



# Facilities Project Review Committee Meeting

## Minutes of Meeting

**Thursday, January 25, 2024**

A meeting of the Facilities Project Review Committee was held via Zoom virtual meeting platform at 12:00 p.m. on Thursday, January 25, 2024.

### **Members Present:**

- Jerry Milstead – Chair
- Renee Alexander
- Mark Kneeshaw
- Jim Starnes
- Kent VanderKamp

### **Members Absent:**

- None

### **County Staff / Elected Officials Present:**

- Patti Adair, Commissioner
- Lee Randall, Facilities Director
- Eric Nielsen, Capital Improvement Manager
- Whitney Hale, Deputy County Administrator
- Aaron Kay, Performance Auditor
- Angie Powers, BOCC Administrative Assistant

### **Others Present:**

- Wayne Powderly, Project Manager Cumming Management Group Deschutes County/Owner's Representative for the Courthouse Expansion

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Chair Milstead called the meeting to order at 12:01 p.m.

## 1. Introductions

Committee members and County staff in attendance introduced themselves. Aaron Kay, County Performance Auditor, was in attendance and explained that an audit of the courthouse project is part of his FY 2024-25 work plan and he'll be monitoring the progress of the project.

## 2. Approval of August 15, 2023 Meeting Minutes:

Sgt. VanderKamp moved approval of the August 15, 2023 minutes. Mark Kneeshaw seconded the motion. Votes: All yes. The motion passed unanimously.

## 3. Recruitment Update

Whitney provided an update on recruitment for two vacancies on the committee. Mark Kelley and David Quiros are no longer able to serve on the committee, and recruitment for these two positions is open. This recruitment is not subject area specific and spans the range of expertise. A link to the recruitment was provided and Whitney asked those in attendance to please feel free to share with interested parties. A link to the media release may be found here: <https://www.deschutes.org/property/page/deschutes-county%20extends-recruitment-facility-project-review-committee-members>.

## 4. North County Campus Project Update

Lee provided a brief update on the North County Campus Project. He shared a video hosted by Heather Kaisner, Public Health Director, which provided a video tour of 236 NW Kingwood. Heather highlighted the functional space and shared a glimpse into exam rooms, consultation rooms and clinical spaces. Features include designated space for lactation rooms, WIC screening program rooms, reproductive health clinic space and drop-in clinical management spaces for STI management. Physicians and nurse practitioners appreciate the new adjustable patient exam tables and rolling computers. The clinic features all gender restrooms. Heather and staff are excited about the new conference room which doubles as a lunchroom. Educational nutrition and breastfeeding classes will take place in this space. A smaller conference room will host partner meetings. The conference room spaces are equipped with audio-visual equipment to provide remote meeting capability. The grand opening ribbon cutting ceremony took place on January 12 and was well attended.

Renee thanked Lee for sharing the virtual tour and is confident this space will serve its clients well.

Responding to Sgt. VanderKamp, Lee clarified that the video tour includes the bulk of the first floor of the building. The remainder of the first floor includes shared County offices, including: Veteran's Services, County Clerk's Office elections space, and Information Technology office space. There is also a drop-in office space for County employees with remote meetings or meetings in Redmond. On the other side of the site at 244 Kingwood is a Behavioral Health Clinic shared with Mosaic Medical, along with a DROP (drop-in safe and supportive space for youth intensive services).

Lee summarized some of the growth in Redmond and the North County Campus. Redmond also has a Community Justice building downtown on Cascade, the Fair and Expo Center, and the expanding Negus Transfer Station. On the second floor of 236 Kingwood is a backup dispatch center for 9-1-1. An on-site 9-1-1 antenna is currently being built on-site. 236 will be fully operational by mid-summer. 244 is essentially complete.

The Antler Avenue property, formerly occupied by Behavioral Health, will now house Intellectual and Developmental Disabilities. Lee noted the vinyl plank, carpet, trim, accent, and wall colors have now been standardized across new County construction.

