

Fire Station 21 Project as of August 10, 2011

Project Status		
Overall:	Green	<ul style="list-style-type: none"> • A Memorandum of Understanding (MOU) between PF&R and the Portland Development Commission concerning the removal of the Madison Street Dock is under review by both parties, but as part of the MOU, a separate Intergovernmental Agreement (IGA) will be required which is in the process of being negotiated. • The architectural/engineering procurement process is underway with the completion of the evaluation process.
Schedule	Green	The Fire Station 21 Project is 3 months past the original schedule for architectural/engineering procurement as a result of an unexpected protest that necessitated a re-evaluation of the proposals. It is too early in the project to predict any negative consequences resulting from this delay. At this time, the project remains tentatively on schedule.
Cost	Green	The Fire Station 21 Project remains within budget.
Scope	Green	The Fire Station 21 Project remains within its scope.
Quality	Green	The procurement processes and anticipated contract negotiations will enable the best opportunity for PF&R to define and ensure the highest quality architectural and engineering.

Narrative

Meetings

The first Fire General Obligation Bond Project Oversight Committee (POC) meeting was held on April 26, 2011. At this initial meeting, PF&R reviewed the POC's roles and responsibilities for providing oversight and guidance for the Fire GO Bond Projects. The scope of the Station 21 project was reviewed along with information on the project activities, timeline, issues, and financial status.

Executive Summary

The initial RFP evaluation and subsequent selection of an architectural and engineering firm to design and construct the fire station, dock, and boathouse was completed in May 2011. However the evaluation process was challenged by one of the unsuccessful proposers and Procurement Services determined that it was necessary to void the initial evaluation and re-evaluate the proposals with a new evaluation committee. The second RFP evaluation committee completed their evaluation on August 3rd. The next step will be for Procurement Services to issue a Notice of Intent to Award expected to be issued either this week or next. Once the Notice of Intent to Award is issued, a seven-day protest period must pass before PF&R can begin contract negotiations with the selected firm.

PF&R and Portland Development Commission (PDC) came to an agreement concerning removal of up to 70 feet of the Madison Street Dock, which involves realignment of the lease boundaries. A Memorandum of Understanding (MOU) is being reviewed by both parties. However, as part of the MOU, PDC is requiring a separate Intergovernmental Agreement (IGA) between PF&R and PDC before construction is allowed to begin. The conditions of this IGA are unknown and PF&R is attempting to negotiate the IGA as soon as possible. PF&R believes it is in the best interest of this project to have the IGA in place before the contract with the architectural / engineering firm is finalized.

Major timelines / milestones

The architectural/engineering procurement process is underway, and when completed, the design for the fire station, dock and boathouse will begin.

PF&R and Portland Development Commission came to an agreement concerning the removal of the Madison Street Dock and a MOU is being reviewed by both parties.

Project status / highlights / accomplishments

(same as listed under Major timelines / milestones)

Project risks / issues

Securing the requisite permits for work in the Willamette River is a nontrivial, difficult undertaking that should not be underestimated. The geology of the site will be studied and evaluated as the project moves forward and could present unexpected challenges to meet seismically standards.

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US Fish and Wildlife service, which regulates in-water construction, allows construction in the Willamette River only within specific timeframes. If additional unexpected delays occur, we may be prevented from beginning construction as scheduled.

The Portland Development Commission's (PDC) concerns about the removal of the Madison Street Dock are being addressed in a MOU that is currently being reviewed by both parties. At this point, one of PDC's non-negotiable terms in the MOU appears to be the further negotiation of an Intergovernmental Agreement (IGA) before they will allow construction to begin on the dock. The objective of the MOU was to know in advance of the design effort, the conditions for removing a portion of the dock and building the new one. If other conditions are put in place with an IGA, it could cause changes to the design, and add cost or delay to the project.

Finally, with Commissioner Leonard's announcement that he will not be seeking another term, a critical City Council supporter of the Station 21 project will be lost.

Problems encountered / how they were dealt with

The initial architectural/engineering RFP evaluation process, completed in May 2011, was challenged by one of the unsuccessful proposers. Procurement Services determined that it was necessary to void the initial evaluation and re-evaluate the proposals with a new evaluation committee. PF&R complied with Procurement Services guidance and appointed a second RFP evaluation committee that completed their evaluation on August 3rd.

The challenges of satisfactorily addressing PDC's concerns about the Madison Street Dock were initially discussed at meetings with PDC, Project Manager Connie Johnson, and PF&R and later at a meeting with senior PDC representatives, senior PF&R representatives, and Commissioner Leonard. The concerns are being addressed in a MOU that is currently being reviewed, but further communications and negotiations concerning the requirement of an IGA are expected.

Next steps / next quarter projections

- Contract with the selected Architectural/Engineering firm should be completed
- Memorandum of Understanding with Portland Development Commission (PDC) should be finalized and Oregon Department of State Lands (ODSL) lease boundaries realigned
- Intergovernmental Agreement (IGA) should begin as soon as possible and should be finalized by the end of the next quarter