

T. T. a.

Memorandum Date: February 26, 2011
Agenda Date: March 16, 2011

TO: Board of County Commissioners
DEPARTMENT: Management Services
PRESENTED BY: David Suchart, Director
AGENDA ITEM TITLE: DISCUSSION and ACTION – Disposition of the Extension Services Building

I. **MOTION**

II. **AGENDA ITEM SUMMARY**

The disposition of the Extension Services Building is requested as the asset is no longer being utilized.

III. **BACKGROUND/IMPLICATIONS OF ACTION**

A. **Board Action and Other History**

In May 2010 a ballot measure failed which would have extended County financing for Extension programs. Oregon State Extension Services gave notice that they would no longer house their program (as of September 2010) in the facility located on 13th Avenue on the north side of the Fairgrounds. The other tenant in the facility, the H&HS Offender Program, was scheduled to move to their new location in August 2010.

Due to the condition of the facility, the Management Services Director recommended its demolition. The Board requested options for possible usage and an RFI for potential uses of the site was issued (see Attachment A). Two proposals were received, one from St Vincent de Paul and a second from the Lane Events Center. Those proposals are attached as Attachments B & C. In December 2010 the Board tabled the issue until the convening of the new Board. The Facilities Committee was given the proposals for its review and consideration. The recommendation of that Committee is to accept the proposal of the Lane Events Center.

B. Policy Issues

See Board Goals.

C. Board Goals

Protecting the public's assets by maintaining, replacing, or upgrading the County's investments in systems and capital infrastructure, and identifying ways to improve space and facilities conditions to better serve citizens, insure the adequate maintenance of existing infrastructure, and provide an environment conducive to high employee productivity, as outlined in the Goals and Strategy B.1.d. of the County's Strategic Plan, will be served by the completion of these projects.

D. Financial and/or Resource Considerations

Attachment D is a summary of costs associated with the remodel/renovation of the current facility to bring that building up to County standards. While those costs can be reduced by either scope change or standards change, those changes are not recommended by staff.

If the asset is to be demolished the cost estimate is approximately \$43,500. Costs for providing new electric infrastructure have not been established.

E. Analysis

The asset in question is located on County property and, unless it is sold, the ultimate responsibility and liability for managing and maintaining that asset rests with the County. While the St Vincent de Paul proposal would reduce some of those expenditures it cannot fully absolve the County of all risks and responsibilities. The Lane Event Center proposal would provide flexibility for programming on that site and appears to be in the best long range vision for that site (not withstanding the fact that the Lane Event Center still needs to adopt a more up to date Master Plan).

F. Alternatives/Options

Accept the proposal from the Lane Events Center.

Accept the proposal from St Vincent de Paul.

Accept neither alternative and let the asset remain vacant for some unspecified time (there is risk here in that an empty building deteriorates and is a potential target of vandalism).

Accept neither alternative and mothball the facility for some unspecified time (there are costs associated with this and it is still a potential target of vandalism).

IV. TIMING/IMPLEMENTATION

If the first option is taken, see Attachment E for timeline.

V. RECOMMENDATION

The Facilities Committee recommends the first option.

VI. FOLLOW-UP

Depends on Board decision.

VII. ATTACHMENTS

- A. RFI
- B. Proposal from St Vincent de Paul
- C. Proposal from Lane Events Center
- D. Remodel Cost Worksheet
- E. Timeline

Attachment A

LANE COUNTY MANAGEMENT SERVICES DEPARTMENT

Request for Information (RFI)

for

Utilization of the Extension Services Building

Release Date: Thursday, November 18, 2010

Responses to be received by:

3:00 pm, Wednesday, December 8, 2010

Return to: David Suchart, Director
Lane County Management Services
125 East Eighth Avenue
Eugene, OR 97401

SUBMISSION INSTRUCTIONS:

Due Date for Submissions: Wednesday, December 8, 2010 at 3:00 pm

Due Date for Questions: Friday, November 26, nit 5:00 pm by email only

Walk-Thru of Facility: Tuesday, November 23, 2010 at 3:30 pm

Notification of Intent: Interested parties should notify RFI Coordinator by email as soon as possible in order to be placed on an email distribution list.

Please label all responses as "Extension Services Building RFI"

RFI Coordinator:

David Suchart, Director
Lane County Management Services
151 West Seventh, Room 199
Eugene, OR 97401
541-228-0669
David.s.suchart@co.lane.or.us

Disclaimer: Lane County reserves the right to retain all information submitted. All submissions are public records to the extent required by the Oregon Open Records Statutes. Lane County reserves the right to modify the services requested in the Request for Information (RFI). The County also reserves the right to negotiate with a selected submitter for service, or to issue a Request for Proposals. It is emphasized that this request is for planning and information purposes only and is not to be construed as a commitment by the County to enter into a contractual agreement.

Objective of the Request for Information (RFI)

Lane County is currently evaluating the utilization of the former Lane County Extension Services Building at 950 West 13th Avenue. The purpose of this RFI is to solicit information from individuals or organizations as to possible uses of that site and/or existing building. One objective would be the highest and best use for said site and/or existing building for the citizens of Lane County. A second would be to minimize costs and liability to the County for management and maintenance of said facility.

There are no restrictions on teaming arrangements for any submission. The request does not provide a rigid set of guidelines, and as such, respondents are encouraged to take creative liberties, provided they remain aligned with the purpose and objectives outlined in this RFI.

Supplemental information:

Square Footage: 9582 sq/ft

Occupancy: Group B

Construction: Type V one hour

Wood joist and steel truss roof structure

Slab on grade

2 x 4 framing with 5/8" gypsum interior and 1/2" ply and 3/4" wood siding exterior walls

Parking spaces: 205

History: Originally built 1963 by Morin & Longwood

Remodel 1993 h/c toilet and offices

Remodel 1994 Mental Health area at west end

Remodel 2001 roof replacement

The building has been vacant since September 30, 2010. A previous study of the facility concluded there were a number of deficiencies in the building. Based on that study costs could range up to approximately \$1.4m to fully remodel the building to current code and County standards. Cost of demolition is estimated at \$43.5k. Straight cost of replacement is approximately \$1.6m.