## **5. Courthouse Expansion Project**

Building permits were submitted in November and are currently under plan review. The courthouse expansion area is 50,933 square feet and a remodel area of roughly 5,000 sq. ft. within the existing area of the courthouse.

The AJ Tucker Building went through the Historic Landmarks process. It will be dismantled, and the stone façade components will be stored for a period of 8 years. A plaque will be installed at the corner of Harriman and Greenwood as a monument to the historic building. He expects the demolition permit in the next week or so and will erect construction fencing next week.

A temporary courthouse entrance will open in March, to be located at the breezeway between 1100 and 1164 NW Bond.

Once permits are issued, the full site work including excavation and footings will begin in late April/early May. Lee plans for a 20-month duration on expansion construction and 3 months at the end for renovation of the existing structure. All attempts will be made to integrate the schedules, but staff operations pose a challenge.

Wayne reported that 100% of Construction Documents (CDs) are complete and were submitted in late November. Renee said that once deemed complete, the city aims for permit issuance within six months. The Team hopes to receive permits by late April.

After subcontractor bids came in, Pence Contractors issued a draft GMP of \$36.985 million. \$530K in VE was identified and accepted, bringing it down to \$36.455. This leaves a \$1.9 million funding gap from the goal of \$34.591 million. Lee plans to go before the Board of Commissioners on February 14 with a Pence Contractors contract amendment. Lee is proposing that Funds in the Campus Improvement Fund 463 be made available to cover this discrepancy.

Chair Milstead and Wayne had a discussion related to contingency. Wayne said that the contingency was distributed amongst the line items. This provides a clearer illustration of where the ups and downs occurred. Chair Milstead feels that unforeseen circumstances shouldn't be change orders. Wayne expects that unforeseen issues will be encountered given the nature of the project adding onto an existing structure. One of his main roles will be to police the contingencies. 3.98% is the contingency, but Wayne acknowledges this is low for a project of this size and he would be more comfortable with a contingency of between 6 and 7%.

Responding to Chair Milstead, Lee said an IGA was executed with the Oregon Judicial Department for audio-visual cabling. The state has transferred \$500K to the County to cover furniture, fixtures, and equipment (FF&E) and some of the Information Technology (IT) infrastructure costs. The Board approved an amendment to the IGA to cover the additional \$15 million in project funding towards the expansion and \$1.5 million towards the remodel.

Wayne covered cost increases attributed to many factors, such as: construction machinery and equipment, fabricated structural steel, ready-mix concrete, fabricated structural metal bar joists and concrete reinforcing bars. The team has seen an increase in the cost of excavation due to final structural design, and higher quantities of concrete and rebar. They've also seen a significant increase in the cost of concrete, structural steel, and joists coupled with a skilled labor shortage.

Wayne opened it up to questions. Lee thanked the committee for their insight and expertise.

Lee noted the GMP document is in draft form. They are hopeful to begin breaking ground in late April or early May. A ground-breaking ceremony will take place at some point, and he looks forward to having everyone there. The construction phase will be exciting.

## 6. Questions & Comments

Commissioner Adair expressed her concern about unforeseen cost increases, and it is her hope that the County won't be met with surprises. She also shared that the city plans to convert Greenwood Avenue to one lane in each direction to make it more pedestrian-friendly.

Wayne assured Commissioner Adair that Pence Contractors will lock in the subcontractors immediately after the Board approves the additional funds. They will then get vendors locked in with deliveries. Wayne will be policing all contingency, and they will continue to perform VE on the project. The City of Bend and Deschutes County will not provide final SDC (System Development Charges) or permit fees until the final 100% CDs have been submitted for review and have gone through the plan check/comments, which Sgt. VanderKamp said is typical. SDC fees are estimated at \$485K.

**ADJOURNMENT:** The meeting was adjourned at 1:07 p.m.

Respectfully submitted,

  
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Angie Powers, BOCC Administrative Assistant