,000
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Total	\$ 9,717,935

Budget Assumptions:

1)The Capital Construction budget includes all furnishings and equipment (including phone/computer, security systems, beds) needed to provide a complete and usable facility upon delivery.

2)The MDT Remodel (including additional design services) is not included in the budget.

Funding Plan

General Obligation Public Safety Bond \$4,000,000 for" Construction or acquiring and equipping facilities to assist abused children" by Resolution Order No. 96-38 March 12, 1996

\$ 4,000,000 Bond
\$ 3,000,000 Applied interest

\$ 7,000,000 - Available Funds

\$ 642,696 - Lease Revenue Earned (see below)
\$ 7,642,696 Total Committed Funds

\$ 2,075,239 - Interest From Public Safety Bond (see below)

\$ 9,717,935 - TOTAL FUNDS

Proposed Additional Funding:

\$ 642,696 - Lease Back Revenue (Not Fully Available at this Time)
\$ 2,075,239 - Additional Interest from Public Safety Bond identified 22 MAR 01

Funding Assumptions:

- 1) Lease Income is not immediately available.
- 2) Applied Interest is available.
- 3) Urban Renewal Funds may be available and will be used to restore reprogrammed funds in Fund 2507

Public Involvement

The Public Affairs Office has coordinated the public involvement process since the siting phase of the project and will continue to assist the project as it moves towards ground-breaking and a grand opening.

Exclusions

This Charter is for the new Residential Building, the remodel of the Services Building and specific site improvements.

- A substantial portion of the site is left undeveloped.
- An existing warehouse is left undeveloped.
- The MDT Building Remodel will be a separate project.
- Master Planning of the un-developed portion of the site and further development of existing buildings are excluded from this Charter.

Benefits

- Prime piece of property in Mid-County at key intersection and on MAX line
- Three high quality buildings with adequate space to serve programs
- Leasable space for future tenants and/or program expansion, totaling approximately 2,500 sq. ft.
- Bare land (approximately .66 acres) available for future development opportunities.
- Public/private/ not-for-profit partnerships.
- Will allow redevelopment/disposition of the Morrison Building.

Reference: Morrison Building Disposition Plan

Impact

- The project program impact results in less abuse to children, greater support for families, and better utilization of the foster care system.
- The Count Facilities Management impact is the addition of three new or renovated buildings in good condition into the inventory, as well as the need to have adequate resources to maintain and manage the additional 50,000 sq. ft. of inventory.
- The final vacancy of the Morrison Building impacts Planning by requiring a more in depth analysis of the disposition of the Morrison Building

Constraints

None at this time.

Risks and Concerns

- **SPACE** on the Site is more than adequate for the outlined program. **No concerns.**
- **SCOPE** of the remodel of the MDT building is not fully defined. The remodel of the MDT will be a separate project.
- **PERMITS/ZONING** -
An easement needs to be dedicated to the City. This easement has a residential element encroaching on the property. **The property dedication needs to be complete to obtain a building permit.**
- **LAND ACQUISITION** - Land acquisition is complete. **No concerns.**
- **FUNDING/BUDGETING** :
Additional funds identified in the Funding Plan need to be approved by the BCC to proceed with the award of the construction contract.
- **TIMING** :
 - a) **Bidding may be delayed while sources of additional funds are identified.**
 - b) Prospective tenants need schedule commitments.**See Assumptions (listed below).**
- **NEIGHBORHOOD**
There has been much neighborhood involvement in the program/design process. A neighbor fence is encroaching on the property and will need to be removed.

Assumptions

Schedule Assumptions:

- An additional source of funding is identified for Capital Construction prior to the bid period.
- Contracts are signed in a timely manner after receipt of bids.

Budget Assumptions:

- The Capital Construction budget includes all furnishings and equipment (including phone/computer, security systems, and beds).

Funding Assumptions:

- Lease Income is not immediately available.
- Funds will be reprogrammed within Public Safety Bond to fully fund project at \$9,717,000.
- Applied Interest is available.

Scope Assumptions:

- Planning will complete the Master Plan of the site in the context of a Mid-County Master Plan as a separate project.
- The MDT Remodel is a separate project.

Location and/or Directions to Project Site

10225 and 10317 East Burnside Street at the Northeast corner of the intersection of 102nd and East Burnside

Correspondence

All files available documenting the project from 1996

Issues and Directions

Issues:

- 1) Obtain temporary & final source of funds for Capital Construction.
- 2) Obtain Operations funding support.
- 3) A separate project needs to be established for the MDT Remodel.
- 4) Systems Development Charges by the City may be deferred.

Direction:

- 1) a. Submit request for Urban Renewal funds.
b. Seek donations / fundraising for Owner Furnished Equipment
- 2) Seek Federal funding support for Operations budgets
- 3) County Capital Improvement Section to proceed with MDT Design Development as a separate project.
- 4) Investigate previous commitments to mitigate City fees.

PROJECT HISTORY / BACKGROUND REPORTS:

- November, 1995 - Receiving Homes Feasibility Study by Multnomah County.
- 1996 - Public Safety Bond Measure passed for CRC in the amount of \$ 4,000,000.
- April, 1997 - Survey of Community Partners by PSU.
- October, 1998 - Development Contract with Steffey Group.
- November, 1999 - CRC Siting Advisory Committee Report.
- May, 1999 - Children's Receiving Center Project Report by the Steffy Group.
- February, 2000 - Architectural Design Contract with Carleton-Hart.
- February, 2000 - Evaluation for Property Acquisition by Multnomah County
- February, 2000 - Public Involvement Summary by Multnomah County Public Affairs Office
- June, 2000 - Purchase of Property.
- August, 2000 - Lease Cost Analysis prepared by Facilities Planning.
- October, 2000 - Urban Renewal Feasibility Study for Opportunity Gateway Program Advisory Committee by PDC.
- April, 2001 - Completion of Phase I Construction Documents.

