

BEFORE THE BOARD OF COUNTY COMMISSIONERS
FOR MULTNOMAH COUNTY, OREGON

RESOLUTION NO. 01-008

Approving Project Charter for the New Hillsdale Branch Library

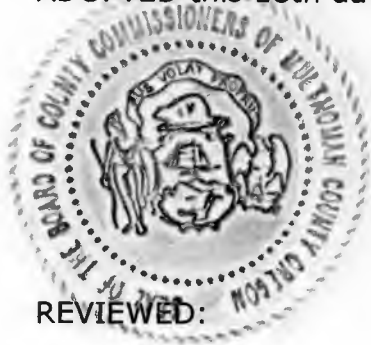
The Multnomah County Board of Commissioners Finds:

- a) The Project Charter for construction of new Hillsdale Branch Library is complete 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 Hillsdale Branch Library.
- c) Upon previous Board action, the existing library site was selected as the construction site for the new Hillsdale Branch Library.

The Multnomah County Board of Commissioners Resolves:

- 1) The attached Project Charter for the Hillsdale Branch Library is approved.
- 2) The new Hillsdale Branch Library will consist of a stand-alone library only.
- 3) The Facilities and Property Management Division is directed to proceed immediately with the execution of the new Hillsdale Branch Library capital improvement project as defined in the approved Project Charter.

ADOPTED this 18th day of January, 2001.



REVIEWED:

THOMAS SPONSLER, COUNTY ATTORNEY
FOR MULTNOMAH COUNTY, OREGON

By

John S. Thomas, Assistant County Attorney

BOARD OF COUNTY COMMISSIONERS
FOR MULTNOMAH COUNTY, OREGON

Beverly Stein, Chair

Project Charter



Multnomah County Facilities and Property Management

January 10, 2001

Project Name:

New Hillsdale Branch Library – (Stand Alone Facility)

Project Description:

Replace the existing 6,000 square foot Library Branch located on the southwest corner of Sunset Blvd. and S.W. Dewitt St. in Hillsdale with a new 12,000 square foot Library Branch at existing library site located at the corner of Sunset Blvd. and S.W. Dewitt St. Provide 46 parking spaces in a partial subterranean parking structure due to limited site size.

Stakeholders or Sponsors:

Stakeholders:	BOCC District 1 Commissioner Southwest Portland Community Multnomah County Libraries
Sponsor:	Multnomah County Libraries
Departments Affected:	Multnomah County Libraries Facilities and Property Mangement, DES

Goals and Objectives:

Why is this project being done:	Existing branch is 30 plus years old, deteriorating and not of adequate size to serve the expanding population of the Southwest Portland Community. Part of the 1996 Library Bond Measure will be the source of funding for this project.
What will the project achieve:	Replacement of an aged facility, which is inefficient in service provision and operating costs. Provide a facility able to meet the community library needs. Library structure will be an example of County commitment to sustainable buildings.
Town Center Goals:	Creates two vertically integrated uses. Parking and Library.
Library Design:	Creates strong identity and public place. The library design will achieve Leadership in Energy and Environmental Design (LEED) certification of "Silver" or higher per the US Green Building Council's Green Building Rating System. This rating system is based on accepted energy and environmental principles that strikes a

reasonable balance between known effective practices and emerging concepts.

Housing: Not suitable.

Schedule: Complete and open Library by April 2003.

Goals of Involved Parties: County Commission / Hillsdale Town Center Plan / County Staff / as follows:

- County Commission: Construct a new library facility within the Southwest Portland Community to fulfill obligations made to Multnomah County with the 1996 Library capital construction general obligation bond. Complete the project as expeditiously as possible to minimize the time that the Southwest Portland community is without the services of the Hillsdale Branch Library.

Multnomah County has established sustainable building design as a fundamental goal of all capital construction endeavors. This commitment to sustainable design is demonstrated by achieving LEED certification of "Silver" or higher.
- Hillsdale Town Center Plan: Adopted in 1997 - The Community action chart in the Plan talks about expanding the library at its current location or another location. Appendix C shows eight different concept plans that were considered for the area between 1994 and 1997.
- County Staff: Desire to move the project forward quickly and exceed expectations of all stakeholders.

Key Personnel Resources:

Planning: Jim Emerson / Jon Schrotzberger / Lynn Dingler

Project Manger: John Hartsock

Property Manger: Stephen Kelly

Deliverables:

12,000 square foot Library facility meeting Multnomah County sustainable building design goals.

