



Board of County Commissioners
Clackamas County

Members of the Board:

Approval of a Contract with SERA Architects Inc. for the Clackamas County
Red Soils Master Plan Update and Strategic Planning Project

Purpose/Outcome	The purpose of this action is to approve a contract with SERA Architects to update the Red Soils Master Plan (RSMP) and create a Court Functions Strategic Plan that would be used to request State match funding in 2017.
Dollar Amount and Fiscal Impact	The contract amount is \$298,000 for FY 2015-16. The total contract cost is estimated \$505,000 and is divided between fiscal years as follows: FY 2014-15 \$ 133,500 FY 2015-16 298,000 FY 2016-17 73,500* Total \$ 505,000 *an estimated \$ 73,500 will be submitted as a Policy Level Proposal for the budget committee in FY 2016-17 to complete the scope of work.
Funding Source	General Fund
Safety Impact	The existing County Courthouse has structural deficiencies and is currently a safety risk as it is undersized for the population it serves. Additionally, the interior of the current Courthouse is crowded, with potentially dangerous individuals in close proximity (hallways, courtrooms) with the public, staff and Judges.
Duration	The duration for the planning phase of the project extends through 2017; the proposed contract is through December 30, 2017.
Previous Board Action/Review	As part of the budget process, the Budget Committee and Board of County Commissioners approved \$298,000 of general fund for the initial tasks of the project. The Board previously discussed the project on 12-10-14 & 4-7-15.
Contact Person	Nancy Newton, Deputy County Administrator

BACKGROUND:

The RSMP was adopted in 1998 for the purpose of guiding policy decisions regarding the consolidation of County functions/facilities over a 20 year planning horizon. The RSMP is an evolving document; since its adoption it has been updated over time and revised to reflect changes authorized by the Clackamas County Commissioners. Accordingly, the RSMP needs to be reviewed to reexamine of the needs of the County on the site to reflect the changes that have occurred over the past eight to ten years

The State of Oregon Judicial Department and Department of Administrative Services has created a legislative bond program through which Clackamas County may apply to receive State matching funds for the construction of a courthouse if a portion of the building is dedicated to housing another State program. Given the unprecedented nature and potentially limited duration of this program, staff requested that the Clackamas County Board of Commissioners authorize further research to determine the scope, cost and timeline required for Clackamas County to submit a proposal to receive funding from this courthouse construction program.

On December 10, 2014, the Board authorized staff to research and present a policy proposal regarding the construction of a courthouse on the Red Soils campus as contemplated in the Red Soils Master Facilities Plan.

On April 7, 2015, the Board held a policy session regarding updating the Red Soils Master Plan and conducting Court Functions Strategic Planning. During that policy session, the Board authorized continued work to obtain courthouse construction match funds from the 2017 legislative session accordingly:

1. Approve \$133,500 to begin the formal request process in the current fiscal year and,
2. Create policy level proposals in the estimated amount of \$371,500 for Budget Committee consideration in the appropriate fiscal years through 2017 to complete the legislative request.

The scope of work contains multiple tasks. Each task is intended to inform the County and provide a decision point for the County before moving on to a subsequent task. While some tasks will run parallel the as the project progresses, each task requires the written approval of the County prior to commencement.

On June 3, 2015 the Budget Committee and Board of County Commissioners approved a Policy Level Proposal allocating \$298,000 of General Fund in the FY 2015-16 budget for the initial Tasks of the project to update the Red Soils Master Plan and conduct strategic planning for Court functions on the campus.

The Contractor was selected for this contract in compliance with LCRB Rule C-046-0500 (4) (f) (C) which allows the County to negotiate with a single contractor when the contractor has performed services related to the services required and has access to the factual, technical information required to perform the services. SERA has been assisting the County in the Red Soils Master planning effort since its inception and through its multiple revision as the plan has evolved. SERA is the only known contractor has the extensive background, experience, factual knowledge and statistical information necessary to perform these unique services. A cost effective contract was negotiated resulting in the phased scope of work and the related cost.

This contract has been reviewed and approved by County Counsel.

RECOMMENDATION:

Staff respectfully requests approval of a contract with Sera Architects not to exceed \$505,000 for the Clackamas County Red Soils Master Plan Update and Strategic Planning Project. The total contract cost is estimated \$505,000 and is divided between fiscal years as follows:

FY 2014-15	\$ 133,500
FY 2015-16	298,000
FY 2016-17	<u>73,500*</u>
Total	<u>\$ 505,000</u>

*an estimated \$ 73,500 will be submitted as a Policy Level Proposal for the budget committee in FY 2016-17 to complete the scope of work.

Respectfully submitted,

Laurel S Butman
on behalf of Nancy Newton

Nancy Newton
Deputy County Administrator

Placed on the Agenda _____ by Purchasing Department