

## Phase I

Need to know for a school boundary?  
Who ultimately owns bldg?  
School Dist Policy

- Organize Study Committee
- Goals & Objectives & User Group Policy & Criteria
- Identify User Groups
  - their ~~needs~~ functions, space needs, time needs, furniture
  - ability to pay
- Series of Community Meetings to Discuss
- Establish <sup>list of</sup> potential users
- Prepare space-use analysis based on above steps
- ~~Estimate~~ Estimate renovation costs & operations & maintenance costs
  - Identify funding sources: public, private, contributions, grants
- ~~Prepare~~ Prepare final layout & costs & ~~identify funding sources~~ & request organization
- Approvals & Joint Use Agreements

12 weeks

## Phase II

- Architectural/Engineering Documents

12-16 weeks

## Phase III

- Construction

16-20 weeks

\* Occupancy & Use

Letting

## MULTNOMAH SCHOOL JOINT USE STUDY

### POTENTIAL USER CRITERIA

1. User fulfills a demonstrated community need in the Southwest area.
2. User serves the Multnomah community.
3. User serves the Southwest community.
4. User provides a clear public benefit (public and/or non-profit).
5. User has strong community support.
6. User contributes financially to operation and maintenance costs.
  - a. can pay own way
  - b. can pay partial costs
  - c. requires full subsidy
7. User can help finance space-use renovation.
8. User can share space and/or time.
9. User serves whole family and/or a broad range of age groups.
10. User maximizes (provides a substantial portion of) service delivery.
11. User compliments and/or supports other user activities.
12. User does not duplicate and/or detract from other user activities.

7/20/79

MULTNOMAH SCHOOL JOINT USE STUDY  
PRELIMINARY LIST OF USE-ACTIVITY NEEDS

1. Library Program
2. Neighborhood History Program
3. Child Care Programs
  - a. Infant Care
  - b. Preschool
  - c. Before School
  - d. After School
  - e. Full Day Care
  - f. Latch Key
4. Cultural-Recreational Use
  - a. Arts and Crafts Program
  - b. Dance Theater Program
  - c. Outdoor Park and Playground Use
  - d. Indoor Sports Programs
  - e. Drama Theater Program
  - f. Folk and Contemporary Dance Programs
5. Youth Service Program
6. Senior Citizens Programs
7. Retarded Citizens Programs
8. Neighborhood Associations and Information Program
9. General Meeting Space for a Variety of Groups
10. Vending Machine - Snack Area
11. Coordinated Bus-Stop and Shelter
12. Housing Programs
13. Day and Evening Adult Education
- 14.
- 15.
- 16.

Preliminary 7/11/79  
Revised 7/13/79

## MULTNOMAH SCHOOL JOINT USE STUDY

### PRELIMINARY LIST OF POTENTIAL USERS

- 1. Portland Public Schools Children's Library - maintain the existing books and furniture used by the elementary school.
- 2. Multnomah County Public Library book loan program.
- 3. Historical Room and Neighborhood History Program.
- 4. Hillsdale Pre-School Cooperative.
- 5. Southwest Parent-Child Collective.
- 6. Multnomah Children's Care Association, Inc.
- 7. YMCA Latch-Key Day Care Program.
- 8. Portland Public Schools Neighborhood Kindergarden
- 9. West Hills Montessori School (for ages 3 to 50)
- 10. Montessori Education Center of Oregon (adult education)
- 11. Hillel Academy (Jewish elementary education)
- 12. Multnomah Art Center (Park Bureau)
- 13. Civic Contemporary Dance Theater (Park Bureau)
- 14. Outdoor Park and Playground (Park Bureau)
- 15. Indoor Adult Sports (private group use - volleyball and basketball)
- 16. Southwest Yough Service Center
- 17. Southwest Senior Citizen Center
- 18. Loaves and Fishes Program
- 19. Multnomah Association for Retarded Citizens
- 20. Southwest Neighborhood Information, Inc.
- 21. Neighborhoods Against Crime Program
- 22. Meeting Space for variety of groups (~~School District 78-79 user list~~)
- 23. Tri-Met
- 24. Housing Authority of Portland
- 25. *Children's Repertory Dance Company*
- 26. *Martial Arts Class (private instruction)*
- 27. *Portland French-American Preschool*



MULTNOMAH SCHOOL JOINT USE STUDY  
PRELIMINARY LIST OF POTENTIAL USERS

Library Use

1. Portland Public Schools Children's Library - maintain the existing books and furniture used by the elementary school.
2. Multnomah County Public Library book loan program.
3. Historical Room and Neighborhood History Program.

Pre-School Child Care Use

1. Hillsdale Pre-School Cooperative
2. Portland French-American Preschool

School Age Child Care Use

1. Southwest Parent-Child Collective
2. Multnomah Children's Care Association, Inc.
3. YMCA Latch-Key Day Care Program

Education Use

1. Portland Public Schools Neighborhood Kindergarden
2. West Hills Montessori School (for ages 3 to 5)
3. Montessori Education Center of Oregon (adult education)
4. Hillel Academy (Jewish elementary education)

Recreation Use

1. Multnomah Art Center (Park Bureau)
2. Civic Contemporary Dance Theater (Park Bureau)
3. Outdoor Park and Playground (Park Bureau)
4. Indoor Adult Sports (Private group use - volleyball and basketball)
5. Children's Repertory Dance Company (private dance studio)
6. Martial Arts Class (private instruction program)

Social Use

1. S. W. Youth Service Center
2. S. W. Senior Citizen Center

Social Use (Continued)

3. Loaves and Fishes Program
4. Multnomah Association for Retarded Citizens

General Community Use

1. S. W. Neighborhood Information, Inc.
2. Neighborhoods Against Crime Program
3. Meeting space for a variety of groups
4. Tri-Met coordinated bus stop and shelter
5. Vending machine - snack area

Housing Use

1. Senior Citizen Housing
2. Low-Income Family Housing

Preliminary 6/26/79

Revised 7/10/79

Revised 7/13/79

[illegible]



Kristin

Louise - Marlene

Ed - Becky

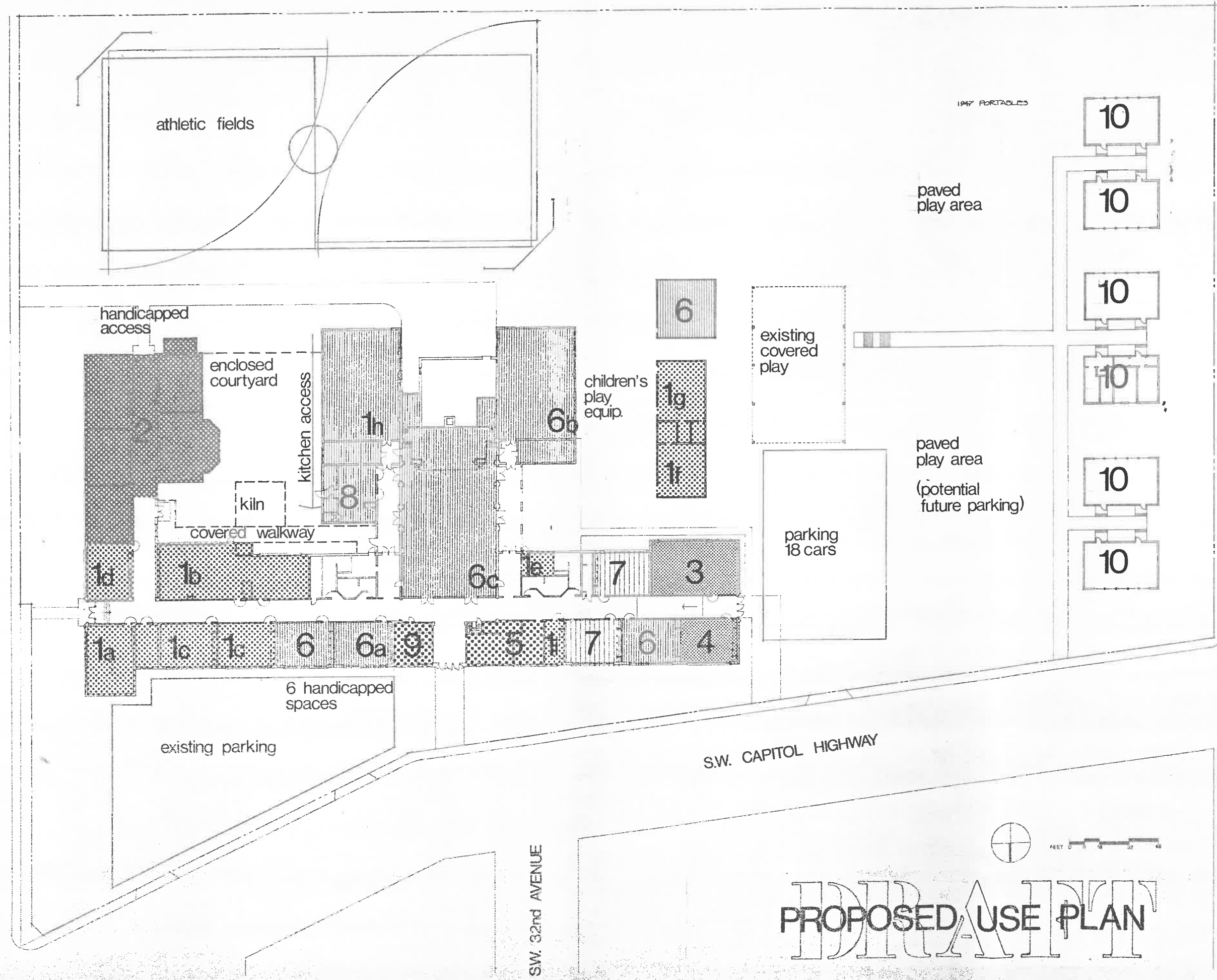
PROGRAM	POTENTIAL USER	LIBRARY - HISTORY		CHILD CARE / EDUCATION PROGRAMS						EDUCATIONAL PROGRAMS				CULTURAL- RECREATIONAL PROGRAMS						SOCIAL SERVICE PROGRAMS								
		PORTLAND PUBLIC SCHOOLS CHILDREN'S LIBRARY	MULTNOMAH COUNTY LIBRARY LOAN PROGRAM	NEIGHBORHOOD HISTORICAL ROOM - DISPLAY	HILLSDALE PRESCHOOL COOPERATIVE	PORTLAND FRENCH-AMERICAN PRESCHOOL	INSIDE WESTSIDE PLAYGROUND	MULTNOMAH CHILDREN'S CARE ASSN., INC.	YMCA LATCH KEY DAY CARE PROGRAM	WEST HILLS MONTESSORI SCHOOL	PUBLIC SCHOOL KINDERGARDEN	HILLEL ACADEMY ELEMENTARY EDUCATION	MONTESSORI EDUCATION CENTER OF OREGON	PUBLIC ADULT EDUCATION PROGRAM	MULTNOMAH ART CENTER	CIVIC CONTEMPORARY DANCE THEATER	CHILDREN'S REPERTORY DANCE COMPANY	INDOOR ADULT SPORTS	MARTIAL ARTS PRIVATE INSTRUCTION CLASSES	OUTDOOR PARK & PLAYGROUND	SOUTHWEST YOUTH SERVICE CENTER	SOUTHWEST SENIOR CITIZEN CENTER	LOAVES & FISHES PROGRAM	MULTNOMAH ASSN. FOR RETARDED CITIZENS	SOUTHWEST NEIGHBORHOOD INFORMATION, INC.	NEIGHBORHOODS AGAINST CRIME PROGRAM	GENERAL GROUP MEETING SPACE	HOUSING
FULFILLS DEMONSTRATED COMMUNITY NEED		•	•	•	•		•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•
SERVES MULTNOMAH COMMUNITY		•	•	•	•		•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•
SERVES SOUTHWEST COMMUNITY		•	•	•	•		•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•
PROVIDES CLEAR PUBLIC BENEFIT		•	•	•	•		•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•
STRONG COMMUNITY SUPPORT		•	•	•	•		•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•
CONTRIBUTES TO OPER. & MAINT. COSTS		•	•	•	•		•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•
HELP FINANCE RENOVATION									•	•		•		•	•					•	•	•	•	•	•			•
SHARE SPACE &/OR TIME		•	•	•	•		•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	
SERVES WHOLE FAMILY & RANGE OF AGE GROUPS		•	•	•	•		•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•
MAXIMIZES SERVICE DELIVERY		•	•	•	•		•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•
COMPLIMENTS & SUPPORTS OTHER USERS		•	•	•	•		•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•
DOES NOT DUPLICATE OR DETRACT FROM OTHER USERS		•	•	•	•		•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•
Committee Rank		M	M	L	L	X	L	L	L	M	S	S	S	L	L	S	L	S	L	L	L	L	L	S	L	L	L	M
Public Meeting Rank		L	L	L	L	?	L	L	S	S	NO	NO	M	L	L	S	L	S	L	L	L	L	L	S	M	M	L	?