Project Milestone Target Dates:

Commence Planning: January 2001

Public Meetings: May 2001 / September 2001

Submit for Permits: November 2001

Bid Project: April 2002

Complete Construction: January 2003

Open: April 2003

Budget:

Site and Parking Structure:	\$ 891,480
Building:	\$2,162,431
Furniture / Fixtures / Equipment:	\$ 220,493
Fees and Other Costs:	\$ 800,093
Project Contingency (Uncertainty):	\$ 203,725 (5%)
Total:	\$4,278,221

Funding Plan:

Proceeds from the 1996 general obligation bond, and other funds.

Exclusions:

The new Hillsdale Branch Library capital construction project will include a building solely dedicated to library functions only. Multnomah County policy is to carefully review all capital construction projects for opportunities of mixed-use, especially mixed-use accommodating affordable and low-income housing. Due to the limitation of the selected construction site and goal to minimize construction cost, project duration, and maximize the benefit of County funds expended for the promotion of affordable and low-income housing, it was determined that the new Hillsdale Branch Library did not provide sufficient benefits for construction funds expended with the incorporation of mixed-use housing.

Benefits:

Enhanced library services to the Southwest Portland Community

Impact:

Existing library will be closed approximately 15 months during construction.

Constraints:

The Library Department and Facilities and Property Management Division have involved community representatives in the various site evaluation processes. It is the opinion of County staff that the processes have been conducted in a cooperative and collaborative fashion. On November 9, 2000 the Board of County Commissioners held a public meeting and determined that the facility should be located at the existing site.

The project schedule has been adjusted from an initial completion goal of November 2002 to April 2003. Due to the site selection delay and assessment of the feasibility of mixed-use housing for this project, the project schedule has been extended. Cost premiums would have been incurred in both design fees and construction costs to compact the project schedule to attempt to meet original project completion date.

Risks and Concerns:

Space:	Adequate per Library operational requirements.
Scope:	Site improvements and development are confined due to size of site.
Permits / Zoning:	Conditional Use permit required and is anticipated to take 5 months see concerns outlined below.
Land Acquisition:	The site is currently owned by the County for the existing library.
Funding / Budgeting:	Funds available via the 1996 bond issue and other sources.
Schedule:	The schedule may be impacted by weather in meeting April 2003 completion date.
Neighborhood:	Involved and participatory in the project and concerned for and services offered.
Easements:	None known.
Other:	<p>City of Portland Planning – A meeting was held with the City Planning Department to discuss on an informal and preliminary basis the City land use review process, timetable and necessary improvements associated with the development of the existing library site. The following are the comments from the meeting:</p> <ol style="list-style-type: none">1. Ownership: County owned, no issues2. Land Use Approvals: Conditional Use and Design Review could be combined due to lack of other issues3. Transit and pedestrian access: No issues. A building can be built next to Sunset. Sidewalks are in place.

Assumptions:

General:

- Land Area 18,000 square feet (approximate)
- Land Cost: \$ 0 Owned.
- Zoning: CS / Library allowed with conditional use permit.
- To accommodate the desired size on the existing lot there will have to be a parking structure below the Library.
- Sewer / Water / and Storm Drain to Sunset from site.
- No street improvements will be required on Sunset.

Portland Development Commission:

- The Hillsdale community is not on the City of Portland or Portland Development Commission's (PDC) list as a potential urban renewal area. The area may not be eligible under Oregon Law, due to a lack of physical blight, which is necessary to establish a renewal area. Therefore assistance from PDC is not anticipated.

Portland Department of Transportation:

- Portland Department of Transportation in association with Metro has grant funds for street and sidewalk improvements in the transportation corridor. Although these federal funds cannot pay for improvements that a public or private developer would normally pay, Metro has pledged to continue to work cooperatively with the City, County, and neighborhood to bring this money to Hillsdale Town Center for projects that reduce automobile use and air pollution.

Portland Bureau of Planning:

- The City is not planning a zoning code revision in the Hillsdale community.
- The site is consistent with the Southwest Community Plan.
- The existing library structure is not on the current City Historic Building inventory. There is interest by the local chapter of the American Institute of Architects (AIA) in the building as an example of the original Architects work.

Location of Project Site:

South West Corner of Sunset and DeWitt in Southwest Portland.

Map of Project Location:

Not Available at time of Project Charter submission.

Scope of Work:

1. Determine a final scope of work, issue notice to proceed to A/E to begin program confirmation and conceptual planning.
2. Develop architectural and engineering documents with County reviews at Schematic Design, Design Development, and Construction Documents.
3. Hold community meetings to ensure continued community input into the process.
4. Obtain required City of Portland Conditional Use permit and design reviews in addition to required building permits.
5. Competitively bid construction work.
6. Construct facility and related site work.
7. Procure and install project furniture, fixtures, and equipment to meet the Library needs.
8. Close out project insuring completion of punch list, delivery of as built and warranties, training of County maintenance personnel, and turn over of building to maintenance.