Rent (FY08) \$76,128 (\$.98 sq/ft) (does not include indirect from County program)

Rent that would be requested: \$116,280 (\$1.02) (9500 sq/ft)

Utility cost: approximately \$27k

Submission Requirements:

All submissions must be received by 3:00 pm on Wednesday, December 8, 2010 to be considered. Late submissions will not be considered under any circumstances.

Submissions may be submitted via email or in person. All proprietary information must be clearly marked in the proposal. Proprietary information will be protected to the extent possible under Oregon Open Records Statutes.

There are no restrictions on the teaming arrangements for any submission.

Threshold Requirements:

All submissions must demonstrate the following threshold requirements to be considered. The County will not consider any submission that does not address these requirements satisfactorily:

Commitment to a multi-year development of the proposed project

Demonstrated experience in successful development and management of sites and properties

Demonstrated commitment to developing creative and effective ways of lowering costs while meeting project objectives

Demonstrated commitment to collaboration

All Submissions Must Include:

Introductory information about the organization and/or team making the submission (should include information for primary contact [phone/email address]) (limit 1 page)

A statement of qualification including but not limited to
Examples of experience in developing and managing sites and/or property including reference contact information
Description of any special qualifications
(limit 2 pages)

Preliminary project outline (timeline of project) (limit 1 page)

Preliminary cost estimates (identify one-time and recurring costs separately in conjunction with timeline (limit 2 pages)

Narrative Project Description

Must include answers to questions on page 7 of RFI

May include any information relevant to the project (limit 10 pages)

Questions to be answered in narrative:

1. For what purpose(s) (short term and/or long term) will the site and/or building be reused? How do these purposes fit with Lane County goals and objectives?
2. Will you utilize the current building? If yes, what improvements would be required? What is your proposal for financing improvements?
3. How would your proposal possibly impact operations at the Lane Events Center?
4. How would your program possibly impact the neighborhood and how will you collaborate with neighborhood?
5. Will your agency/team be able to sign a standard lease with the County, to include liability provisions?

Attachment B



ST. VINCENT de PAUL SOCIETY OF LANE COUNTY, INC.

Social Services – (541) 689-6747
Stores – (541) 345-0595
Office – (541) 687-5820
Fax – (541) 683-9423

705 South Seneca
PO Box 24608
Eugene, OR 97402
Visit us at www.svdp.us

December 7, 2010

David Suchart, Director
Lane County Management Services
151 West Seventh, Room 199
Eugene, OR 97401

RE: Extension Services Building RFI

Dear Mr. Suchart,

Thank you for the opportunity to respond to Lane County's Request for Information for the Extension Services Building at 950 West 13th Avenue in Eugene. The St. Vincent de Paul Society of Lane County, Inc. (SVDP) is very interested in taking over the management of this property and the existing structure on it. Our purpose is to use the building for offices, meeting space, and special event space.

SVDP was incorporated in 1955 and is the largest nonprofit human services organization in Lane County. Our mission is to "assist the poor and those in need of consolation, seeking out and utilizing any resource. Being mindful of the sanctity and dignity of all, any charitable work that advances those goals is within the mission of St. Vincent de Paul." We implement our mission by providing services in four core areas: affordable housing, social services, homeless services, and job training and placement. In 2009 we helped over 84,000 people.

Meili Construction and Bergsund Delaney Architecture and Planning, two well-respected Lane County firms, will work with us to rehabilitate the building. We will collaborate with several businesses and nonprofits to ensure the property continued to serve a community purpose.

Please use the following for our primary contact information:

Terry McDonald
St. Vincent de Paul
P.O. Box 24608 / 705 Seneca Road
Eugene, OR 97402
(541) 687-5820 x 125
tmcdonald@svdp.us

We hope to partner with you on this exciting project.

Sincerely,

Terry McDonald
Executive Director

"Help Us Help Others"

Statement of Qualifications

SVDP has owned and managed property in Lane County since the 1950s. Our portfolio of commercial spaces includes nine retail thrift stores and two warehouses. Here are some examples of our experience with commercial real estate development:

- 705 Seneca Road in Eugene: Purchased the property and remodeling the existing building to include more offices. Over the course of the next 25 years, built an additional warehouse and a retail store on the property.
- 90170 Prairie Road in Eugene: Lease the property for use as a manufacturing and recycling facility.
- 4555 Main Street in Springfield: Purchased a vacant lot and built a retail store.
- 199 Q Street in Springfield: Lease the property for use as a retail thrift store. The building required extensive remodeling prior to opening the store, all of which we did ourselves.
- 2315 Highway 101 in Florence: Purchased an existing big box store and small strip mall. All spaces were remodeled. The big box store is a SVDP retail thrift store and we lease the remaining stores to local businesses.

In October 2010 SVDP completed and began managing our 1,000th unit of housing. Our experience includes rehabilitation and new construction of single family homes, multi-family apartment complexes and manufactured home parks. Within many of these properties we have build community rooms, laundry facilities, small retail spaces, Head Start day care centers, and small office spaces.

The agency has an in-house Property Management department that oversees all housing. Our team includes a Property Management department lead with over 12 years of experience, one Property Manager certified by the State of Oregon, and 10 support staff. Two teams of maintenance professionals provide upkeep at all our properties (including the commercial spaces). We are in good standing with all the people from whom we lease property, and are in compliance with city, state and federal regulations on all our housing.

SVDP has a history of leasing property from Lane County to meet community needs. In 2003 SVDP and Lane County entered into a long-term lease for two single family homes at 1308 and 1396 Jefferson Street in Eugene. SVDP leases each home for \$1 per year. The term of the lease is 15 years. SVDP subleases the homes to low-income families at an affordable rate.