8/1/79

[illegible]



SW. 31st AVENUE



SW. 34th AVENUE

SW. CAPITOL HIGHWAY

SW. 32nd AVENUE

PROPOSED USE PLAN

MULTNOMAH JOINT USE PLANNING STUDY



RESOLUTION NO.

WHEREAS, it is a policy of the City of Portland as stated in the City School Policy document to encourage the cooperative programming of City and School District land and facilities to allow for the best use by citizens of all ages, and

WHEREAS, the Board of Directors of School District No. 1 has closed Multnomah School as an education facility and has expressed its willingness to transfer title to Multnomah School to the City, and

WHEREAS, City services and other non-profit programs require space in which to operate and would find sharing space in Multnomah School desirable, and

WHEREAS, on October 31, 1979, City Council received the Multnomah School Re-use feasibility study which provides a proposed plan, cost estimates and suggested funding sources for the use of the Multnomah School facility as a multi-purpose community center, and

WHEREAS, the proposed plan has broad support from the community, NOW THEREFORE BE IT

RESOLVED, that City Council supports the concept of using Multnomah School as a multi-purpose community center as outlined in the Multnomah School Re-use study, and be it further

RESOLVED, that City Council hereby directs involved City Bureaus to prepare implementing documents for subsequent Council approval to include ordinances for:

1. A grant application to the Heritage Conservation and Recreation Service for Urban Parks and Recreation Recovery Act (UPARR) funds under the Innovative and Rehabilitation Program.

2. An agreement between the City of Portland's Bureau of Parks and School District No. 1 transferring title of the Multnomah School to the City, and BE IT FURTHER

RESOLVED, that preparations be made for the sale of Multnomah Art Center, proceeds of which are to be used as local match for the UPARR grant in the Multnomah School Re-use project. Actual sale of the building will not take place until the Multnomah Art Center is moved to the Multnomah School facility, and BE IT FURTHER

RESOLVED, that City Council adopts the proposal for renovation as laid out in Proposal Alternate 2 of the Multnomah School Re-use Study, at a cost of approximately \$823,453 plus \$60,000 for ceiling insulation for a total of approximately \$883,453 to be funded as follows:

Urban Parks and Recreation Grant	\$500,000
General Funds set aside in 1978 for	\$ 79,000
Senior Center Renovation	
Sale of Multnomah Art Center	\$185,000
General Funds	\$119,453
TOTAL	\$883,453

and BE IT FURTHER

RESOLVED, that it is the intent of City Council to accept responsibility for operation and maintenance of the Multnomah School facility at an estimated cost of \$120,000 in 1979 figures, contingent upon receipt of the UPARR grant and completion of a satisfactory agreement with School District No. 1 transferring the title to Multnomah School to the City of Portland.



Adopted by the Council:

Auditor of the City of Portland

Mayor McCready  
November 23, 1979  
CM:CB:mp

Exchange of Multnomah School Property  
With City of Portland

- 7439 WHEREAS, The City and the District have a long history of cooperating in property transactions in order to facilitate attainment of their respective goals; therefore be it
- RESOLVED, That the Superintendent provide on behalf of the District such assurances as the City may require to obtain favorable consideration of federal grants in support of the City's use of the Multnomah School Building as a multi-purpose community facility; and be it further
- RESOLVED, That the Superintendent continue discussions with the City to identify possible District needs that can be met by City cooperation and in discussion with the City identify the terms of this cooperative transaction for Board consideration.

## SUMMARY OF COSTS & FUNDING

The following table illustrates a summary of potential funding sources for the proposed Multnomah Multi-Use Center.

### A. Building and Tenant Renovation

Building and tenant renovation covers the repair and remodeling items which are needed to move in to the facility.

Alternative 1 includes a full range of facilities renovation to be completed at this time including all long-term preventive maintenance and energy efficient items.

Alternative 2 includes major renovation needed for preventive maintenance, remodeling and some grounds renovation.

Alternative 3 includes only the minimum repair and remodeling needed to occupy the building with all major renovation deferred.

It is proposed that funding for building renovation come from a number of sources. These include a) federal Urban Park and Recreation Recovery (UPARR) program, b) federal Area Aging grant program, c) sale of the existing Multnomah Art Center (MAC) building, and d) City General Fund, School District participation and/or other local sources.

The amounts available from the aging grant and sale of the existing MAC building are estimates provided by city staff. The large variable is the amount of money which may be available through a UPARR grant. The federal-local formula is 70% - 30%.

Utilizing the sale of the existing MAC building as the basic portion of the local share, Alternative 1 will require a substantially larger amount of local funds to obtain the UPARR grant needed. Discussion with city staff indicates that such a large federal grant appropriation may not be available for this facility.

Alternative 2 will require an additional \$31,000 added to the sale of the existing MAC building for the City's local share toward a UPARR grant.

Alternative 3 will require a UPARR grant of \$236,000, leaving the City with an \$85,000 surplus from the MAC sale proceeds.

### B. Annual Operation and Maintenance

Operation and maintenance costs for 1979-80 are programmed at \$98,000. Currently, \$33,500 is expended by the City for operation and maintenance of city activities which are proposed to be relocated in the building. Private, non-profit activities are expected to pay their pro-rata share for use of the building. This amounts to about \$6,000 for 1979-80.

This leaves a deficit of \$57,000 for the additional city-sponsored activities which will need to be made up by the general fund or other local program sources. Specifically, the cost of these additional activities are for a senior center, Loaves and Fishes program, S. W. Neighborhoods Information, Inc., and multi-use spaces (two gyms, cafetorium, kitchen and meeting rooms).

C. Management

It is anticipated that funding for management of the facility can be transferred within the Parks & Recreation budget from the existing Multnomah Art Center building management at no additional cost to the City.

# Multhomah School Joint Use Planning Study

## Estimated Annual Operation and Maintenance Costs

Estimated annual operation and maintenance costs are indicated in the foregoing chart. These costs are based on the most recent School District estimates for the facility. The School District estimates may be somewhat low in comparison to a community service center use as the building heat was normally turned down at 4:30 P.M., the building was not extensively used during the evenings and weekends, and was closed during the summer.

To account for the possibility of added costs, a \$3.00 cost per square foot of useable area has been used to calculate the anticipated cost of each tenant space for the current year (1979-80). Only after the building has been in operation for a year will more accurate figures be available.

Useable area is determined as space within the building which can be utilized by a tenant. The \$3.00 per square foot figure covers the cost of all common areas and utility spaces within the building, and outside grounds maintenance.

On-Going Function	1978-79 <sup>1)</sup> Estimated	1978-79 Pro-Rated w/o Portables	1979-80 <sup>2)</sup> +12% <sup>3)</sup>	1980-81 <sup>2)</sup> +12% <sup>3)</sup>	1981-82 <sup>2)</sup> +12% <sup>3)</sup>
Operation	61,061	55,200	61,800	69,200	77,600
Building Maintenance <sup>4)</sup>	26,135	23,600	26,500	29,600	33,200
Grounds Maintenance	N.A.	N.A.	1,800	2,000	2,200
Total Annual Cost	87,196	78,800	90,100	100,800	113,000
Net Useable Area	--	--	32,730	32,730	32,730
Cost Per Square Foot	--	--	2.75	3.08	3.45

1) Portland Public Schools Estimate.

2) Numbers are for a full 12 months.

3) Estimated annual inflation.

4) Major maintenance and replacement amortization not included in estimates.

Cost estimate figures are based on very preliminary program information, current inflation rates are high and unstable, and an exact project starting date is unknown. These estimates should be used accordingly.



# Multnomah School Joint Use Planning Study

## PROJECT STRUCTURE

Cost estimate figures are based on very preliminary program information, current inflation rates are high and unstable, and an exact project starting date is unknown. These estimates should be used accordingly.

