

Meeting Minutes

Multnomah County Library Bond Oversight Committee
January 30, 2023
4:00 - 6:00 pm | Virtual Meeting

Committee Members Present

Ana Brophy, Jason Green, Jeffrey Scherer, Karl Dinkelspiel, Nicole Pexton, Randall Edwards, Rob Edmiston, and Sophia Suhu. Cheryl Russell and Kourtney Strong were not available.

Staff Present

Judith Moses, Bond Program Administrative Assistant; Kate Vance, PMO Deputy Director-DCA; Katie O'Dell, PMO Deputy Director-Library; Maddelyn High, Library Director's Assistant / Committee Staff Support; Mike Day, Bond Program Management Office (PMO) Director; and Tracey Massey, Director, Multnomah County Department of County Assets (DCA)

Welcome + Introductions

Director of County Assets Tracey Massey welcomed attendees, reminding that she is the co-sponsor for the bond project alongside Library Director Vailey Oehlke. Massey shared a land acknowledgement, and reviewed the meeting agenda.

Public Comment

Public comment was requested for submission via email ahead of the meeting. No known emails came in for public comment, and no members of the public were in attendance.

Committee Business

Minutes for the October 24, 2022 meeting were approved with no edits.

Committee liaison Maddelyn High shared a proposed process and timeline for drafting the committee's first annual report. Committee members talked through various details, including distribution of the report; how library and bond communications staff members will support report development and design; and soliciting input from bond construction and design teams. Jeffrey Scherer and Karl Dinkelspiel offered to take the lead on getting information directly from project delivery teams, with High's scheduling support. High noted that follow-up to assign report components will be conducted via email.

Bond Implementation Update

Bond Program Management Office (PMO) Director Mike Day gave an overview of the overall bond portfolio, starting with the budget. Since the committee last met, the budget was adjusted to \$417 million which includes committed reserve dollars for the East County Library, Holgate Library, Midland Library, and seismic for Albina and North Portland libraries. Day reported that progress to meet bond spend-down requirements is good. Day noted that the bond team continues to true up project costs, and shared that the team continues to track and mitigate known risks at the project level as previously shared with the committee. Day also shared that work related to the Regional

Workforce Equity Agreement (RWEA) and the Labor Management Community Oversight Committee (LMCOC) is ramping up.

Day also shared an update on COBID participation rates for projects that are currently underway, noting no changes yet for professional services. The team expects to have updates next time after another round of A/E firm solicitations. In response to a question, Day explained that participation percentages are based on the total contract dollar amount for professional services (so, if a contract is for \$1 million and the participation rate is 20%, that equates to \$200,000, excluding reimbursable expenses). For the General Contractor CM/GC services, an estimated cost of work (ECOW) (for direct construction costs) is used for forecasting the COBID participation rate prior to contract execution. The County has established for the Library Bond program aspirational goals for COBID participation with the General Contractors at 25% of the "ECOW." In response to another question about training for MWSDVESB (minority-owned, women-owned, service disabled veterans, emerging small business) certification, Day noted that several certification paths exist, like Port of Portland's, from which some of the firms the library is using are graduates. Day added that the county has a commitment to build up training for the trades and the bond contributes 1% of construction costs to this Community Diversity Equity Fund (CDEF). This is a County policy for all capital construction projects. Other agencies in our regions are doing similar things to help create a pipeline at both the firm level and the trades level.

Moving on to bond work sequencing, Day noted no major schedule changes beyond City of Portland permitting delays being tracked for North Portland and Albina libraries.

PMO Deputy Director for Department of County Assets Kate Vance (she/her) reintroduced herself to the committee and shared that the bond team is now using graphics to help committee members understand which phase each bond project is in (pre-design, schematic design, design development, construction documents, construction administration).

Vance shared project-level updates as follows:

- The *operations center* (renovations and additions) is in the construction administration phase, with a target opening of November 2023. No major schedule or budget changes, and the project is still tracking for LEED gold and energy net zero.
- *Holgate Library* (new construction) is also in the construction administration phase, and Vance thanked folks who were able to attend the January 6 groundbreaking ceremony. This library is now closed to the public, and deconstruction just began. LEED gold is the sustainability target for this library. RACC led a process to determine public art for interior and exterior wall graphics and for exterior site enclosures, and Vance shared brief profiles of selected artists. The GMP has now been finalized.
- *Midland Library* (addition and renovation) is in the construction documents phase, with a grand opening still targeted for summer 2024. This building is now closed to the public so construction mobilization can begin after permit approval (anticipated in late February). Vance shared a brief profile of the RACC-selected artist engaged to complete a mural for the gathering circle wall.
- *Albina Library* (historic renovation and addition) is in the construction documents phase, with a grand opening still targeted for fall 2024. Approval from the City of Portland Historic

Landmark Commission was received in early December, and work on interior layouts continues. A public closure date has not yet been determined, and it's possible that permitting delays may impact the overall schedule. There are no budget changes to report since the last quarterly committee meeting, although design VE efforts are underway.

- *North Portland Library* (historic renovation and addition) is in the construction documents phase, with a grand opening still targeted for summer 2024. Historic resource review is complete but the time delay caused a delay in building permit applications, and the team is working through possible construction schedule impacts. Work is happening now on interior layout, furniture selection, and design for the Black Resource Center. Vance invited committee members to participate in public voting for interior design themes. GMP bidding came in above target, and the team is working on budget alignment (which may include rebidding). PMO Deputy Director for the Library Katie O'Dell shared some recent highlights on community engagement for both Albina and North Portland libraries.
- *East County Library* (new building) is in the schematic design phase, and a purchase and sale agreement with TriMet is expected this spring. An MOU is now executed for work on the South Civic Hub. GMP is expected to be finalized in early 2024, and construction mobilization will begin a bit earlier to help meet spend-down requirements. Grand opening is slated for late fall 2025. Funds from the bond premium reserves were recently dedicated to this project to cover higher escalation and to support costs of parking, outdoor civic space, and unforeseen poor subsurface soil conditions. Vance shared some early (draft) architectural renderings, and O'Dell provided a community engagement update.
- *Refresh Project* work is still being coordinated and the timeline is being mapped out, with Central, Gregory Heights, and Capitol Hill libraries up first. Central Library will close for updates this spring (exact date TBD), and the bond team shared how MCL expects to continue some services during closure via outreach and a pop-up location.
- *Technology* planning also continues, including AMH details, video and AV decisions, and work to determine self-checkout kiosks.

Action Items + Closing

The committee revisited annual report elements to get clarity on next steps for organizing virtual conversations with design and construction professionals to gather feedback on project progress using a consistent set of questions. High offered to follow up via email to support interview question development and scheduling, and to solicit volunteers for other annual report elements.

The meeting adjourned at 5:50 pm.