While Lane County still owns the properties, SVDP is responsible for maintaining and insuring the property. To date we have invested over \$76,000 in 1308 Jefferson and \$24,000 in 1396 Jefferson. Paying a low lease rate for the properties has made it possible for SVDP to invest the money to bring the houses back to usable condition.

As part of the agreement SVDP has signed a statement signifying that the agency will hold Lane County harmless from any liability. To our knowledge Lane County has never been subject to any liability as a result of this arrangement.

SVDP has a similar relationship with the Eugene 4J School District. For over 20 years we have leased a property at 1995 Amazon Parkway in Eugene for our First Place Family Center. To our knowledge the school district has not been subject to any liability as a result of this project.

*St. Vincent de Paul Society of Lane County, Inc.
Extension Services Building RFI*

The following three references can speak to our experience developing and managing property:

Mike Favret
Real Estate Broker
Windermere Real Estate/Lane County
(541) 521-2902
mikefavret@windermere.com

Mary Bartlett
Commercial Banking
Umpqua Bank
(541) 434-2964
MaryBartlett@UmpquaBank.com

Jon Lauch
Director, Facilities Management & Transportation Services
4J School District
(541) 790-7414
lauch@4j.lane.edu

Preliminary Project Outline

| | |
|--|---------------------|
| Enter into a long-term lease with Lane County for the Extension Services Building | January 2011 |
| Begin rehabilitation | February 2011 |
| Finish rehabilitation; finalize leases with non-SVDP occupants | March 2011 |
| Occupy offices; grand opening | April 2011 |
| Pay all utilities, on-going maintenance, and other operating expenses for the building As funds become available, continue to make improvements to the building | May 2011 – May 2026 |

Preliminary Cost Estimates

| Task | Date | Cost |
|--|-------------------|--|
| Enter into a long-term lease with Lane County for the Extension Services Building | January 2011 | \$1 per year for 20 years paid to Lane County (recurring cost) |
| Begin rehabilitation (see detailed breakdown of rehabilitation costs below) | February 2011 | \$218,996 for rehabilitation (one time cost) |
| Finish rehabilitation; finalize leases with non-SVDP occupants | March 2011 | \$0 |
| Occupy offices; grand opening | April 2011 | Estimate \$5500 per month for insurance, utilities, and other operating costs (recurring cost) |
| Pay all utilities, on-going maintenance, and other operating expenses for the building | May 2011-May 2026 | Estimate \$5500 per month in recurring costs (projected 3% cost increase every year) |
| As funds become available, continue to make improvements to the building | May 2011-May 2026 | One time costs; unknown |

Estimated One-Time Rehabilitation Costs

| | |
|---|------------------|
| Site work (tree trimming and concrete work) | \$1,230 |
| Replace windows and doors | \$39,441 |
| Painting | \$40,000 |
| Trim and finish work | \$21,865 |
| Heating system | \$15,000 |
| Electrical | \$27,227 |
| Contractor overhead | \$30,410 |
| Contingency (@ 25%) | \$43,793 |
| TOTAL | \$218,966 |

Narrative Project Description

1) For what purpose(s) (short term and/or long term) will the site and/or building be reused? How do these purposes fit with Lane County goals and objectives?

St. Vincent de Paul (SVDP) will enter into a long-term lease (at least 15 years) with Lane County for the site and building at 950 West 13th Avenue in Eugene. The building will be used for the following purposes:

- House SVDP's Property Management division. If space is available, house some of SVDP's social service programs designed to help working families, seniors and people with disabilities succeed in housing.
- Provide office space for local businesses and nonprofits, including but not limited to the Lane County Homebuilders Association, Preferred Northwest Property Management, Free People, and start-up microenterprises.
- Offer meeting space to community organizations such as Save Lane Extension Programs, Lane County Master Gardener Association, Nutrition Education Program, and others.
- Provide temporary overnight shelter for homeless individuals during extreme cold weather.

The site will be used for related purposes:

- Parking for the offices
- Special events such as the Small Woodlands Association annual tree sale and the Lane County Master Gardener Association's annual plant sale

Please note: If Lane County and/or the Lane Events Center would like to use some of the parking at the site we are open to making arrangements for this. We note from reviewing the RFI that there are 205 parking spaces available; we do not anticipate needing all of them.

The proposal is a natural fit with two of Lane County's goals (as listed in the document "Lane County Goals 2008"):

- **Grow local businesses:** SVDP intends to rent approximately half of the office in the building to businesses and nonprofits. Some of the businesses will be emerging small businesses that need inexpensive office space to get started. By providing this office space SVDP will help local businesses start and grow.
- **Convert legacy practices to sustainable practices (for example, use local resources currently thought of as waste).** Reusing a building is much less expensive than building a new one. Keeping an existing building in place reduced the amount of waste being landfilled. Either way you look at it this project represents a sustainable practice.

Please see attached several letters of support from businesses and community organizations.

2) Will you utilize the current building? If yes, what improvements would be required? What is your proposal for financing improvements?

SVDP plans to utilize the current building. We recommend the following improvements:

- Replace windows and carpeting

- Paint the interior and part of the exterior
- Clean the existing HVAC system and make repairs as necessary
- Replace light fixtures
- Minor site work such as tree trimming and landscaping

Many of these improvements are designed to lower costs while meeting project objectives. For example, cleaning the HVAC system and installing new windows should greatly increase the building's energy efficiency. The new light fixtures will also lower energy usage for the building.

SVDP will pay for all improvements ourselves; we will not ask Lane County to shoulder any of the financial burden of the improvements. Our Property Management division generates income that can be utilized to pay for repairs. Funds from leasing the office spaces to outside firms will also help finance improvements. SVDP will seek grants, low-interest loans, and energy efficiency incentives to make major improvements to the building. Whenever possible we will utilize in-kind donations and volunteer labor to complete the work. For example, we will seek volunteers to paint some interior spaces and provide landscaping.