		ESTIMATED COSTS	POTENTIAL FUNDING
PROPOSAL ALTERNATE 1			
Tenant Area Renovation		\$ 188,203	UPAAR 583,000
Basic Facility Renovation (includes priority items 1, 2, 3a and 3b)		623,420	LOCAL MATCH 250,000
	SubTotal	\$ 811,623	OTHER CITY 176,000
General Conditions	10%		AGING GRANT 105,000
Contractor Overhead and Profit	8%		
Contingency	5%		
	SubTotal	\$1,012,419	
A & E Fees	10%		
	Estimate Total	\$1,113,660	
PROPOSAL ALTERNATE 2			
Tenant Area Renovation		\$ 188,203	UPAAR 503,00
Basic Facility Renovation (include priority items 1, 2 and 3b)		411,920	LOCAL MATCH 215,500
	SubTotal	\$ 600,123	AGING GRANT 105,000
General Conditions	10%		
Contractor Overhead and Profit	8%		
Contingency	5%		
	SubTotal	\$ 748,593	
A & E Fees	10%		
	Estimate Total	\$ 823,453	
PROPOSAL ALTERNATE 3			
Tenant Area Renovation		\$ 188,203	UPAAR 236,000
Basic Facility Renovation (includes #1 priority items only)		122,688	LOCAL MATCH 101,400
	SubTotal	\$ 310,891	AGING GRANT 105,000
General Conditions	12%		
Contractor Overhead and Profit	10%		
Contingency	5%		
	SubTotal	\$ 402,169	
A & E Fees	10%		
	Estimate Total	\$ 442,385	

# MULTNOMAH SCHOOL REUSE PLAN PROPOSAL

## KEY TO BUILDING PLAN

1. MULTNOMAH ART CENTER
  - a. Wood Shop (910 sq.ft.) plus wood storage
  - b. Pottery and Applied Arts (2260 sq.ft.) (including outdoor kiln (875 sq.ft.)
  - c. Weaving and Textiles (1440 sq.ft.)
  - d. Drawing/Painting (720 sq.ft.)
  - e. Lapidary (200 sq.ft.)
  - f. Pre-School Art (930 sq.ft.)
  - g. Printing/Darkroom
  - h. Dance Instruction Room (2470 sq.ft.)  
Storeroom (100 sq.ft.)/Dressing Room (130 sq.ft.)  
Shared storage area located in former teacher's lunchroom adjacent to main dance. (Dance instruction room to be used by Art Center Dance Classes 10 a.m.-10 p.m., 2 days per week and 2 p.m.-10 p.m., 3 days - indoor playground to use 3 mornings per week)
  - i. Multnomah Art Center Business Office

NOTE: All square footages are approximate.

2. SENIOR CENTER  
Five former classrooms and adjacent corridor to include addition of two small toilet rooms equipped for handicapped.
3. YOUTH SERVICES  
Office and Counseling space.
4. YOUTH EMPLOYMENT  
Office and Counseling space.
5. S.W. NEIGHBORHOODS INFORMATION, INC. and NEIGHBORHOODS AGAINST CRIME  
Joint Office.
6. MULTI-PURPOSE ROOMS  
Intended to be available as scheduled by Building Director to various community groups and short term users.
  - 6a. Multi-Purpose Room: Library/Reading Area and Neighborhood History Displays
  - 6b. Multi-Purpose Room: Gymnasium intended for use by child care groups, adult athletics, athletic classes, etc.
  - 6c. Multi-Purpose Room: Cafetorium intended for use by Loaves and Fishes group 10 a.m.-2 p.m., 5 days/week, large group meetings, performing arts groups, miscellaneous athletic activities, etc.
7. CHILD CARE  
Southwest parent child collective - full day; Hillsdale Pre-School - 1/2 day morning; Multnomah Child Care Association - After School Care. NOTE: Westside inside playground 3 mornings/week; see Area 1h.
8. KITCHEN  
To be used by Loaves and Fishes 5 days/week for luncheon meals served in cafetorium and for preparation of "meals on wheels". Kitchen service access should be preserved through enclosed courtyard. Facility to be available through Building Director during non-Loaves and Fishes hours.
9. BUILDING DIRECTOR'S OFFICE  
Headquarters for building operation supervision and scheduling.
10. LOWER PORTABLES  
Building Director to seek out appropriate groups to rent these facilities at a rate which will cover their higher operation and maintenance costs. As a last resort only, this area should be cleared and converted to park area.

9/12/79

10/12/79

PROGRAM		CURRENT ANNUAL COST					RESPONSIBILITY	
USER-TENANT	CURRENT PROGRAM LOCATION	EXISTING AREA	O & M BUDGET	RECOMMENDED AREA	O & M COST	ADDITIONAL BUDGET REQUIRED	FUNDING SOURCE	IBILITY
ART CENTER	MULTNOMAH ART CENTER	9000 #	20,865	8040 #	24,120	3,755	• GEN. FUND (PARKS) • UPARR	PARK BUR.
DANCE CENTER	FIREHOUSE THEATER	3200 #	8,335	2700 #	8,100 -1,230 6,870	-1,465	• GEN. FUND (PARKS) • UPARR	PARK BUR.
SENIOR CENTER	NONE	NONE	0	5300 #	15,900	15,900	• GEN. FUND (HRB) • UPARR • CONTRIBUTIONS	NEIGH. HOUSE INC. & H.R.B.
LOAVES & FISHES	HILLSDALE COMMUNITY CHURCH	N.A.	300	150 # STOR. KIT. 1/2 TIME CAF. 1/3 TIME	6,170	5,870	• CONTRIBUTIONS • GEN. FUND (HRB) • UPARR	LOAVES & FISHES INC. & H.R.B.
YOUTH SERVICES	HILLSDALE COMMUNITY CHURCH	N.A.	UP TO 4400	1600 #	4,800	400	• GEN. FUND (HRB) • UPARR	NAT. COUNCIL OF JEWISH WOMEN & H.R.B.
YOUTH CAREER TRAINING	HILLSDALE COMMUNITY CHURCH	N.A.	0	490 #	1,470	1,470	• GEN. FUND (HRB) • UPARR	HUMAN RESOURCES BUREAU
INDOOR-WESTSIDE PLAYGROUND	NONE	NONE	AS NEEDED UP TO (1300)	GYM (PT. TIME) 40 # STOR.	1,230 (APPLY TO DANCE CNTR.)	0	• PARENT ASSESSMENT FEES	TENANT
S.W. PARENT-CHILD COLLECTIVE	NEIGHBORHOOD HOUSE	N.A.	AS NEEDED UP TO (3000)	720 #	2,160	0	• PARENT ASSESSMENT FEES	TENANT
HILLSDALE PRESCHOOL COOPERATIVE	LATVIAN COMMUNITY CENTER	N.A.	(1215)	720 # 1/2 TIME 40 # STOR	1,200	0	• PARENT ASSESSMENT FEES	TENANT
MULTNOMAH CHILDRENS CARE ASSN.	NONE	NONE	AS NEEDED UP TO (1500)	720 # 1/2 TIME	1,080	0	• PARENT ASSESSMENT FEES	TENANT
S.W.N.I. I.	MULTNOMAH ART CENTER	200 #	0	} 800 #	1,200	1,200	• GEN. FUND (ONA) • UPARR	SWNII & ONA
NEIGHBORHOODS AGAINST CRIME	MULTNOMAH ART CENTER	100 #	1200		1,200	0	• FED. LEAA GRANT	CNTR. FOR URBAN EDUCAT.
LIBRARY - } MULTI HISTORY - } USE MEETING } ROOM	MULTNOMAH SCHOOL	1500 #	0	740 #	2,220	2,220	• GEN. FUND • UPARR	MANAGING BUREAU
KITCHEN	MULTNOMAH SCHOOL	N.A.	0	730 # 1/2 TIME	1,100	1,100	• GEN. FUND • UPARR	MANAGING BUREAU
MULTI-USE SPACES (OTHER)	MULTNOMAH SCHOOL	NOT APPLICABLE	0	CAF. 2/3 TIME OTHER 5,580 #	9,260 16,740 26,000	26,000	• GEN. FUND • UPARR	MANAGING BUREAU
MANAGEMENT OFFICE	NONE	NONE	0	450 #	1,350	1,350	• GEN. FUND • UPARR	MANAGING BUREAU
MANAGEMENT STAFF	NONE	NONE	(PARKS) 30,000	NONE	(PARKS) 30,000	0	• TENANT PRO-RATA FEES • GEN. FUND (PARKS)	MANAGING BUREAU
TOTALS			35,100	32,730	98,070	57,300	• UPARR	



ATTACHMENT "A"

SCOPE OF SERVICES

MULTNOMAH SCHOOL JOINT-USE PLANNING STUDY

A. ORIENTATION

Working with the Study Committee:

- ✓ 1. ~~Define goals and objectives of the study.~~
- ✓ 2. ~~Establish working procedures with all interested parties.~~
- ✓ 3. ~~Finalize work scope and time schedule.~~
- ✓ 4. ~~Establish decision-making process.~~

B. INVENTORY AND ANALYSIS

- ✓ 1. ~~Review and analyze existing information and conditions.~~

- ✓ a. ~~Facility assessment data.~~
- ✓ b. ~~Neighborhood demographic information.~~
- ✓ c. ~~Land use.~~
- ✓ d. ~~Community programs.~~
  - ✓ 1) ~~City bureaus.~~
  - ✓ 2) ~~Other public and private agencies.~~
- ✓ e. ~~Present city policies.~~

BGBG  
Plan Bur.  
Historical

meet w/  
Park Bur. & Packard  
from Charlotte

1/4 meet w/  
Charlotte &  
prepare memo

1/4 from  
interviews

) interviews

- ✓ 2. ~~Identify and review community needs.~~
  - ✓ a. ~~Perceptions of residents, officials.~~
  - ✓ b. ~~Local neighborhood and area service and program needs.~~

) interviews

- ✓ 3. ~~Prepare list of potential user groups, their characteristics and space-program needs.~~
- 1/4 4. ~~Present findings and list of potential user groups, characteristics and needs at public meeting.~~

