



Facilities Project Review Committee Meeting

Minutes of Meeting

Thursday, January 16, 2025

A hybrid meeting of the Facilities Project Review Committee was held in the DeArmond room of the Deschutes Services Building and via Zoom virtual meeting platform at 11:30 a.m. on Thursday, January 16, 2025.

Members Present:

- Will Turner
- Renee Alexander
- Dan Close
- Mark Kneeshaw

Members Absent:

- Tom Pfeiffer

County Staff / Elected Officials Present:

- Patti Adair, County Commissioner
- Lee Randall, Facilities Director
- Eric Nielsen, Facilities Capital Improvement Manager
- Whitney Hale, Deputy County Administrator
- Angie Powers, BOCC Administrative Assistant

Others Present:

- Wayne Powderly, Project Manager Cumming Management Group & Deschutes County/Owner's Representative for the Courthouse Expansion
- Cory Loomis, Senior Project Manager Pence Construction
- Bonnie Dominguez, Intern Facilities
- Phil Henderson, Former County Commissioner

Call to Order: Acting Chair Patti Adair called the meeting to order at 11:30 a.m.

1. Introductions for Staff and Committee Members

2. Membership Update

Hale noted the committee currently has two vacant positions, which were vacated by Jerry Milstead and Kent van der Kamp. They are actively recruiting to fill these vacancies. The recruitment is open until filled and Hale anticipates the first review of these applications will take place in early February. Responding to a request from Commissioner Adair, Hale will ask Erik Breon to please post these committee recruitments on LinkedIn.

3. Courthouse Expansion Project – Eric Nielsen, Wayne Powderly, Lee Randall

Nielsen provided a project overview, including ongoing, completed and upcoming work. The courthouse expansion includes 51,000 square feet, with three stories and a basement. Nielsen shared a rendering from Bond Street.

Work completed to date was summarized. Site fencing is up, and the tower crane is on site. Stair and elevator cores are currently being constructed. A site entrance off Harriman is being utilized for trucks and deliveries. Main utilities are in place. Under-slab plumbing is being put into place, with tie ins to street utilities. Mass excavation is completed, with some excavation ongoing. Shoring has been completed and was due to unforeseen soil conditions found after the removal of drywells.

Randall described Stair 2, the main egress stairwell from the third, second, and first floors off the lobby and staff administration areas. Foundations, pad footings for columns, and elevator core footings were shown. Photos of retaining walls that tie into the existing building were described. Gang forms are being built flat on the ground and hoisted into place for installation inside of the stair and elevator cores. Elevator 2's 30-foot cores require extra coordination on concrete pours and is a unique process, which Randall described in some detail. The elevator 3 core will be poured in the next week or two. Elevator 3 will be a private staff elevator. Elevator 1 will be the main public elevator core. Randall noted that with floor 3 being a warm shell, everything will be constructed and in place for the second public elevator to be installed at a future date when the third floor is occupied. This represents some cost savings for the current project.

Responding to Adair, Powderly said the project is between 15 and 20% complete.

Randall shared the next big milestone will be the slab pour for the basement then the backfill of the areas where the new entrance will be. It will then be concrete work with first, second and third floors going up. Nielsen said that backfilling along Bond will free up some space for Pence to stage materials.

Overall schedule - Nielsen reported the project is still on track for summer 2026 completion. The overall construction schedule is 30% of the way through and distinguished this figure from the 15-20% estimated project completion provided by Powderly.

Budget update - Randall summarized some additional costs due to unforeseen site conditions, construction schedule extension and design revisions. The requested budget increase is \$2,900,000. Unforeseen site conditions account for \$180,000. Construction schedule extension account for \$1,520,000 and design revisions including changes in scope account for \$1,200,000. Acknowledging the complexity of the project, Commissioner Adair expressed concerns over the steep design revision cost increases, reflecting an increase of 43%. She had questions about why the project moved forward with only a 3% contingency, noting that in her experience contingencies normally range between 5 and 10%.

Facilities is working with Finance and the CFO on identifying funds within a reserve in the Campus Improvement Fund 463, should the Board of Commissioners approve the \$2.9 million requested budget increase. Responding to Commissioner Adair's concern over the project budget update report date of November 22, 2024, Randall said that project budget updates have a two-month lag between report date and the date on which it is presented to the committee. This reflects a 4 to 6-week timeline required to process pay applications. Randall reported that to date there are no other unexpected expenses due to unforeseen site conditions since the report dated November 22, 2024.

Renee Alexander asked when the GMP was set with contingency set aside, as normally this contingency can cover most of these changes. Powderly said the GMP date was established on March 22, 2024 (90% CDs). Nielsen noted this was prior to receiving comments back from the City of Bend.

Responding to Dan Close, Randall said that \$46.8 million is the new project cost, with the budget increase request to go before the Board of Commissioners on/around January 29th.

4. Questions/Comments

There were no additional questions or comments. The committee discussed potential future dates for the next FPRC committee meeting. Randall noted the committee typically meets quarterly. The next major project milestone is the slab pour in April, and he will follow up with the committee with a meeting date/time likely sometime in April.

Commissioner Adair asked Randall to please receive a copy of the January 22nd budget as soon as it's available.

ADJOURNMENT: The meeting was adjourned at 12:10 p.m.

Respectfully submitted,



Angie Powers, BOCC Administrative Assistant