The model for returning the building to useable condition will be similar to the model we used for the houses on Jefferson Street: with a low lease rate of \$1 a year, SVDP can afford to make the improvements necessary to return the building to good condition.

3) How would your proposal possibly impact operations at the Lane Events Center?

The proposal will have a positive impact on operations at the Lane Events Center. Our offices will see significant foot traffic as people come by to pay their rent, sign leases, and attend meetings. Some of these folks will be inclined to attend events at the Fairgrounds since they're in the neighborhood already.

We are open to suggestions about how we can promote events at the Fairgrounds. Examples may include making a bulletin board available or posting fliers in the front window.

Again, we are willing to make some parking spaces available to the Fairgrounds if requested.

4) How would your program possibly impact the neighborhood and how will you collaborate with the neighborhood?

SVDP is not recommending a change of use for the building. We do not anticipate that our use of the building will have any new impact on the neighborhood. We are happy to meet with the local neighborhood association to discuss ways to maintain the building's community benefit.

5) Will your agency/team be able to sign a standard lease with the County, to include liability provisions?

Yes. It is our intention to hold the County harmless of liability or maintenance costs for the facility. We have liability provisions in our existing contract with the County for the houses at 1308 and 1396 Jefferson Street.



December 6, 2010

Terrence R. McDonald
St. Vincent de Paul
P.O. Box 24608
Eugene, OR 97402

Dear Mr. McDonald,

I appreciate the opportunity to write this letter in support of your application to Lane County's "Utilization of the Extension Services Building RFI." The Home Builders Association of Lane County recognizes your organization as one of the premier affordable housing developers in the State of Oregon. St. Vincent de Paul's continued efforts to help those less fortunate is a vital service to the community and supporting that activity assures that the building will continue to be a community asset.

Our Association is also very interested in sub-leasing approximately 1,500 sq. ft of the building from St. Vincent de Paul. We represent a large segment of the Lane County business community and the centralized location of the building would benefit our members. We also provide educational classes on several construction related topics and the building's auditorium and parking is more than adequate to accommodate the classes.

I strongly support St. Vincent de Paul's application. It really does represent the highest and best use for the property. Thank you for your service to our community.

Sincerely,

A handwritten signature in black ink, appearing to read "Ed McMahon". The signature is fluid and cursive, with a long horizontal stroke at the end.

Ed McMahon
Executive Vice President



Preferred Northwest
PROPERTY MANAGEMENT

December 1, 2010

Terrence R. McDonald
St. Vincent de Paul
P.O. Box 24608
Eugene, OR 97402

Dear Mr. McDonald

Thanks for the opportunity to submit a letter of support for your application to Lane County's "Utilization of the Extension Services Building RFI." Preferred Northwest Property Management is very interested in partnering with St. Vincent de Paul to make sure the building continues to benefit Lane County citizens.

My company would like to rent office space as a small business site. We are a locally owned and operated small business that provides management and sales activity in the Lane & Josephine County areas. Our property management services two separate divisions. One specializes in mid to high end homes and duplexes and the other specializes in low income, HUD subsidized housing management. By partnering with St. Vincent De Paul at this location, this will help with collaboration and expansion of the low income housing management division of my company.

In addition, my company sees the following benefits in keeping the Extension building in use:

- My company will bring additional business to the Fairgrounds and/or the Lane Events Center by increasing traffic flow to the area. Although not retail, my company tends to generate a lot of traffic on a consistent monthly basis, both tenants and owners, which would reasonably patronize the Fairgrounds as a whole.
- The site represents the highest and best use for Lane County citizens because it utilizes the building for regular steady income generation. Additionally, small rental spaces within this building would increase business activity within the City of Eugene.

I strongly encourage you to support St. Vincent de Paul's application. It really does represent the highest and best use for the property. Thank you for your consideration.

Sincerely,

Heather Hannah Buch
Owner

www.HeatherHannah.com
info@HeatherHannah.com
637 B. Street, Springfield, OR 97477

November 30, 2010

Terrence R. McDonald
St. Vincent de Paul
P.O. Box 24608
Eugene, OR 97402

Dear Mr. McDonald:

We feel honored that you have asked us to submit a letter of support for your application to Lane County's "Utilization of the Extension Services Building RFI." As we have partnered with you in the past, and personally know of the tremendous work you do on behalf of the citizens of Lane County, Free People would love to see St Vincent de Paul be able to acquire this building to further your work.

Our organization would be interested in renting space from St Vincent de Paul for several purposes. We need an office to conduct business from as well as a meeting place to better serve our clients. We work directly with people from the homeless community who are seeking to escape the downward spiral of homelessness and get their lives back on track. We envision a place where our clients can come and receive counsel and encouragement as well as practical help in meeting needs. Homelessness affects us all and by helping people out of it we benefit the entire community.

It would be a loss to all of the citizens of Lane County to tear down the building and replace it with a parking lot. Here is a structurally sound building that can be used for the good of the entire community. St Vincent de Paul has a proven record of making a difference in the lives of thousands of people and we know that they would make the very best use of the building and site.

We strongly encourage you to support St. Vincent de Paul's application. By granting their application, we as an organization will benefit, as well as the whole community. Thank you for your consideration of their application.

Sincerely,



David Robertson

December 3, 2010

Terrence R. McDonald
St. Vincent de Paul
P.O. Box 24608
Eugene, OR 97402

Dear Mr. McDonald:

Thanks for the opportunity to submit a letter of support for your application to Lane County's "Utilization of the Extension Services Building RFI." The OSU Extension Service – Lane County horticulture program would be glad to see the building remain as a community asset for Lane County and we are very interested in partnering with St. Vincent de Paul to help see that the building continues to benefit Lane County citizens.

