

IMPROVING OUR COMMUNITY



COLUMBIA GATEWAY URBAN RENEWAL AGENCY

CITY OF THE DALLES

AGENDA
COLUMBIA GATEWAY
URBAN RENEWAL ADVISORY COMMITTEE

Conducted in a Handicap Accessible Meeting Room

Tuesday, November 12, 2013

5:30 pm

City Hall Council Chambers

313 Court Street

The Dalles, Oregon

Cancelled

1. CALL TO ORDER
2. ROLL CALL
3. PLEDGE OF ALLEGIANCE
4. APPROVAL OF AGENDA
5. APPROVAL OF MINUTES – September 17, 2013
6. PUBLIC COMMENT (for items not on the agenda)
7. ACTION ITEM – Recommendation concerning selection of an architectural firm for the City Parking Structure
8. ONGOING URBAN RENEWAL PROJECTS UPDATE
9. FUTURE MEETING – December 17, 2013
10. ADJOURNMENT



CITY of THE DALLES

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AGENDA STAFF REPORT

URBAN RENEWAL ADVISORY COMMITTEE

MEETING DATE	AGENDA LOCATION	AGENDA REPORT #
November 12, 2014	Action Item	

TO: Urban Renewal Advisory Committee

FROM: Jon Chavers, Administrative Fellow

THRU: Nolan K. Young, City Manager *NKY*

DATE: November 6, 2013

ISSUE: Selection of downtown parking structure design services firm

BACKGROUND:

Interviews to select a firm to provide design services for the Downtown Parking Structure were held on Tuesday, October 8th. The project includes a new above ground parking structure, designed to provide 300 to 325 parking stalls, public restrooms and 2,200 square feet of ground floor retail space. This project is an essential component in providing parking both to the proposed hotel to be constructed adjacent to the Granada Theater as well as the downtown neighborhood.

Seven firms submitted responses to the City's request for proposals. The selection committee was comprised of seven individuals with representatives from the City Council, the Urban Renewal Advisory Committee, Rapoza Development Group, the Historic Landmarks Commission, Economic Development Specialist, and the City Manager's Office. After review of these proposals, four firms were invited to interview and present their proposals to the selection committee. Applying firms' interview responses were reviewed for such considerations as ability to remain with the City's proposed project budget, ideas to build the most efficient parking structure at the lowest cost possible, understanding of the project's importance to the community and strategies for responding to challenges that arise during the development process. The selection committee scored each firm's responses and narrowed their consideration to the top two

scoring firms. From these, a single firm that received a high score from a majority of selection committee members was identified.

FFA Architecture and Interiors, Inc. of Portland was chosen as the top firm to provide design services for the Downtown Parking Structure. A reasonability assessment regarding FFA's proposed fee and schedule has been requested by staff and is projected to be complete by the URAC meeting. Staff will report on the matter at the meeting. Staff recommends the URAC accept FFA as the firm designing the parking structure on condition of Rapoza, receiving a firm commitment by investors on the hotel project. The current deadline for Rapoza to officially pursue development is December 31, 2013.

Selection of FFA will be for design services only. Should development on the hotel project not commence on schedule, construction of the parking structure may be delayed as needed with a finished design already on file.

BUDGET IMPLICATIONS: A reasonability assessment regarding FFA's proposed fee and schedule has been requested from the consulting firm, CH2M Hill Engineers, Inc. They will be compensated a lump sum of \$3,100 for this review. FFA's fees for Phase One of the project: Preliminary Design and Phase Two: Construction Documents are preliminary but they will not exceed \$119,314.00 and \$170,590.00 respectively.

STAFF RECOMMENDATION: Staff recommends the URAC accept FFA as the firm designing the parking structure on condition of Rapoza, the group developing the hotel, receiving a firm commitment by investors on the hotel project.

COMMITTEE ALTERNATIVES: Recommend to the Urban Renewal Board that they delay award of this contract until Rapoza purchases the Granada Block properties. Recommend to the Urban Renewal Board another round of interviews if staff recommendation of FFA as the design services firm is not acceptable.