C. IDENTIFY FACILITY-USE OPTIONS

- + 1. ~~Develop alternative schematic plan and program scenarios for the building(s) and site.~~
- + 2. ~~Describe and illustrate generalized space-use requirements for each scenario.~~
- BGBG - 3. ~~Identify major architectural modifications required for each scenario.~~

- ~~0 4. Identify order-of-magnitude cost estimates for each scenario.~~
- ~~1/4 5. Present alternative scenarios at public planning meeting.~~

#### D. PLAN DEVELOPMENT

- ~~1 1. Establish criteria for evaluating facility-use scenarios, i.e. relationship to community objectives.~~
- ~~1/2 2. Evaluate facility use options, working with the Study Committee and all interested parties in public planning meeting.~~
- ~~1/2 3. Select a recommended space-use plan and program (format for selection to be determined with Study Committee).~~
- ~~1/2 4. Prepare recommended space-use plan and program.~~

- ALL — ~~1/4 5. Present recommended space-use plan and program at public planning meeting.~~

#### E. COST ANALYSIS AND SCHEDULE

- BGBG — ~~0 1. Develop preliminary cost estimate for the recommended plan and program for major maintenance and renovation.~~

- BGBG — ~~0 2. Working with identified space-user groups, identify costs associated with program relocation.~~

- R.B. → ~~1/2 3. Working with City agencies, identify potential funding sources available to implement the project.~~

- BGBG — ~~0 4. Develop a schedule for implementing the recommended plan and program.~~

- ALL — ~~1/4 5. Present the recommended plan and program at public planning meeting.~~

#### F. CITY COUNCIL PRESENTATION

- ALL — ~~1/4 1. Review final recommendation with Study Committee.~~

- ALL — ~~1/2 2. Present to City Council in concert with community representatives.~~

ATTACHMENT "A"

SCOPE OF SERVICES

MULTNOMAH SCHOOL JOINT-USE PLANNING STUDY

A. ORIENTATION

Working with the Study Committee:

- RDB ✓ 1. Define goals and objectives of the study.
- ✓ 2. Establish working procedures with all interested parties.
- ✓ 3. Finalize work scope and time schedule.
- ✓ 4. Establish decision-making process.

B. INVENTORY AND ANALYSIS

1. Review and analyze existing information and conditions.
- a. Facility assessment data.
  - b. Neighborhood demographic information.
  - c. Land use.
  - d. Community programs.
    - 1) City bureaus.
    - 2) Other public and private agencies.
  - e. Present city policies.
2. Identify and review community needs.
- a. Perceptions of residents, officials.
  - b. Local neighborhood and area service and program needs.
3. Prepare list of potential user groups, their characteristics and space-program needs.
4. Present findings and list of potential user groups, characteristics and needs at public meeting.

C. IDENTIFY FACILITY-USE OPTIONS

1. Develop alternative schematic plan and program scenarios for the building(s) and site.
2. Describe and illustrate generalized space-use requirements for each scenario.
3. Identify major architectural modifications required for each scenario.

Establish goals & objectives here →



4. Identify order-of-magnitude cost estimates for each scenario.
5. Present alternative scenarios at public planning meeting.

D. PLAN DEVELOPMENT

1. Establish criteria for evaluating facility-use scenarios, i.e. relationship to community objectives.
2. Evaluate facility-use options, working with the Study Committee and all interested parties in public planning meeting.
3. Select a recommended space-use plan and program (format for selection to be determined with Study Committee).
4. Prepare recommended space-use plan and program.
5. Present recommended space-use plan and program at public planning meeting.

E. COST ANALYSIS AND SCHEDULE

1. Develop preliminary cost estimate for the recommended plan and program for major maintenance and renovation.
2. Working with identified space-user groups, identify costs associated with program relocation.
3. Working with City agencies, identify potential funding sources available to implement the project.
4. Develop a schedule for implementing the recommended plan and program.
5. Present the recommended plan and program at public planning meeting.

F. CITY COUNCIL PRESENTATION

1. Review final recommendation with Study Committee.
2. Present to City Council in concert with community representatives.

ATTACHMENT B

TIME SCHEDULE

MULTNOMAH SCHOOL JOINT-USE PLANNING STUDY

WEEK:	1	2	3	4	5	6	7	8	9	10	11	12	13
A. ORIENTATION													
B. INVENTORY AND ANALYSIS													
C. IDENTIFY FACILITY-USE OPTIONS													
D. PLAN DEVELOPMENT													
E. COST ANALYSIS AND SCHEDULE													
F. CITY COUNCIL PRESENTATION													
PUBLIC PLANNING MEETINGS													
STUDY COMMITTEE MEETINGS													



\*B

\*C

\*D<sub>1</sub>

\*D<sub>2</sub>

\*E

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Boutwell, Gordon, Beard and Grimes 1100 Southwest Sixth Avenue Portland, Oregon 97204 (503) 224-9656

Architecture/Planning/Interiors

21 June 1979

RICHARD BRAINERD PLANNING AND URBAN DESIGN  
1308 S.W. Bertha Boulevard  
Portland, Oregon 97201

Dear Dick:

This letter shall confirm our agreement whereby Boutwell, Gordon, Beard & Grimes agrees to employ the firm of Richard Brainerd Planning and Urban Design as a planning consultant for the Multnomah School Joint (Use) Study for the City of Portland. The planning consultant will provide services in accord with the Contract for Professional Services Agreement between the Owner (City of Portland) and Consultant (Boutwell, Gordon, Beard & Grimes) dated June 18, 1979. A copy is attached to this letter for your record.

The planning consultant agrees to undertake his proportionate responsibilities in performing the assignment as described in Attachment "A" and "B" of the agreement for a fixed sum of \$7,000, plus any direct expenses incurred in behalf of the project and as approved by Boutwell, Gordon, Beard & Grimes.

Assuming the terms and condition of this agreement are satisfactory, we request your signature to finalize the agreement. Please return one signed copy to our office. We look forward to working with you and think it's a challenging project.

BOUTWELL, GORDON, BEARD & GRIMES

By: Charles K. Gordon

RICHARD BRAINERD PLANNING & URBAN DESIGN

By: RDB

Date: June 21, 1979

DUPLICATE

JUN 8 1979

CONTRACT FOR PROFESSIONAL SERVICES

AGREEMENT

THIS AGREEMENT, entered into this 18 day of June, 1979, by and between the CITY OF PORTLAND, hereinafter called "CITY", and BOUTWELL, GORDON, BEARD AND GRIMES, 1100 S.W. 6th Avenue, Portland, Oregon 97204, hereinafter referred to as "CONSULTANT".

WITNESSETH THAT:

WHEREAS, the City is undertaking preparation of the MULTNOMAH SCHOOL JOINT STUDY: and

WHEREAS, the City desires to engage Consultant to render certain planning assistance in connection with such undertakings of the City;

NOW, THEREFORE, the parties hereto do mutually agree as follows:

I. SCOPE OF SERVICES

Consultant shall perform all the necessary services provided under this Contract in connection with and respecting the Project, and shall do, perform and carry out, in a satisfactory and timely manner, as determined by the City of Portland, Bureau of Facilities Management, those items identified on the attached Scope of Services and Time Schedule (Attachment "A" and Attachment "B").

Consultant shall operate under the direct supervision of the City of Portland, Bureau of Facilities Management. Responsible individuals from the respective parties shall be Allyn Staley, Facilities Manager or his designee, and Charles Gordon, partner, Boutwell, Gordon, Beard and Grimes.

II. MEETINGS

Consultant will provide a maximum of six (6) public planning meetings during the contract period. In addition, Consultant agrees to make one (1) presentation of their recommendations to the City Council. Planning meetings and presentations will be scheduled and organized by the City.

In addition, regular meetings will be held with the City's Study Committee as required.

### III. PRODUCTS

Consultant agrees to provide the following products as part of this Contract:

- ...Recommended space utilization plan and program (one camera ready copy).
- ...Presentation graphics and drawings incidental to the study.
- ...Order of magnitude cost estimates for the recommended plan and program.

All products become property of the City.

Consultant will be furnished with the following materials at the commencement of this Contract:

- ...Existing building and Site drawings.
- ...Existing data and information in regard to the reuse of Multnomah School.
- ...Topographic maps of the Site (as available).
- ...Demographic and land use data for the Multnomah Community.
- ...Traffic information for the immediate site area including surrounding streets.
- ...Neighborhood base maps.

### IV. TIME OF PERFORMANCE

All products stipulated in this contract shall be delivered to the City as indicated on Attachment "B". The Consultant shall not be held liable for delays caused by inaction of the City, Study Committee, or public meeting groups or circumstances which are beyond the Consultant's control. Any extension of the referenced time frame will require written mutual agreement between the City and the Consultant. The one presentation to the City Council may extend beyond the scheduled deadline. The time schedule as indicated in Attachment "B" shall begin upon execution of the contract by both parties.

### V. COMPENSATION FOR SERVICES AND METHOD OF PAYMENT

Consultant agrees to undertake the assignment as described in Attachment "A" within the time schedule described in Attachment "B" for a fixed sum of \$15,000.

Monthly progress payments will be made based on progress billings to be submitted to the City by the Consultant. Such billings will summarize work completed to date, allocating time and costs claimed to each phase of the work and accompanied by such reports as are required by Federal and State regulations.

Upon approval of Consultant's billings, City shall within 15 working days pay the compensation due the Consultant. Said approval will be given within 10 days of receipt of the Consultant's billing or the Consultant will be informed within that time of why approval cannot be given.

#### VI. ADDITIONAL SERVICES

Should additional services be required beyond those specified in Attachment "A", such services shall be mutually agreed upon and authorized in writing by the City of Portland. Compensation for such services shall be made to the Consultant on the basis of the following hourly rates plus direct expenses.

Rates:

- |                              |                           |                     |
|------------------------------|---------------------------|---------------------|
| a) Hourly Rate:              | Partners                  | \$40/hr.            |
|                              | Project Manager           | 35/hr.              |
|                              | Sr. Designer/ Proj. Arch. | 30/hr.              |
|                              | Technical Personnel       | 25/hr.              |
|                              | Clerical                  | 20/hr.              |
| b) Professional Consultants: |                           | 110% of actual cost |

VII. This is a personal contract and shall be performed by the Consultant.

#### VIII. TERMS AND CONDITIONS

This Agreement is subject to and incorporates the provisions attached hereto:

- A. ORS 279.310 through 270.320 are hereby incorporated by reference.
- B. No official or employee of the City, who is authorized in his official capacity to negotiate, accept or approve or to take part in such decisions regarding this contract with this project, shall have any financial or personal interest in this contract or a sub-contract thereof.
- C. Attachments "A" and "B" are hereby incorporated by reference.
- D. The Architect hereby agrees that this contract or any interest herein shall not be transferred to any party/parties without the prior consent of the City. In the event of transfer without prior written consent, the City may refuse to carry out this agreement with either the transferror or transferee and yet retain and reserve all right of action for any breach of contract committed by Architect.