The OSU Extension Service used the facility for decades and was the center for all of our educational programs. Since our recent move, finding inexpensive, centrally located, good meeting location space has been extremely difficult. OSU Extension – horticulture program is very interested in being able to use the auditorium and/or conference room for Master Gardener seminars, the Sustainable Landscape classes, the compost training classes, the community gardening series classes, plus a myriad of Master Gardener committee meetings. The parking lot has been the location of our famous Spring Garden sale of plants which has been a major source of support money for the locate office and Master Gardener program. OSU Extension Service in Lane County now must find local/alternative funding sources. Providing educational classes and the plant sale are critical events in keeping this vital program active and alive in Lane County. We would like to continue to utilize the meeting space and/or space in the parking lot for our activities. Extension is constantly working with people looking at new businesses of farming, small farms, landscaping, greenhouses and agriculture enterprises. The 950 W 13th Street as previously, provided a great location for small farm chicken classes, for our regional livestock person to hold livestock classes, for the area small farms faculty to hold small farm classes. We look forward to the return of the Forestry, 4-H and Family Community Health programs. The auditorium would provide a place to hold classes that would bring in the needed income.

With all of our classes outside our current office location, the direct connection to the OSU Extension Service is now as clear as when we met at the 950 W 13th location.

In addition, the OSU Extension Service – Lane County sees the following benefits in keeping the Extension building in use. Extension classes are for the benefit of Lane County and its citizens.

- By holding educational class, this provides a critical model for funding the current Extension Service classes
- The current location is well known by the public.
- Partnering is the funding model of the future. The more partners, the greater our limited resources will go.
- The 13th Street site represents the highest and best use for Lane County citizens because of its past history for positive educational programs and the huge number of educational programs given at that location.
- The 13th Street location is centrally located, along 13 Avenue which is convenient to bus, walking and bicycle traffic.
- Upgrading the existing building is a great use of community funds. This allows St. Vincent de Paul to use an existing building to service the community, a building recycle concept is very green for Eugene. It is also better to keep the existing building, rather than turning it into a parking lot, because of its use for the community, public classes and potential demonstration plots.

I strongly encourage you to support St. Vincent de Paul's application. The collaboration between St. Vincent de Paul and Extension is a great partnership and can return greatly to the local community. It really does represent the highest and best use for the property.

Thank you for your consideration.

Sincerely,

Ross Penhallegon
OSU Extension – Lane County horticulture faculty

Terrence R. McDonald
St. Vincent de Paul
P.O. Box 24608
Eugene, OR 97402

L.C.M.G.A.
December 6, 2010

Dear Mr. McDonald:

The Master Gardener program in Lane County is one of the most active Oregon Master Gardener Association Chapters in the State of Oregon. Lane County Master Gardener Association (LCMGA) supports OSU Extension Service Master Gardener™ programs with thousands of hours of volunteer services and provides funds for offices, programs, and Master Gardener educational activities, including: Compost Specialists, Pruning Specialists, Sustainable Landscape Specialists, Adaptive Gardening, Grass Roots Garden, Huerto de la Familia, community gardening projects, food preservation, and support for lower income families.

The LCMGA board of directors wants to take this opportunity to support St. Vincent de Paul's proposal to make use of the "Extension Services Building" at the Lane County Fair grounds in Eugene. Master Gardener programs have used most all parts of this facility over the past few decades. Our immediate need is for space to hold gardening training events and fundraisers that support LCMGA activities. We hope to stabilize funding for horticulture and Master Gardener programs in the next two years. When that happens MG programs may be able to rent part of the building. SVDP's reuse of the building will make use of an existing structure instead of removing a public asset that would take millions of dollars to replace. If the building is razed, there are no plans to replace the facility. We hope SVDP will make the highest and best use of these facilities, including Master Gardener programs.

LCMGA members are currently helping to train about 100 new Master Gardeners in the first quarter of 2011. These new volunteers will join the 300-plus Master Gardeners presently living and working in Lane County. Conservatively, Master Gardeners generate over \$250,000 of educational services each year. We hope St. Vincent de Paul will be able to make space available for MG activities. We are currently planning the MG Spring Plant Sale for the latter part of April. These activities, and many other Extension education programs, certainly will be better able to serve the community if St. Vincent de Paul is able to lease the building and grounds.

LCMGA is very interested in partnering with St. Vincent de Paul to make sure the building continues to benefit Lane County citizens with housing, health, and educational services, including MG programs. This would permit the highest and best use of an existing public facility for the benefit of the citizens of Lane County. The Lane County Master Gardener Association looks forward to a developing relationship to achieve our mutual goals of community service. Please contact us directly if there is anything we can do to help ensure the reuse of the building in support of Master Gardener programs.

Sincerely,



Thomas Kulick, President
Lane County Master Gardener Association
541-344-0265

Terrence R. McDonald
St. Vincent de Paul
P.O. Box 24608
Eugene, OR 97402

S. L. E. P.
December 3, 2010

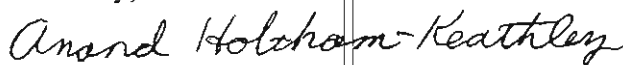
Dear Mr. McDonald:

Extension Service programs in Lane County have operated out of the "Extension Services Building" at the Lane County Fair grounds in Eugene for many years. We want to take this opportunity to support St. Vincent de Paul's proposal to make use of this building for services that are beneficial to the public and that will provide opportunities for OSU Extension's Master Gardener, Master Food Preserver, Forestry, 4-H, and other Extension programs to use the facility in the future. This reuse of the building will support Extension programs, offer potential office space in future years and make use of a structure instead of removing a public asset that will take millions of dollars to replace. If the building is razed, there are no plans to replace the facility.

