



AGENDA

ASTORIA DEVELOPMENT COMMISSION

Astoria Development Commission

February 1, 2016

*****6:00 p.m.*****

2nd Floor Council Chambers

1095 Duane Street · Astoria OR 97103

1. CALL TO ORDER

2. ROLL CALL

3. REPORTS OF COMMISSIONERS

4. CHANGES TO AGENDA

5. CONSENT CALENDAR

The items on the Consent Calendar are considered routine and will be adopted by one motion unless a member of the Astoria Development Commission requests to have any item considered separately. Members of the community may have an item removed if they contact the City Manager by 5:00 p.m. the day of the meeting.

(a) ADC Minutes of 12/7/15

(b) ADC Minutes of 12/21/15

6. REGULAR AGENDA ITEMS

All agenda items are open for public comment following deliberation by the City Council. Rather than asking for public comment after each agenda item, the Mayor asks that audience members raise their hands if they want to speak to the item and they will be recognized. In order to respect everyone's time, comments will be limited to 3 minutes.

(a) Heritage Square/Library Location – Next Steps (Community Development)

THIS MEETING IS ACCESSIBLE TO THE DISABLED. AN INTERPRETER FOR THE HEARING IMPAIRED MAY BE REQUESTED UNDER THE TERMS OF ORS 192.630 BY CONTACTING JULIE YUILL, CITY MANAGER'S OFFICE, 503-325-5824.



CITY OF ASTORIA

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January 28, 2016

MEMORANDUM

TO: ASTORIA DEVELOPMENT COMMISSION (ADC)

FROM:  BRETT ESTES, CITY MANAGER

SUBJECT: ASTORIA DEVELOPMENT COMMISSION (ADC) MEETING OF FEBRUARY 1, 2016

CONSENT CALENDAR

Item 5(a): ADC Minutes

The minutes of the ADC meeting of December 7, 2015 are enclosed for your review. Unless there are any corrections, it is recommended that the ADC approve these minutes.

Item 5(b): ADC Minutes

The minutes of the ADC meeting of December 21, 2015 are enclosed for your review. Unless there are any corrections, it is recommended that the ADC approve these minutes.

REGULAR AGENDA ITEMS

Item 6(a): Heritage Square/Library Location – Next Steps (Community Development)

The City Council adopted a FY2015-16 goal to investigate locating the Astoria Public Library as part of a mixed use project within Heritage Square, an almost 1.5 acre site in downtown Astoria. On August 17, 2015 the Astoria Development Commission authorized a Request for Qualifications (RFQ) to hire a consultant team that will assist the City's efforts in redeveloping the Heritage Square site and potentially the library site. On December 7, 2015 the Astoria Development Commission heard a presentation from City staff and the City's consultant Walker | Macy and Hacker who provided initial architectural design, basic "order of magnitude" cost estimating, and a financing strategy. On January 12, 2016 the City Council held a work session to discuss various options for moving forward. Based on this discussion, staff received direction on two paths: Evaluate the current cost estimate for Heritage Square to understand potential cost savings, and develop more information (including architectural concepts and cost estimates) on the options for expansion at the current library location. This would facilitate an "apples to apples" comparison of the universe of options for the future of the library.

At the January 12, 2016 work session, Council stated a desire to issue a new Request for Proposals (RFP) to solicit a new set of architectural professionals. Below is a summary of the options agreed upon by Council on January 12th, including the proposed combinations of the existing library site, which they wished to be included in an RFP. A library study will include a comparative analysis of the following:

- Library retained in current location, completely renovated with usable library space in the *basement*.
- Library retained in current location, completely renovated with a new addition on the adjacent *parking lot*.
- Library retained in current location, completely renovated with a new addition on the *Waldorf Hotel* site, which would require *acquisition and demolition*.
- Review of existing cost estimates for the Heritage Square concept

Since the last work session, staff has received feedback from Council members with regards to the process outlined. Based on that feedback, it would be in order to review and discuss the direction of issuing a new RFP as well as any specific criteria which a consultant should use in evaluating estimates. This will ensure that Council continues to concur on specific issues and staff receives clear direction on how to prepare a scope of work.

At the January 12th meeting, staff identified two methods for moving forward: 1) Amend the existing contract with Walker Macy that would act as a pass thru to Hacker Architects who specialize in library projects, or 2) Release a Request for Proposals/ Qualifications (RFP/Q) to select a new architecture firm. Once consensus is reached on the above options, a scope of work can be developed to implement the options. Subsequently, staff would bring forward a scope of work either in an amended contract form or a RFP with a timeline for future release. The first option could be executed within three weeks while a new contract could take two to three months. Either option requires Council approval assuming the contract amount exceeds \$10,000 and the project budget would be allocated from the Capital Improvement Fund. In addition to the contract execution, staff is requesting direction on the level of public involvement the Council desires which affects the project timeline, budget, and staff capacity. Given the Council's overall interest level, FY2015-16 Council Goal, and eagerness to find a solution, staff suggests using a Council work session format in lieu of a project advisory committee. Staff could also schedule an open house and other events to present the options described above and solicit public input. Once the City Council selects a site for the library, additional work can commence on the programming with more accurate cost estimating. Under any scenario, staff will continue to work on completing the environmental clean-up of Heritage Square and work with the Department of Environmental Quality on the issuance of a "Notice of No Further Action." It is recommended that the Astoria Development Commission consider the options for moving forward and provide direction regarding implementation of the City Council Goal associated with Heritage Square and the Astoria Public Library.