E. Architect shall be certified as an EEO Affirmative Action Employer as prescribed in Chapter 3.100 of the Code of the City of Portland.

IN WITNESS WHEREOF, the City of Portland and Boutwell, Gordon, Beard and Grimes have executed this Agreement as of June 18, 1979.

CITY OF PORTLAND

By

Mayor

By

Commissioner of Public Utilities

By

Boutwell, Gordon, Beard and Grimes

Partner  
Title

Approved as to form:

Chas P. Thomas  
City Attorney

ATTACHMENT "A"

SCOPE OF SERVICES

MULTNOMAH SCHOOL JOINT-USE PLANNING STUDY

A. ORIENTATION

Working with the Study Committee:

1. Define goals and objectives of the study.
2. Establish working procedures with all interested parties.
3. Finalize work scope and time schedule.
4. Establish decision-making process.

B. INVENTORY AND ANALYSIS

1. Review and analyze existing information and conditions.
  - a. Facility assessment data.
  - b. Neighborhood demographic information.
  - c. Land use.
  - d. Community programs.
    - 1) City bureaus.
    - 2) Other public and private agencies.
  - e. Present city policies.
2. Identify and review community needs.
  - a. Perceptions of residents, officials.
  - b. Local neighborhood and area service and program needs.
3. Prepare list of potential user groups, their characteristics and space-program needs.
4. Present findings and list of potential user groups, characteristics and needs at public meeting.

C. IDENTIFY FACILITY-USE OPTIONS

1. Develop alternative schematic plan and program scenarios for the building(s) and site.
2. Describe and illustrate generalized space-use requirements for each scenario.
3. Identify major architectural modifications required for each scenario.

4. Identify order-of-magnitude cost estimates for each scenario.
5. Present alternative scenarios at public planning meeting.

D. PLAN DEVELOPMENT

1. Establish criteria for evaluating facility-use scenarios, i.e. relationship to community objectives.
2. Evaluate facility-use options, working with the Study Committee and all interested parties in public planning meeting.
3. Select a recommended space-use plan and program (format for selection to be determined with Study Committee).
4. Prepare recommended space-use plan and program.
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E. COST ANALYSIS AND SCHEDULE

1. Develop preliminary cost estimate for the recommended plan and program for major maintenance and renovation.
2. Working with identified space-user groups, identify costs associated with program relocation.
3. Working with City agencies, identify potential funding sources available to implement the project.
4. Develop a schedule for implementing the recommended plan and program.
5. Present the recommended plan and program at public planning meeting.

F. CITY COUNCIL PRESENTATION

1. Review final recommendation with Study Committee.
2. Present to City Council in concert with community representatives.

## ATTACHMENT B

## TIME SCHEDULE

## MULTNOMAH SCHOOL JOINT-USE PLANNING STUDY

WEEK:	1	2	3	4	5	6	7	8	9	10	11	12	13		
A. ORIENTATION															
B. INVENTORY AND ANALYSIS															
C. IDENTIFY FACILITY-USE OPTICS															
D. PLAN DEVELOPMENT															
E. COST ANALYSIS AND SCHEDULE															
F. CITY COUNCIL PRESENTATION															
PUBLIC PLANNING MEETINGS															
STUDY COMMITTEE MEETINGS															



\*B

\*C

\*D<sub>1</sub>\*D<sub>2</sub>

\*E

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ORDINANCE NO. 147890

An Ordinance authorizing a contract with Boutwell, Gordon, Beard and Grimes, Architects, for professional services to perform the "Multnomah School-Joint Use Planning Study" for a fee not to exceed \$15,000, authorizing the drawing and delivery of warrants, and declaring an emergency.

The City of Portland ordains:

Section 1. The Council finds:

1. That School District #1 has made a decision to close Multnomah School following the completion of the 1978-79 academic year.
2. That in accordance with established School District policy, public agencies are encouraged to evaluate the potential for other uses of the facility.
3. That the potential exists to accommodate a wide variety of City uses.
4. That the professional services of a consultant are required to produce a study that analyzes potential uses and develops an architectural program for City use of the facility.
5. That the firm of Boutwell, Gordon, Beard and Grimes was selected for this project in accordance with the City's procedure for retaining the services of professional consultants as described in Chapter 5.68 of the Code of the City of Portland.
6. That \$15,000.00 is an appropriate fee for this study.
7. That the Council has increased the appropriation of the Bureau of Facilities Management by \$15,000 to complete this study.
8. That Exhibit "A", attached, is a suitable form of agreement for this purpose.

NOW, THEREFORE, the Council directs:

- a. The Mayor and Commissioner of Public Utilities are hereby authorized and directed to enter into an agreement with Boutwell, Gordon, Beard and Grimes, Architects, 1100 S.W. Sixth Ave., Portland, Oregon 97204 for professional services. Said agreement shall be in conformance with Exhibit "A", attached to the original hereof, and by this reference made a part hereof.

# ORDINANCE No.

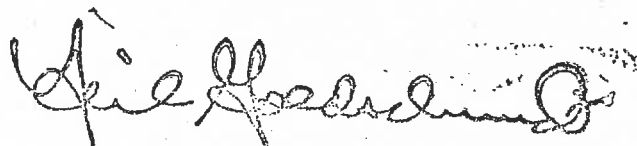
- b. The Mayor and Auditor are hereby authorized to draw and deliver warrants chargeable to the 1978-79 budget of the Bureau of Facilities Management (BUC 34400105.210) when demand is presented and approved by the proper authorities.

Section 2. The Council declares that an emergency exists because a delay will postpone completion of the study; therefore, this Ordinance shall be in force and effect from and after its passage by the Council.

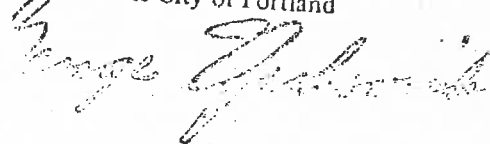
Passed by the Council, JUN 14 1979

Commissioner Ivancie  
Allyn R. Staley:mus  
June 1, 1979

Attest:



Mayor of the City of Portland



Auditor of the City of Portland

6/7/79 Chuck & I agreed on \$7,000  
 He will write me a letter

	CG	JV	BC	SEC.	EXP.		RDB	SPL.	EXP.
A. 1.						1			
2.									
3.						$\frac{1}{2}$			
4.									
B. 1. a.						$\frac{1}{4}$	$\frac{1}{4}$		
b.						1	1		
c.						1	1		
d.						$1\frac{1}{2}$	2		
e.						$\frac{1}{2}$	$1\frac{1}{2}$		
2. a.						1			
b.						$1\frac{1}{2}$	3		
3.						$1\frac{1}{4}$			
4.						$\frac{1}{4}$	$1\frac{1}{2}$		
C. 1.						1			
2.						1	3		
3.						—	0	0	0
4.						—	0		
5.						$\frac{1}{4}$	$\frac{1}{2}$	0	1
D. 1.						1	1		
2.						$\frac{1}{2}$	1		
3.						$\frac{1}{2}$	$\frac{1}{2}$		
4.						$1\frac{1}{2}$	2		
5.						$\frac{1}{4}$	$\frac{1}{2}$		

	CG	JV					RDB	SEC.	EXP.
E. 1.						—	0	0	0
2.						—	0		
3.						1½	2		
4.		1				—	0	0	0
5.	½	½				¼	½	0	1
F. 1.	½	½				—	½	0	2
2.	½	½				½	½	0	2
STUDY COMM. MBS	3	3				2	3	0	20

26.5

212  
40  
8480  
40  
8  
320

26.5  
320.  
300

320  
21  
320  
640  
6720  
265  
6985

1200  
3400

13  
8  
104

Secretarial	3d.	\$312	208
Mileage		\$34	34
Parking		\$10	8
Xerox		\$25	15
Materials		\$10	—
		391	265



**Boutwell, Gordon, Beard and Grimes** 1100 Southwest Sixth Avenue Portland, Oregon 97204 (503) 224-9656

Architecture/Planning/Interiors

30 April 1979

Multnomah School/Joint Use Planning  
Consultant Selection Committee  
c/o City of Portland, Purchasing Manager  
Room 113 City Hall  
1220 S. W. Fifth Avenue  
Portland, Oregon 97204

Dear Selection Committee Member:

We are pleased at the opportunity to respond to your request for proposals for "Multnomah School - Joint Use Planning." Accompanying this letter is our proposal in which we discuss our Project Team, Experience and proposed Approach to Project Organization and Schedule.

We have visited the Multnomah Community and the school in particular. The building is in surprisingly good condition; the grounds are ample and interesting and the location of the site within the core of the community offers the opportunity for mutual vitalization. The potential of this project is very exciting.

The Multnomah Community has gone through an emotional period during the recent debate concerning the future of the Multnomah School Facility and will best benefit now from the production of a tangible plan which it clearly comprehends and with which it identifies.

The project budget is a limited one and will necessitate that the Study Committee and community participate as active working members of the Project Team. The major portion of the Consultant/Architect's time expenditure should take place during the latter phases. Efficient project coordination and management are necessary for success.

Our team looks forward to the possibility of meeting the opportunities and challenges of this project. We hope to discuss them further with you.

Yours very truly,

BOUTWELL, GORDON, BEARD AND GRIMES



Charles K. Gordon

## REQUEST FOR PROPOSAL

## "Multnomah School - Joint Use Planning"

Introduction

This project will consist of developing information and preliminary plans for the future use of the existing Multnomah School and adjacent property as a co-ordinated multi-use service center. The consultant will work closely with potential multi-use tenants, local citizen's groups, School District No. 1, Park user groups; and at the same time collect data, develop use schemes, alternates, costs, and provide clear coordinative leadership and technical support within a defined time frame.