The Save Lane Extension Programs committee (SLEP) is working to return OSU Extension programs and services to the citizens of Lane County. We're working to return Extension programs to Lane County after the loss of Lane County funding and the failure of a ballot measure in May. We've already revived the Horticulture/Master Gardeners program (supports agri-business) and expect soon to announce the return of the Master Food Preservers program (educates the public on safe food preservation supported by Oregon State). The Hort/Master Gardeners' program is currently renting temporary space at 783 Grant Street. Over the next few years, we hope to find stable funding options for these programs that will allow them to rent more suitable space like the former Extension office. The building you are proposing to make use of still has many of the assets inside, outside, and location that will serve future Extension activities, specifically the auditorium and kitchen for education classes, 4-H meetings and the parking space for the spring and fall Master Gardeners plant sale and the Lane County Woodlands Assn. spring tree seedling sale. This is just a sample of the uses of the facility by Extension programs as they return to Lane County. It should be noted the OSU Extension Service administration has set target dates for the return of Extension programs to Lane County, the last being the 4-H program by October 2011.

SLEP is very interested in partnering with St. Vincent de Paul to make sure the building continues to benefit Lane County citizens for general services and specifically for Extension Service programs. The OSU Extension Service did not use the entire building for many years and doesn't anticipate using the entire facility any time in the future. We see the future OSU Extension Service using part of the facility as described above, assuming St. Vincent de Paul can secure the use of the facility. This would permit the highest and best use of an existing public facility for the benefit of the citizens of Lane County.

Sincerely,



Anand Holtham-Keathley
SLEP Committee Facilitator
541-343-3017



Home of the Lane County Fair

RESPONSE TO
REQUEST FOR
INFORMATION FOR
UTILIZATION OF
THE EXTENSION
SERVICES BUILDING

DECEMBER 8, 2010

INTRODUCTORY INFORMATION

LANE EVENTS CENTER/ LANE COUNTY FAIR - *A Department of Lane County*

DIRECTOR, LANE EVENTS CENTER/LANE COUNTY FAIR -
Rick Reno

Lane County Fair Board:

Greg Evans – Chairman

Sid Voorhees – Vice Chairman

Cliff Kelley

Rosalie Long

Eric Myers

Phone: 541/682-7375

E-mail Address: rick@laneeventscenter.org

REFERENCES:

Chief Administrative Officer for Lane County - Jeff Spartz

Lane County Board of County Commissioners:

Bill Fleenor – Chairman

Rob Handy – Vice Chairman

Bill Dwyer

Pete Sorenson

Faye Stewart

PROJECT OUTLINE

Management of Lane Events Center (LEC) and Lane County Fair (LCF) strongly recommend the immediate removal of the structure referred to as the Extension Service Building (ESB). The removal of the ESB would enable the Lane Events Center to offer more revenue producing activities to the surrounding communities including, but not limited to, LTD park and ride, University of Oregon park and ride, RV camping possibilities, Farmer's market – type events, and other

opportunities for local businesses to expand their outreach. In addition the removal of the ESB will afford the Youth Fair to continue in the tradition of the 4-H and FFA Fairs, primarily in the family camping activities. Upon the removal of the structure (ESB), LEC and LCF management would begin facilitating minimal modifications to remaining property footprint including, but not limited to, the installation of additional water service, electrical service, appropriate fencing and gates, etc.

PRELIMINARY COST ESTIMATES

DEMOLITION: \$43.5K

ELECTRICAL/WATER INSTALLATION: \$10K-\$20K

FENCING/GATES: \$20K

This proposal is strongly supported by the Lane County Fair Board.

Beginning in 2011, the Lane County Fair will incorporate a Youth Fair to afford the displaced 4H/ FFA youth and other Lane County youth the opportunity to participate in the Lane County Fair. Participating youth will be able to show their exhibits and animals and continue to participate in auction proceedings if applicable. A major portion of the youth fair experience is “camping out with family and friends” near their animals during the run of the Fair. If the site currently occupied by the “ESB” were available to the Lane County Fair/ Youth Fair, logistical decisions could be made to allow the youths and their families to continue their camping activities. Other additional multi-year developments include, but are not limited to, local business opportunities that could potentially provide revenue to the fairgrounds through rental of the space while providing access for business and groups to encourage local spending. Some of those groups include Farmers Market - type entities that encourage local spending and local products for the community. Other opportunities include park and ride applications such as the U of O game day shuttle, the LTD Park and ride, and RV camping facilities. Easy access off 13th Avenue, coupled with available parking, could create positive return business that would help drive the local economy.

All of the aforementioned opportunities are multi-year in duration and, with the removal of the facility, offer the highest levels of potential future use at the lowest levels of expense to Lane County. With the structure known as the Extension Services Building (ESB) removed, standard lease agreements would not be necessary and future improvements to the site would be the responsibility of the Lane Events Center.

DEMONSTRATED EXPERIENCE IN SUCCESSFUL DEVELOPMENT AND MANAGEMENT OF SITES AND PROPERTIES

- **Crown Center - Chief Executive Officer**
Fayetteville, NC
- The Crown Center is a four building complex consisting of a 13,500 seat Coliseum, 60,000 sq. ft. Exhibition/meeting facility, 5,000 seat Arena, and a 2,470 seat Performing Arts Theatre and home of the Cumberland County Fair
- The Crown Center has been home to five minor league professional sports teams:
 - NBA/NBDL** – National Basketball Association’s inaugural National Basketball Developmental League’s Fayetteville Patriots
 - CHL** – Central Hockey League’s Fayetteville Force
 - SPHL** – Southern Professional Hockey League’s Fayetteville FireAntz
 - AF2** – Arena Football League’s Cape Fear Wildcats
 - NIFL/UFL** – National Indoor Football League’s Fayetteville Guard.
- Restructured the private management agreement between Cumberland County and aforementioned Arena Ventures resulting in over \$500,000 in immediate direct savings to Cumberland County.
- Instituted procedures to assess and collect non-performance contract penalties resulting in over \$350,000 in direct increased revenue to Crown Center.

