

CLACKAMAS COUNTY BOARD OF COUNTY COMMISSIONERS

Policy Session Worksheet

Presentation Date: 11/23/21 **Approx. Start Time:** 2:00 **Approx. Length:** 30 minutes

Presentation Title: Gladstone Library

Department: Business & Community Services

Presenters: Sarah Eckman, BCS Interim Director and Cindy Becker, County Administration

Other Invitees: Mitzi Olson, Gladstone and Oak Lodge Library Manager; Jason Varga, Oak Lodge/Gladstone Community Project Project Manager; Mindy Garlington, Gladstone City Councilor; Jacque Betz, Gladstone City Administrator

WHAT ACTION ARE YOU REQUESTING FROM THE BOARD?

We are requesting approval from the Board to address a funding gap and to approve proceeding with construction of the Gladstone Library.

EXECUTIVE SUMMARY:

This library is a new 6,000-square foot building at the site of the former Gladstone City Hall. The project includes meeting space, dedicated areas for children and teens, book drop with exterior access, self-checkouts, public computer access, staff workrooms and public restrooms.



This Policy Session is the culmination of previous communications and meetings regarding this project. At an Executive Session in August, 2021, the BCC agreed to delay both the Gladstone and Oak Lodge projects in order to obtain current cost estimates from the Construction Manager/General Contractor (CMGC) firm that was being engaged for the Project. (A construction delay of four months has been approved by the City of Gladstone.)

The chart below compares budget projections including the CMGC estimate (with and without Value Engineering (VE))

Original	July Estimate	CMGC \$	CMGC w/ VE
\$6.0 million	\$7.4 million	\$7.7 million	\$7.0 million

Funding available for this project is as follows:

State ARPA Funds	\$0.5M
Gladstone Beginning Fund Balance	\$0.3M
General Fund (100) Portion of Revenue Bond*	\$3.9M (Payment=\$281,856/year)
Library Budget Portion of Revenue Bond*	<u>\$2.1M</u> (Payment= \$151,884/year)
Total	\$6.8M

*Bond rate calculated for 20 years @3%

There is a \$200,000 shortfall between the available funding (\$6.8 million) and project budget (\$7.0 million)

Once this shortfall is addressed, the project is ready to proceed (see options) .

FINANCIAL IMPLICATIONS (current year and ongoing):

Is this item in your current budget? X YES NO

What is the cost? \$ 7.0 million

What is the funding source? County backed Revenue Bonds, Library Funds, ARPA

STRATEGIC PLAN ALIGNMENT:

- How does this item align with your Department's Strategic Business Plan goals?
This aligns with the BCS strategic result of preserving, improving, and enhancing the quality and capacity of managed properties and facilities. The construction of the new libraries supports the Oak Lodge and Gladstone Library program so the public can access publically funded diverse materials and services to achieve their individual goals.
- How does this item align with the County's Performance Clackamas goals?
This project aligns with the Vibrant Economy Goal: It provides economic development, public spaces, and community enrichment services to residents, businesses, visitors, and partners so they can thrive and prosper in healthy and vibrant communities.

LEGAL/POLICY REQUIREMENTS:

There is an IGA between County and City of Gladstone in which the County agreed to construct and manage two libraries: Gladstone and Oak Lodge.

PUBLIC/GOVERNMENTAL PARTICIPATION:

A number of public outreach strategies were initiated to reach the widest audience. Public input ranged from in-person interviews with teens, residents and staff, to an on-line open house. Project information and events were advertised via multiple methods, with a dedicated project website to share information, surveys and updates.

A dedicated Planning Task Force was created which included residents of the Gladstone Library Service area, members from the Gladstone Library Advisory Board, Gladstone Library Foundation Advisory Board and Clackamas County Library Board of Trustees. The Task Force met numerous times with design consultants and County staff to create a Master Plan, review options/changes and provide input throughout the process.

County staff - and Commissioner Savas - met with the Planning Task Force on 11/15/21 to provide an update on the library project. Members had the following comments and concerns:

- Frustration with moving timelines – folks really want to see progress
- Interest in tearing down the existing city hall structure sooner than later
- Interest in more frequent communication. (Note: The Project Manager agreed to send monthly email updates with the next meeting likely to be in February)

- Need to remember that this is one project with two sites.
- Time to re-engage the Arts Subcommittee - determine meeting frequency so participants can identify ways to engage the community

FUNDING GAP OPTIONS:

The following options are presented to address the funding gap

1. Reduce construction/design and owner contingencies by \$200,000 which would still leave \$700,000 in contingency
2. Increase County General Fund portion of revenue bond by \$200,000 (adds \$14,616/year)
3. Utilize \$200,000 from ARPA funds distributed to the County

FUNDING GAP RECOMMENDATION:

3. Utilize \$200,000 from ARPA funds distributed to the County

REQUEST TO PROCEED OPTIONS

1. Proceed with building the library
2. Delay building the library
3. End the project

REQUEST TO PROCEED RECOMMENDATION

1. Proceed with building the library.

ATTACHMENTS: PPT

SUBMITTED BY:

Division Director/Head Approval _____
Department Director/Head Approval *Sam Edman*
County Administrator Approval _____

For information on this issue or copies of attachments, please contact Jason Varga @ 503-351-4012



Gladstone Library

Board of County Commissioners Policy Session
November 23, 2021

Library Design

Overhead View



Interior View



Library Design

View from Portland Ave



View from Dartmouth St



Inside Looking West



What's Included

- Meeting room with outside entrance for after hour use
- Children's materials and play area
- Adult lounging and materials
- Teen lounging and materials
- Study rooms
- Public internet and duplicating services
- Staff area
- Outside courtyard for programs or lounging
- Bathrooms
- Area for holds
- Foundation book sale area

Planning Task Force

At-large members

Lisa O-Brien, Chair
Todd Anslow
Deborah Bokowski
Kristi Haller-Shaffer

Lauren McClintock, Vice-chair
Nancy Turner
Mei-Chen

Gladstone Library Advisory Board Members

Margaret Bertalan
Natalie Smith

Nancy Eichsteadt
Libby Spencer

Gladstone Library Foundation Advisory Board Members

Beverly Chase
Lani Saunders

Clackamas County Library Board of Trustees Member

Leslie Shirk

Gladstone Community Library Planning Task Force first met on January 29, 2019.

Members of both Task Forces selected the design team led by Opsis.

Members unanimously voted to recommend BCC accept Master Plan on November 10, 2020.

Members approved VE changes.

Community Engagement

The design team held a variety of activities to obtain feedback throughout the process.

SUMMER 2019

- In-person/phone stakeholder interviews

FALL 2019

- In-person open house with opportunities to inform and gather input
- Online public survey in both English and Spanish
- Targeted outreach to identified underserved communities

WINTER 2020

- In-person design workshop for each project area
- Targeted outreach to identified underserved communities

SUMMER 2020

- Online public survey (provided in English and Spanish)
- Targeted outreach to identified underserved communities



BCC Engagement

Issues/updates: Task Force Planning

- November 2018
- January 2019
- November 2021

Policy Sessions: Task Force planning and project updates

- March 2018-November 2021

Business Meetings:

- October 2017 –Settlement Agreement between City of Gladstone and Clackamas County
- October 2019 –Approved contract with Opsis Architecture LLP to create a Master Plan and conduct public outreach
- November 2019 –Approved library construction and operation Intergovernmental Agreement between Clackamas County and the City of Gladstone
- January 2021 –Approved Gladstone Master Plan
- June 2021 – Approved bid exemption to use Construction Manager/General Contractor procurement methodology

Budget & Funding

Original Budget	July 2021 Estimate	Construction Manager/General Contractor (CMGC) Estimate	CMGC w/ Value Engineering (VE) Estimate
\$6.0 million	\$7.4 million	\$7.7 million	\$7.0 million

Available Funding	
State ARPA* Funds	\$0.5 million
Beginning Fund Balance	\$0.3 million
General Fund Portion of Revenue Bond**	\$3.9 million (\$281,856/year)
Library Budget Portion of Revenue Bond**	<u>\$2.1 million</u> (\$151,884/year)
Total	\$6.8 million

*American Rescue Plan Act
 **Bond rate calculated for 20 years @3%

Budget Shortfall

Budget	\$7.0 million
Available Funding	\$6.8 million
Budget Shortfall	\$200,000

Potential solutions to address shortfall:

- Reduce construction/design and owner contingencies by \$200,000; would still leave \$700,000 in contingency *OR*
- Increase general fund portion of revenue bond by \$200,000 (adds \$14,616 per year)
- Use \$200,000 from ARPA funding from County

Task Force Feedback

County staff and Commissioner Savas met with the Planning Task Force on 11/15/21 to provide an update on the library project. Members had the following comments and concerns:

- Frustration with moving timelines – folks really want to see progress
- Interest in tearing down the existing city hall structure sooner than later
- Interest in more frequent communication. (Staff agreed to send monthly email updates with the next meeting likely to be in February)
- Need to remember that this is one project with two sites
- It's time to re-engage the Arts Subcommittee

Status (2021)

- October: City of Gladstone agreed to extend the IGA by 4 months to allow more for project cost estimates.
- Nov. 9: Board of Commissioners updated on Gladstone Library
- Nov. 15: Gladstone Task Force update
- Nov. 18: Library Board meeting
- Nov. 23: Board of Commissioners Policy Session
- December: Proceed to next phase of design and then construction, based on decision made by the Board

Updated Gladstone Project Timeline