Background

Multnomah School is a School District No. 1, K-8th grade facility, located in Southwest Portland at 7688 S.W. Capitol Highway. The original facility was constructed between 1925 and 1929. The building is constructed in the typical "Jones Plan" with double loaded corridors. In 1947, six wood-frame "portable" structures were added, and in 1968, two metal "portable" structures were constructed at the Multnomah site. In 1974, School District No. 1 invested approximately \$250,000 for the upgrading and renovation of utility and heating systems, toilet rooms, and the main office and library.

During the past three years School District No. 1 has been evaluating the long-term use and program organization of school facilities in the southwest Portland area. As a result of that evaluation, the Board of Education has decided to close the Multnomah School facility effective at the end of the 1978-79 school year.

School District No. 1 policy governing the disposition of surplus property calls for the district to request other public agencies to evaluate the potential and feasibility of alternative community use of surplus facilities. A preliminary architectural and programming analysis of Multnomah undertaken by the City of Portland suggests that utilization of the Multnomah facility as a multi-use community center may be possible. Therefore, a detailed planning study has been authorized by the Portland City Council. This study will become the City's demonstration of a viable program plan for the optimal use of this facility. Preliminary structural and mechanical evaluations will be prepared and will be available to the consultant chosen to carry out the project. A study committee will be established which will consist of a representative from the Bureau of Facilities Management, the Bureau of Parks, the Office of Mayor Neil Goldschmidt, a local neighborhood association, and the Aging Services Division of the City's Bureau of Human Resources. This committee will define program needs and provide the consultant with data such as the amount of square footage required for any function which might be located in the Multnomah School facility.

### Project Intent

The purpose of this project is to prepare an architectural and program plan for the multi-purpose use of the Multnomah School by the City of Portland.

1. To evaluate the feasibility of the multi-use community center at Multnomah School through the development of an architectural and program plan which is responsive to community objectives and area social, cultural, and recreation needs.
2. To insure that citizen participation and evaluating various multi-purpose use schemes is formalized and recognized in the planning process.
3. Identify architectural and program costs associated with the re-use of the facility.
4. Work closely with potential public and private tenants including the Bureau of Parks, Bureau of Human Resources, Southwest Senior Center, Southwest Neighborhood Office, Southwest Area Crime Prevention Office, the Housing Authority of Portland, Tri-Met, Neighborhood House, and School District #1.
5. Identify possible funding sources available to implement the plan.
6. Identify requirements of other agencies concerned that will have regulations, rules, code requirements, that need to be met on this project. (School District No. 1, Bureau of Buildings, Office of the Fire Marshal, and any other agencies that will affect the use of the facility).

### Work Scope

Project proposal should address but not be limited to the following scope of work:

#### Phase I - Orientation *Working with the Study Committee*

- 1. Define goals and objectives of the plan.
- 2. Establish working procedures with all interested parties.
- 3. Prepare work scope and potential development time frames.

#### Phase II- Develop Information and Data Base *Inventory & Analysis of Base Data*

2.

- 3. ~~Analysis and Synthesis of Data~~  
• *Prepare list of potential user groups, their characteristics & needs.*

### Phase III - Identify Facility-Use Options

- Identify alternatives for use of the <sup>building</sup> facility and site.
- A. <sup>Develop alt. scenarios</sup> Program options.
  - B. <sup>space requirements</sup> ~~Space requirements~~ *Describe & illustrate generalized space-use reqs.*
  - C. <sup>Identify major</sup> Architectural modifications <sup>required</sup>
  - D. <sup>Identify order of mag</sup> Program and relocating costs.
  - E. Relationship to community ~~and neighborhood objectives~~

### Phase IV - Plan Development

- 1. Establish criteria for evaluating facility-use options.
- 2. Evaluate facility-use options.
- 3. Prepare recommended <sup>and program</sup> ~~multi-use~~ plan for facility.

### Phase V - Economic Analysis

- 1. Identify preliminary major maintenance and renovation costs associated with the recommended plan.
- 2. Develop a schedule for implementation of the architectural and programming recommendations.
- 1/2 3. Identify costs associated with program relocation.
- 4. Identify potential funding sources available to implement project.

### Project Procedures and Products

The Bureau of Facilities Management will administer and manage the project. The consultant will report directly to the Facilities Manager for the City of Portland. The consultant will also meet regularly with a study committee consisting of representatives from the Bureau of Facilities Management, the Bureau of Parks and Recreation, Office of the Mayor, the local neighborhood association, and the Bureau of Human Resources. This committee will assist the consultant in the execution of the study. The proposal should clarify the advisory relationship between the consultant and the study committee.

The consultant will be expected to produce the following major products within the study time frame of three months.

1. An architectural and program plan for the community use of the Multnomah School.
2. Presentation graphics and drawings.
3. Cost estimates of the recommended plan.

In addition, the consultant would be required to present its recommendations to the City Council.

#### Study Time Frame

A three-month time schedule has been established for this project with work beginning with the signing of the contract. The consultant is requested to include a work schedule by phase as part of the proposal.

#### E.E.O. Certification

Attention is called to Chapter 3.100 of the Code of the City of Portland relative to certification as an equal opportunity employer. Details of certification requirements are available from the Contract Compliance Division, 209 City Hall, 1220 S.W. Fifth Avenue, Portland, Oregon 97204 - Tele. 248-4696.

#### Submission of Proposals

Six (6) copies of the proposal must be received no later than 4:30 p.m. April 30, 1979. All proposals should be marked "Multnomah School - Joint Use Planning Study". The proposals should be addressed to the City of Portland, Purchasing Manager, Room 113, City Hall, 1220 S.W. Fifth Ave., Portland, Oregon 97204.

A proposal must include the following information to be considered for review:

1. Name(s) of the individuals of the firm(s) making up the consultant team and a description of the role and responsibilities.
2. Examples and descriptions of prior related experience, for both firms and personnel. This section should clearly indicate previous clients for similar studies, the products and results of previous studies, and the name and telephone number of a reference for each project.
3. The specific approach and project schedule to be utilized in undertaking this work.

#### Proposal Review

In accordance with Chapter 5.68.030 of the Code of the City of Portland, the completed proposals will be evaluated by a consultant selection committee designated for this specific project which will then interview qualified firms and produce a list of recommended consultants in order of preference.

#### Project Cost

The project is estimated to cost Fifteen Thousand Dollars (\$15,000.00). The project budget submitted by the consultant should identify costs by work element.

Questions regarding the project should be referred to Allyn Staley, Facilities Manager at 248-4380.

All submissions must be in a sealed envelope which plainly identifies the subject matter and project number 145.

Harold F. Vaughan  
Purchasing Manager  
City of Portland



# BGBG Team

The following persons comprise the BOUTWELL, GORDON, BEARD AND GRIMES Project Team:

ARCHITECTS AND SPACE PLANNERS: BOUTWELL, GORDON, BEARD AND GRIMES  
Charles K. Gordon, Partner-in-Charge  
John J. Vosnek, Project Manager/Designer

PLANNER: Richard Brainard

COST CONSULTANT: Max Gerlt

In addition, we would propose using the following resources as required:

STRUCTURAL ENGINEER: KPFF  
Arthur M. Johnson

MECHANICAL ENGINEER: CARSON, ECKHOFF, GURLEY & ASSOCIATES, INC.  
Larry Carson

ELECTRICAL ENGINEER: LANGTON, MEWIG & ASSOCIATES  
Hugh Langton

INTERIOR DESIGN: BOUTWELL, GORDON, BEARD AND GRIMES  
Elizabeth Cowan  
John Vosnek

EXPERIENCE:

The BOUTWELL, GORDON, BEARD AND GRIMES team's experience, as it relates to the Multnomah Community, are many sided.

Our firm has participated in two recent school design projects at Fernwood Middle School. Chuck Gordon was the Project Architect/Designer/Manager for the initial Renovation Project and Chuck in this and the later Addition Project. John Vosnek also participated in the 1971 systems-oriented project at Fernwood.

The projects at Fernwood involved extensive meetings and planning sessions with administration, staff and parents/ community groups and resulted in a building which reflected concerns from each group. John Vosnek, prior to joining this firm, led and participated in similar processes on the Blinnwood Middle School Renovation and Addition and on the Bond, Oregon 1974 Educational Park Master Plan.

Individual firm members have participated as permits and community members in advisory groups at Fernwood, Blinnwood, West Sylvan and Harriet schools in Portland.

Our team has both the experience and the commitment in citizen/user participation projects to make the Multnomah Project work.

The experiences at Fernwood Middle School originally built in 1911 and Blinnwood represent reprogramming and reuse which result directly to the Multnomah project. These are exemplified by more unique problems which we have currently been involved with at Stanton Yard and the Willamette-Western Corporate Headquarters. The Stanton yard project involves the conversion of an existing warehouse building into office space and the addition on top of an existing building of vehicle maintenance facilities for the City of Portland. The existing buildings involved range in age from 20 to 60 years old. The Willamette-Western project has involved the conversion of a stylized complex of small specialty shops and restaurants less than 10 years old into the headquarters of a large corporation.

It is typical that our projects begin with master planning, space analysis and programming. The new federal telephone building project was recently involved in all three activities. Our master plans for Teasdale Condominiums, Teasdale Town Center and Freightliner Corporate Headquarters are under implementation or soon to be. In addition, the comprehensive of our master plan for the Fernwood Middle School project led to its submission and acceptance as Portland Public Schools only major EDA-funded project.

Complementing us on this project would be Richard Brainard as a Planning Consultant and Max Gerlt as Cost Consultant.

Dick Brainard has extensive experience in urban planning, design and program implementation. He was in charge of the urban design and planning element of the Portland Eastside Industrial Revitalization Study and more recently of the Spokane North Riverbank Urban Design Study. He participated in the Planning and Implementation program for the Portland Downtown Plan, the city's Willamette River Greenway Plan, the Park Bureau, Teasdale Facility Siting Study and the Ellettsburgh Street Design and Landscape project. Most important, he has worked intensively with citizen participation and is familiar with most city bureaus, having worked at the Planning Bureau for a number of years.

Max Gerlt has developed a good working relationship with our office and we consider the work he did on the Fernwood Project feasible. Max's experience with renovation work and school buildings, in particular, plus his speed and accuracy make him well suited to the option testing demands of the project.