- Progressively increased event attendance and positively attracted community involvement by successfully promoting/co-promoting entertainers represented by major agencies and promoters.
 - Oversaw approximately \$7,000,000 in capital upgrades to existing facilities working with the Cumberland County Commissioners following all County Government policies and procedures. This project required the combined efforts of many diverse elements of the political community.
 - Managed a \$6,000,000 operating budget while consistently maintaining year-end positive variances
 - Instituted the “**Broadway Series**” and expanded the Community Concert Series.
 - Re – instituted the **Home and Garden Show** in conjunction with the Fayetteville Home Builders Association.
 - Revitalized the **Cumberland County Fair** (The Crown Center is charged with the production of the fair) by increasing attendance and awareness which highlighted for the first time with major entertainment that included Carrie Underwood, Lynyrd Skynyrd and .38 Special.
- **Lexington Center - General Manager/ Chief Operating Officer**
Lexington, KY
 - Lexington Center consists of the 23,000 seat Rupp Arena, 950 seat Lexington Opera House, Heritage Hall at 110,000 square ft, Convention Center, and Triangle Park (Public Park)
 - Lexington Center consistently met its debt service obligations while funding Capital and Operating Reserves with no subsidy from the city government.
 - Developed and hosted many events in conjunction with the Lexington Area Convention and Visitors Bureau including basketball tournaments, Home and Garden shows, Boat, Sports and Fishing Shows, statewide and regional conventions.

Upon accepting employment as the Director of the Lane Events Center and the Lane County Fair, I was directed by the County Administration Officer and subsequently the Board of County Commissioners to, in essence, maximize the revenue potential of the “fairgrounds”. I strongly believe that the greater property flexibility we garner within the footprint of the fairgrounds, the greater potential for financial success will exist. In addition, the greater flexibility also will afford management the opportunity to further the possibility of attaining the position as a “destination point” as related to activity in Lane County.

During my two year tenure at the Lane Events Center/Lane County Fair and in the communities of Monroe, LA, Fayetteville, NC Norfolk, VA and Lexington, KY, demonstrated successful results have been accomplished. Those successful results have been facilitated by many different management philosophies while maintaining very strong core principles that have included collaboration with entities such as numerous Convention and Visitors Bureaus, Museum societies, Neighborhood associations, community volunteer boards, county governments, city governments, military establishments, fair boards, local user groups and multiple eclectic, diverse groups of business people.

The Lane County Fair had begun to fall into a less than desired financial status upon my arrival, and we began to immediately attack the areas needing the most improvement. We reduced expenses greatly while at the same time increasing the amount of entertainment at the fair and, based upon fairgoers responses, succeeded in re-establishing a positive image for the Lane County Fair.

DEMONSTRATED COMMITMENT TO COLLABORATION:

In August of 2010, the Lane County Board of County Commissioners directed Lane Events Center management to continue to operate the Lane Events Center arena as an ice center for at least one more year in a manner that accomplished “zero cost recovery”.

LEC management carried out the aforementioned direction and proceeded to formulate a “public/private” agreement that has thus far proven successful in affording the community the opportunity to continue to utilize the ice center for such activities as public skating, group lessons, hockey leagues and professional hockey.

The above was accomplished by utilizing a multi-faceted collaborative effort including an eclectic and diverse community of entities including, but not limited to, private entities, commercial entities, volunteer groups, and the individual user groups.

LEC management has also collaborated with the public in meetings and forums including, but not limited to, town hall sessions, neighborhood association meetings and individual meetings with concerned citizens. Discussions regarding this proposed project have already been started with user groups and neighborhood representatives to discuss potential impact of this solution or other possible proposals that may be submitted.

Direct contact has been made with the Chair of the Jefferson Westside Neighbor (JWN) resulting in a positive response to our RFI proposal. (Please see attached letter from Paul Conte, Chair of JWN)

Jefferson Westside Neighbors

A City-Chartered Neighborhood Association

www.jwneugene.org

December 2, 2010

Mr. Rick Reno, Director
Lane Events Center
796 W. 13th Avenue
Eugene OR 97402

RE: Proposal for Lane County Fairgrounds commercial building

Dear Mr. Reno,

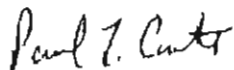
I would like to express my appreciation for your reaching out to the **Jefferson Westside Neighbors** board to present your proposed plans for the Lane County Fairgrounds commercial building formerly occupied by the OSU Extension Service.

My conversation with you was very informative and reassuring. As I expressed, activities on the Fairgrounds can have very significant, direct impacts on the residents that almost completely surround the Fairgrounds. Over the many years I've observed activities on the Fairgrounds, I've witnessed a wide range of impacts, from very positive – such as the Holiday Fair and Farmer's Market, to very negative – such as the era (well before your time) when there was a very large, poorly managed logging convention that spun off serious problems with public alcohol consumption and solicitation of street prostitutes in the residential areas to the north of W. 13th Ave.

The neighborhood was very sorry to see the OSU Extension Service leave, as they were a positive member of our community. A number of residents have expressed concerns about how that building and location will be used in the future.

I was very pleased by your assurances that, if your proposal is approved, you will work closely with the JWN Executive Board to ensure the use of this location doesn't negatively impact residents. Thank you again, and I look forward to a close and constructive relationship between the JWN and the Lane Events Center.