Project History:**History of the Hillsdale Library Development Project / 1997 to Present****Summary of Events**

As a result of the passage of a bond levy for Multnomah County Libraries and a specific assessment of the Hillsdale branch the decision was made to replace the existing branch library with a larger building on a new site. Starting in May of 1997 the County has held eight community meetings, and participated in

fifteen Southwest Neighborhoods, Inc. (SWNI) Library Committee meetings to choose a site for the new library branch.

The Library Department and Facilities and Property Management originally investigated twenty potential library sites, cut that list to eight, then four and finally focused on the Oregon Department of Transportation (ODOT) property at the intersection of SW Bertha Blvd. and Capitol Highway. This site has proven to be far too expensive to develop. The community has reviewed the options and voted on a ranked preference of the sites.

1997

In May of 1996 Multnomah County voters passed a \$29 million General Obligation Bond measure to improve County library branches with Hillsdale included as one of four branches needing special attention to meet community needs. During 1997 the County evaluated the use, program and facility of all library branches including Hillsdale. Current zoning was so restrictive, that design objectives for the new branch could not be achieved without extensive adjustments and renovation would be exorbitantly expensive. Consequently, the decision was made to construct a new facility on a different site

1998

In May of 1998 the County kicked-off the community sitting process for the new Hillsdale branch Library with a meeting at the existing branch. Basic objectives and criteria were agreed to for the new building over a series of meetings, which were:

- Develop an outstanding branch library in the Hillsdale community
- Construction of a 12000 square foot, one floor building
- Reflect the values of the Hillsdale Town Center Plan (November 1997)
- Create a "Community Marker" for Hillsdale
- Consider the addition of a multi-use component to the project.

During this period twenty sites were evaluated with a final four receiving more in-depth evaluation. Acquisition cost, size, and availability were considered in addition to the five basic objectives.

1999

In February of 1999 at a community meeting the decision to focus on the "ODOT" site was a consensus choice.

The need to put three parcels together to meet community goals and to "fix" the local traffic pattern became rapidly apparent to all the partners. The Board of County Commissioners supported the condemnation of the Winchells Donut site and the City Council voted to vacate Bertha Court. The County and the City joined forces with Metro to allocate \$400 thousand dollars from federal funds to support traffic adjustments at the site.

The County contracted for a level 1 environmental test for the ODOT site. The owners of the Winchells Donut site did not cooperate in this assessment. The level 1 did produce reason to go to a level 2 test. The owners of the Winchells site eventually allowed level 2 testing on their site. The results of the tests were, identification of significant contamination on the ODOT and the Winchells site.

Discussions with adjacent property owners identified a significant issue with parking and site design. The Portland Department of Transportation (PDOT) developed plans for the re-aligned Bertha Court, and the Bertha Blvd., Capitol Highway intersection. Library Department consultants presented footprint site designs to the public for their comment. There were on-going discussions with ODOT and others, which provided clarity to the site development costs and issues.

2000

In June of 2000 the costs for site development were rapidly escalating. Originally, the cost of transportation improvements was \$1.2 million; in June PDOT staff presented an estimate of \$1.8 million. The Oregon Department of Transportation notified County staff that their property would cost \$385 thousand. Neither of these figures included environmental clean up, the Winchells purchase or the relocation of the commercial tenant on the Winchells site.

The Board of County Commissioners was briefed on problem areas with the ODOT site. The Board was concerned with the rising costs, environmental issues, and wanted to evaluate other options. Staff was directed to look at options, go back and discuss the matter with the community and keep the Board apprised of the projects status.

A committee consisting of County staff and two community representatives established a system for ranking potential sites. Results of this ranking were presented at a community meeting in September. The Community ranked three sites in order of preference. The first choice was a site called the Hillsdale Center site behind the Hillsdale Shopping Center on the North side of Capitol Highway. The second choice was the existing library site, which was viable due to a zone change. The ODOT site was virtually eliminated by the community.

The Board held a public meeting on November 9, 2000 to review a staff report and recommendation on sitting options and take public testimony on the location decision. The sites reviewed were the Hillsdale Center site and the existing site. After receiving public testimony and deliberating the Board voted to proceed with the existing site.

Charter Approvals:

Sponsor:	<u>Ginnie Cooper</u>	Date:	<u>1 / 11 / 01</u>
Budget Office:	<u>Kaune</u>	Date:	<u>1 / 11 / 01</u>
Department of Environmental Services:	<u>Maria Pajo de Steffey</u>	Date:	<u>1 / 10 / 01</u>
Facilities and Property Mangement:	<u>[Signature]</u>	Date:	<u>1 / 11 / 01</u>