CHARLES K. GORDON, A.I.A.  
UNIVERSITY OF ILLINOIS: B.A., M. Arch. Urban Design  
REGISTERED ARCHITECT IN THE STATE OF OREGON

JOHN J. VOSNEK, JR., A.I.A.  
YALE UNIVERSITY: Master of Architecture  
UNIVERSITY OF PENNSYLVANIA: Bachelor of Arts  
REGISTERED ARCHITECT IN THE STATE OF OREGON

SELECTED PROJECTS:

SKIDMORE, OWINGS AND MERRILL - Chicago:  
Upjohn Pharm. Co. Corp. Hdqrs.: Asst. Job Coordinator  
Westinghouse Lab & Off. Bldg.: Asst. Job Coordinator  
Brunswick Corp. Interiors - Job Captain  
Arthur Andersen & Co. Interiors: Job Captain  
SKIDMORE, OWINGS AND MERRILL - Portland: Project Architect  
Nurses Inventory Bldg.: Good Samaritan Hospital  
Science III Biology Bldg.: University of Oregon  
G.S.A. Office Building, Portland  
BOUTWELL, GORDON, BEARD AND GRIMES - Partner-in-Charge:  
Fernwood Middle School Renovation/Addition: P.I.C.  
200 Market Street Office Bldg.: Project Architect  
200 Market Street Office Planning: P.I.C.  
First Nat'l Bank Lower Ten. Space Plng.: Architect P.I.C.  
Freightliner Corp. Hdqrs. Off. Bldg.: Project Manager  
Stanton Yards: Partner-in-Charge  
State Office Building: Partner-in-Charge

SELECTED PROJECTS:

NICHOLS/STURROLL ASSOCIATES - New York City:  
Roosevelt Island Housing (Project): Design Team  
Philadelphia 1976 Bicentennial Master Plan: Design Team  
Philadelphia East High School: Collaborator, Project Team  
Student Union, SUNY, Plattsburgh, NY: Project Team  
WISCONSIN, PC - Portland:  
Design/Project Architect:  
Blinwood Middle School, Additions and Alterations  
Band Educational Center (Project, 1974)  
American State Bank, S.E. Portland Branch  
Citizens Bank of Corvallis, Head Office  
BOUTWELL, GORDON, BEARD AND GRIMES, Head Office:  
Teasdale Condominiums: Project Designer  
Fernwood Middle School Renovations: Project Designer  
Tacoma Savings & Loan Assoc. Bldg.: Project Designer  
Multnomah County Energy Study: Project Manager

# Approach

## Community/ Team Organization

Community participation will need to be at the broadest possible level to give validity to the final products. Any plan and program for a multi-use community facility in Multnomah must have the support of the Multnomah community to be acceptable to the City Council.

PROJECT MANAGER: Bureau of Facilities Management

STUDY COMMITTEE: Representatives from the Bureau of Facilities Management, Office of the Mayor, a Multnomah neighborhood association, Bureau of Human Resources, Aging Services and Bureau of Parks and Recreation. Study Committee and Consultant/Architect organize meetings and propose agenda.

PROJECT FORUM: Consultant/Architect, Study Committee and all interested community members. Responsible for major decision-making (with Consultant/Architect and Study Committee in advisory role.)

The Study Committee will take the lead in insuring the opportunity for broad citizen participation by informing the community and organizing and scheduling meetings.



## Goals

- EVALUATION**  
Evaluate feasibility of establishing a multi-use community center at Multnomah School by developing an architectural and program plan which responds to area and user needs and the constraints of an existing facility and various regulations and requirements.
- PARTICIPATION**  
Ensure that citizen participation is formalized and recognized during program development and evaluation. All potential tenants are identified and participate in the program of their particular activities.
- IMPLEMENTATION**  
Identify the costs involved in all aspects of the plan and research all possible funding sources.

# Products

- Plan**  
Architectural and Program Plan for community use of Multnomah School which
- Cost**  
Cost estimates of Architectural and Program Plan with a plan for funding.
- Schedule**  
A schedule for implementing program and plan recommendations.
- Presentation**  
Graphics material to explain process and plan.
- Community**  
A sense of identity and involvement with the plan in the citizens and the potential for physical revitalization of the community core area.
- Continuity**  
A framework of experienced, interested and representative citizens which could continue to provide community involvement during implementation and future evolution.

# Phase

# Schedule/Scope

## 1 Orientation

Study Committee organizes community participation at broadest possible base: Project Forum

Project Forum meets, determines goals and plan objectives, establishes schedule working procedures and decision making process.

## 2 Information and Data Base

Study Committee takes lead in assembling data base required to determine and assess facility options. Data gathering tasks to be shared by Committee members and Architect/Consultant. Materials should be assembled into a working resource and bibliography by Committee.

a. Collect existing information concerning facility, population land use, transportation, government policy, etc.

b. Determine attitudes, goals and needs of community residents and officials.

c. Identify the space and operation characteristics of potential program types.

## 3 Facility-Use Options

Architect leads Project Forum in concentrated work session(s) in which data is reported and analyzed and in which all possible program and space options are brought forward and discussed.

Viable options are developed by Architect and tested by Cost Consultant. Program costs are developed by tenant/users. Study Committee analyzes relationship to community and neighborhood goals.

## 4 Plan Development

Established criteria are used by Project Forum to evaluate facility-use options.

Project Forum selects recommended facility-use option.

Architect develops recommended plan to a schematic stage allowing cost analysis and clear understanding of architectural and program implication.

Architect prepares final graphics for City Council presentation.

## 5 Schedule and Cost Analysis

Architect aids in developing criteria for users to determine their individual relocation and start-up costs as they complement the cost of physical changes to the school facility.

Cost Consultant prepares cost estimate for recommended plan.

Architect will develop schedule for implementation of recommended program and architectural plan.

Architect and Cost Consultant identify cost and schedule considerations which are necessary for option evaluation.

Architect and Planning Consultant aid Study Committee in identifying potential funding sources.

# Budget

1st month

10%

2nd month

20%

3rd month

60%

80%

\$15,000

Boutwell, Gordon, Beard and Grimes 100 SW Sixth Avenue/Portland, Oregon

Multnomah School Joint-Use Planning

Date 30 APR 1979

RFP 145

BGBG Proposal



## QUESTIONS RAISED BY COUNCIL MEMBERS ON MULTNOMAH

Is UPARR available for operating costs?

- Yes, possibly. But in discussions with Doug Bridges, we determined that it would be best not to go that way. Council should know what they are committing themselves to from the beginning.

Is it possible to find other funds to help relieve the operating cost to the city?

- Yes. S.W. seniors could ask for increase in operating funds from the federal government and United Way; though there is no way of assuring they would be forthcoming.
- Neighborhood could do fun raising like N.W. and Hollywood has done but need assurance that if unsuccessful those funds will be forthcoming from the city.

What happens if the Senior program is discontinued before the ten years use required by remodeling with AAA funds?

- The City would be required to pay back that portion which was not "used up" - the number of years remaining figured on a pro-rated basis.

Does the use of Multnomah School set a precedent for using every school that closes?

- The School District is not making any assumptions that the city will use their buildings. Each one should be evaluated on its own merits. This one is unique in it's central location on four bus lines in an area which has very few services. It is a sound building, with layout and space which works well for this use, has two gymnasiums which are in great demand in this city.

What are other options for building?

- This study was specifically to do a feasibility study on city use of the building as a multi-service center. Other options for the District are to sell the property; hold it and board it up; lease it out to some other agency.

• Call Park Bur. re. how money from sale of MAC is reallocated

~~1:30 Monday - BGG~~

~~Conditional Use form~~

- State that it's a good project
- Identify the tougher decisions which need to be made
- This program will require funding level that has not been there before.
- Conceptually a very good project
- Compatible w/ the community
- but from leon. it will require
- This project reflects great amt of work by  
consult, community, city, staff, users  
remov &  
- operational costs are high - that is 1 reason  
why SD abandoned



reuse of bldgs is good philosophy (concept)  
but you just don't go in & reuse bldg

\* What is the alternative

- empty bldg
- other use
- exty. city programs stay where they are until they are asked to move.

\* Put study conclusions & recommendations up front.

\* There is roughly \$50,000 budgeted for  
SW Senior's operation - is  
currently being used for neigh use staff

# Potential Urban Park & Recreation Recovery Program Grant Funding

Initial One-Time Cost	Local Match	UPARR
A. Basic Facility Renovation		<del>137,000</del> - 926,000
B. Tenant Renovation Costs		
1. Art & Dance Center		80,000
2. Youth Services & Career Training		40,000
<del>3. S.W. Neighborhoods Information</del>		
<del>4. Multi-Use Spaces</del>		
<del>5. Management Office</del>		
C. Tenant Move-In Costs		
1. Art & Dance Center		2,000 +
2. Youth Services & Career Training		
3. S.W. Neighborhoods		
4. Multi-Use Spaces		
5. Management Office		1,000
D. Sale of Existing MAC Facility	185,000	
Total	185,000	

Annual Operation & Maintenance Costs		Local Match	UPARR
1. Art Center		20,865	3,255
2. Dance Center			6,870
3. Senior Center			15,900
4. Loaves & Fishes			6,170
5. Youth Services Center		4,400	400
6. Youth Career Training			1,470
7. S.W. N.I.I.			1,200
8. Multi-Use Spaces			29,320
9. Management Office			1,350
10. Child Care Programs		5,670	
11. Management Staff		30,000	

Total in 1979-80	Year 1	60,935	65,935
1980-81	Year 2	68,247	73,847
1981-82	Year 3	76,437	82,709
1982-83	Year 4	85,609	92,634
1983-84	Year 5	95,882	103,750

Memorandum

To: Charlotte Beaman

From: John Vasnek

Date: September 11, 1979

Subject: Multnomah Service Center

The following costs have been identified for the Senior Citizen Center Program and Loaves and Fishes Program to be located at Multnomah School as appropriate to be funded by the <sup>Potential</sup> Area Agency on Aging grant <sup>Funding</sup> through the Bureau of Human Resources.

A. Renovation

Item

Cost

1.

2.

3.

etc.

Total

B. Move-In

Item

Cost

1.

2.

3.

etc.

Total

With the relocation of the Multnomah Art Center from the existing facility near S.W. 35th. and Capitol Highway to <sup>the</sup> Multnomah School building, the existing facility becomes surplus city property. Sale of the existing facility can provide a source of funds to renovate the new facilities. These funds can also be used as a portion of the local match for Urban Park and Recreation Recovery Program grant funds. The existing facility has an estimated market value of \$185,000 or determined by the Bureau of Facilities Management.