Cordially,



Paul Conte, Chair
1461 W. 10th Ave.
Chair@jwneugene.org
541.344.2552

EXTENSION SERVICES BUILDING
REMODEL COSTS

| | WEGroup 1997 | w/60% Inflation Factor |
|---------------------------|------------------|------------------------------|
| HARD COSTS | | |
| Maintenance & Repairs | | |
| Exterior | \$92,300 | |
| - Roof (March 2001) | <u>-\$30,000</u> | |
| | \$62,300 | \$99,680 |
| Interior | \$40,100 | \$64,160 |
| Asbestos | \$15,000 | \$15,000 |
| Energy Conservation | \$41,200 | \$65,920 |
| ADA | | |
| Exterior | \$15,480 | \$24,768 |
| Interior | \$47,900 | \$76,640 |
| Code Compliance | \$1,100 | \$1,760 |
| Structural | \$205,000 | \$328,000 |
| HVAC | \$237,000 | \$379,200 |
| Plumbing | \$27,000 | \$43,200 |
| Electrical | \$22,600 | \$36,160 |
| | | <u>\$1,134,488</u> |
| SOFT COSTS | | <u>\$283,622</u> |
| Total Remodel Cost | | <u>\$1,418,110</u> |

Cost of Demolition

| | | |
|----------|----------------|-----------------|
| Demo | \$24,000 | |
| Asbestos | \$15,000 | |
| Backfill | <u>\$4,500</u> | |
| | | <u>\$43,500</u> |

Estimate to build new

| | Class A-B |
|------------------------|-----------------------|
| Construction per sq/ft | \$128.70 |
| Eugene factor (1.07) | \$137.71 |
| Hard Cost 9500 sq/ft | \$1,308,235.50 |
| Soft Costs (.25) | <u>\$327,058.88</u> |
| Total Cost | <u>\$1,635,294.38</u> |

| | | |
|-------------------------------|---------|------------------|
| Rent (FY08) (.98x6500) | \$6,344 | \$76,128 |
| (FYXX) (1.02x9500) | \$9,690 | <u>\$116,280</u> |

Utilities: \$ 27,000

Current Value:

Attachment E

| Activity Name | Duration (Work Weeks) | Start Date | Finish Date | Resources Assigned | Cost 1 | Mar 2011 | | | Apr 2011 | | | | May 2011 | | | | Jun 2011 | | | Jul 2011 | | | | |
|-------------------------------|-----------------------|------------|-------------|--------------------|-------------|---|----|----|----------|----|----|----|----------|---|----|----|----------|---|----|----------|----|---|----|--|
| | | | | | | 13 | 20 | 27 | 3 | 10 | 17 | 24 | 1 | 8 | 15 | 22 | 29 | 5 | 12 | 19 | 26 | 3 | 10 | |
| 1 Demolition Project | 17.40 | 3/18/11 | 7/14/11 | | \$43,600.00 | [Gantt bar from 3/18/11 to 7/14/11] | | | | | | | | | | | | | | | | | | |
| 2 B/CC Approval | 0.00 | 3/16/11 | 3/16/11 | MS - B/CC | | [Downward arrow at 3/16/11] | | | | | | | | | | | | | | | | | | |
| 3 RFP preparation | 3.20 | 3/17/11 | 4/7/11 | MS | | [Gantt bar from 3/17/11 to 4/7/11 with label MS] | | | | | | | | | | | | | | | | | | |
| 4 Grading specs | 3.20 | 3/17/11 | 4/7/11 | engineers | | [Gantt bar from 3/17/11 to 4/7/11 with label engineers] | | | | | | | | | | | | | | | | | | |
| 5 Electrical specs | 3.20 | 3/17/11 | 4/7/11 | engineers | | [Gantt bar from 3/17/11 to 4/7/11 with label engineers] | | | | | | | | | | | | | | | | | | |
| 6 Remove salvagable materials | 2.00 | 3/21/11 | 4/1/11 | Facilities | | [Gantt bar from 3/21/11 to 4/1/11 with label Facilities] | | | | | | | | | | | | | | | | | | |
| 7 Bid Process | 2.60 | 4/14/11 | 5/3/11 | | | [Gantt bar from 4/14/11 to 5/3/11] | | | | | | | | | | | | | | | | | | |
| 8 Legal Notice | 0.00 | 4/14/11 | 4/14/11 | MS | | [Downward arrow at 4/14/11] | | | | | | | | | | | | | | | | | | |
| 9 Walk-Thru | 0.00 | 4/20/11 | 4/20/11 | MS - contractors | | [Downward arrow at 4/20/11] | | | | | | | | | | | | | | | | | | |
| 10 Bid Due | 0.00 | 5/3/11 | 5/3/11 | MS | | [Downward arrow at 5/3/11] | | | | | | | | | | | | | | | | | | |
| 11 Permit process | 1.00 | 4/18/11 | 4/22/11 | MS LMD | | [Gantt bar from 4/18/11 to 4/22/11 with label MS LMD] | | | | | | | | | | | | | | | | | | |
| 12 Contracts | 2.20 | 5/4/11 | 5/18/11 | MS Counsel | | [Gantt bar from 5/4/11 to 5/18/11 with label MS Counsel] | | | | | | | | | | | | | | | | | | |
| 13 Asbestos Abatement | 2.00 | 5/23/11 | 6/3/11 | contractor A | \$15,000.00 | [Gantt bar from 5/23/11 to 6/3/11 with label contractor A] | | | | | | | | | | | | | | | | | | |
| 14 Demolition | 2.00 | 6/6/11 | 6/17/11 | contractor B | \$24,000.00 | [Gantt bar from 6/6/11 to 6/17/11 with label contractor B] | | | | | | | | | | | | | | | | | | |
| 15 Site grading | 1.00 | 6/20/11 | 6/24/11 | contractor C | \$4,500.00 | [Gantt bar from 6/20/11 to 6/24/11 with label contractor C] | | | | | | | | | | | | | | | | | | |
| 16 Electrical upgrade | 2.00 | 6/27/11 | 7/8/11 | contractor D | | [Gantt bar from 6/27/11 to 7/8/11 with label contractor D] | | | | | | | | | | | | | | | | | | |
| 17 Project close-out | 0.80 | 7/11/11 | 7/14/11 | MS | | [Gantt bar from 7/11/11 to 7/14/11 with label MS] | | | | | | | | | | | | | | | | | | |
| | | | | | \$43,500.00 | [Summary row with total cost and weekly markers] | | | | | | | | | | | | | | | | | | |