John -

The following recommendations were agreed upon at the public meeting on the 29th of August and should be included in the final document somewhere.

#### LOWER PORTABLES

- That, with the approval of the Advisory Board, the Building Director be responsible for leasing the six lower portables to groups which best meet the use criteria at a rate which would cover the cost of improvements, utilities and that portion of the total management of the project which would be required to operate them.
- that the School District sell the buildings only as a last resort and the property should then be landscaped or planted in grass if the buildings were removed.

#### VENDING MACHINES

- that the Board and the Director consider location of vending machines in the building.

#### PARKING

- that parking be developed with 45 spaces in the two lots in front and directly to the west of the building with six spaces marked off for handicapped parking.
- that the Director, the Board and the Tenant Council make efforts to encourage use of public transportation, development of car pools and improvements in Tri-Met service. In the event that these efforts have little success and more parking is needed, options should be left open to adding parking spaces on the lower west portion of the property.
- that options to share parking on off hours with lot owners adjacent to the facility.

#### OVERALL MAINTENANCE

- that the tenant council shall be responsible for seeking ways to contribute to overall maintenance of the building.

# Multnomah School Joint Use Planning Study

## PROJECT STRUCTURE

### ESTIMATED COSTS

### POTENTIAL FUNDING

#### PROPOSAL ALTERNATE 1

Tenant Area Renovation		\$ 188,203
Basic Facility Renovation (includes priority items 1, 2, 3a and 3b)		623,420
	SubTotal	\$ 811,623
General Conditions	10%	
Contractor Overhead and Profit	8%	
Contingency	5%	
	SubTotal	\$1,012,419
A & E Fees	10%	
	Estimate Total	\$1,113,660

UPAAR  
583,000  
LOCAL MATCH  
250,000  
OTHER CITY  
176,000  
AGING GRANT  
105,000

#### PROPOSAL ALTERNATE 2

Tenant Area Renovation		\$ 188,203
Basic Facility Renovation (include priority items 1, 2 and 3b)		411,920
	SubTotal	\$ 600,123
General Conditions	10%	
Contractor Overhead and Profit	8%	
Contingency	5%	
	SubTotal	\$ 748,593
A & E Fees	10%	
	Estimate Total	\$ 823,453

UPARR  
503,000  
LOCAL MATCH  
215,500  
AGING GRANT  
105,000

#### PROPOSAL ALTERNATE 3

Tenant Area Renovation		\$ 188,203
Basic Facility Renovation (includes #1 priority items only)		122,688
	SubTotal	\$ 310,891
General Conditions	12%	
Contractor Overhead and Profit	10%	
Contingency	5%	
	SubTotal	\$ 402,169
A & E Fees	10%	
	Estimate Total	\$ 442,385

UPAAR  
236,000  
LOCAL MATCH  
101,400  
AGING GRANT  
105,000

Cost estimate figures are based on very preliminary program information, current inflation rates are high and unreliable, and an exact project starting date is unknown. These estimates should be used accordingly.



# Multnomah School Joint Use Planning Study

## BASIC FACILITY RENOVATION

ITEM	ESTIMATED COSTS				
	1	2	PRIORITY 3a	3b	4
SURVEY BUILDINGS AND GROUND. . . . .	3,000				
(no accurate plans available)					
EXTERIOR PAINTING. . . . .		20,225			
2-3 Coats					
INTERIOR PAINTING. . . . .	.68,115				
2 coats wall and wood					
1 coat ceiling and miscellaneous graphics					
STUCCO PATCHING AND EXTERIOR W.P. . . . .	5,250				
SCUPPERS, DOWNSPOUTS AND GUTTERS .	.17,288				
(replace, repair or add)					
ROOF REPAIR . . . . .		114,000			
ROOF TILE REPAIR. . . . .		12,260			
PLASTER . . . . .	.1,025				
(exterior soffit repair)					
DOORS AND FRAMES REPAIR . . . . .	.30,762				
HARDWARE. . . . .	.5,000		15,000		
ACOUSTIC TILE . . . . .	.4,000				
(repair or replace)					
INTERIOR GRILLS AND COVERS. . . . .			500		
BLINDS AND SHADES . . . . .			1,000		
(remove, repair, replace)					
GYM FLOOR . . . . .			35,000		
(2 new maple floor incl. demolition of existing)					
ATTIC INSULATION. . . . .			60,000		
(.90/sq.ft. + allowance for pipe and duct insulation)					
REPLACE BOILER . . . . .			100,000		

Cost estimate figures are based on very preliminary program information, current inflation rates are high and unstable, and an exact project starting date is unknown. These estimates should be used accordingly.

NOTE: All electric work costs included in individual tenant area estimated costs.

# Multnomah School Joint Use Planning Study

ITEM	in	in	ESTIMATED COSTS		in
	1	2	PRIORITY 3a	3b	4
HEATING SYSTEM. . . . .		.50,000			
condensate pipe replacement allowance					
TOILET ROOMS. . . . .	5,000				
upgrade allowance					
REMOVE SIX LOWER PORTABLES					(SD #1)
UPGRADE EXISTING PARKING AREA . . .	1,000			5,825	
NEW PARKING AREA. . . . .	.11,260				
MISCELLANEOUS PLANTING. . . . .	1,750			5,000	
PLAY EQUIPMENT. . . . .	2,500				
ATHLETIC FIELDS . . . . .				.15,120	
144x360 w/irrigation					
ENCLOSED COURTYARD					
Grasscrete Drive. . . . .				8,640	
Paver . . . . .				3,600	
Lawn and Irrigation . . . . .				1,500	
Fence and Gate. . . . .		3,000			
Canopy 960 sq.ft. @ \$15 . . . . .		.14,400			
FENCE . . . . .		2,400			
(remove, replace, repair or repaint)					
LOWER FIELDS (65,000 sq.ft.) . . . . .					29,250
demolition, new turf and irrigation @ .45/sq.ft.)					
TOTALS	122,688	249,547	211,500	39,685	29,250

372,235  
251,185  
623,420

411,920

↑ Applicable only if  
lower portable converted  
tp park area

Cost estimate figures are based on very preliminary program information,  
current inflation rates are high and unstable, and an exact project  
starting date is unknown. These estimates should be used accordingly.

# Multnomah School Joint Use Planning Study

## TENANT RENOVATION AREAS: ESTIMATED COSTS

### 1. MULTNOMAH ARTS CENTER

#### ESTIMATED COSTS

A.	WOOD SHOP AND STORAGE (910)(280)		
	Demolition 8' @ \$12.51:	\$ 100	
	1 Exterior Exit Door @ \$700:	700	
	Plaster Patching Allowance:	400	
	Sprinklers 1250 x \$3:	3,750	
	1 Sink (Larger Sink and Rough-In):	2,000	
	Dust Collection System:	14,000	
	Electrical @ \$2/sq.ft.:	1,820	
	Miscellaneous Ceiling Patching Allowance:	<u>1,000</u>	
			\$ 23,770
B.	POTTERY AND APPLIED ARTS (2260)		
	1 Larger Sink:	2,000	
	Electrical Power and Allowance:	3,500	
	Kiln Enclosure 25 x 35 @ \$10/sq.ft.:	13,125	
	Concrete Slab 875 sq.ft. @ \$2/sq.ft.:	1,750	
	Kiln:	3,000	
	Miscellaneous Demolition:	<u>500</u>	
			23,875
C.	WEAVING/TEXTILES (1440)		
	Electrical Allowance @ \$1/sq.ft.:	1,440	
	Interior Door:	500	
	Patching:	50	
	Larger Sink:	1,000	
	Demolition:	<u>200</u>	
			3,190
D.	DRAWING/PAINTING (720)		
	Allowance:	<u>1,500</u>	
			1,500
E.	LAPIDARY (200)		
	Allowance:	<u>1,500</u>	
			1,500
F.	PRESCHOOL ART (930)		
	Allowance:	<u>1,500</u>	
			1,500
G.	PRINTING/DARKROOM (980)		
	Lightproof Doors:	450	
	Electrical @ \$1.50/sq.ft.:	1,470	
	Plumbing Allowance:	2,500	
	Patching Allowance:	<u>500</u>	
			4,920

Cost estimate figures are based on very preliminary program information, current inflation rates are high and unstable, and an exact project starting date is unknown. These estimates should be used accordingly.

# Multnomah School Joint Use Planning Study

## 1. MULTNOMAH ARTS CENTER continued...

### H. DANCE/STOREROOM/DRESSING ROOM (2470)(100)(130)

Mirror Panels 60' x 8' @ \$20/sq.ft.:	\$ 9,600	
Railing Allowance 40' @ \$40/ft.:	1,600	
Electrical Allowance:	1,000	
Demolition Allowance:	500	
Storage Allowance:	500	
Dressing Room Allowance:	500	
	<u>500</u>	\$13,700

### I. OFFICE (320) Allowance:

750 750

### SUMMARY

A. Wood Shop and Storage	23,770	
B. Pottery and Applied Arts	23,875	
C. Weaving and Textile	3,190	
D. Drawing/Painting	1,500	
E. Lapidary	1,500	
F. Pre-School Art	1,500	
G. Printing and Darkroom	4,920	
H. Dance	13,700	
I. Office	750	
	<u>750</u>	\$74,705
	TOTAL	

## 2. SENIOR CENTER\* (5300)

### A. DEMOLITION

20 l.f. @ \$10/l.f.:	\$ 200	
7 Openings @ \$25:	175	
1 Exterior Opening @ \$100:	100	
Unknown Conditions Allowance:	500	
	<u>500</u>	\$ 975

### B. PARTITIONS

186 l.f. @ \$40/l.f.:	7,440	
Patching 12 @ \$5:	60	
Allowance:	400	
	<u>400</u>	7,900

### C. DOORS AND RELITES (including hardware, wood door steel frame and installation)

11 Interior Doors @ \$500:	5,500	
1 Pair Interior Doors @ \$750:	750	
2 Pair Exterior Doors @ \$900:	1,800	
Relite 28 sq.ft. @ \$15/sq.ft.:	420	
Patching:	800	
	<u>800</u>	9,270

Cost estimate figures are based on very preliminary program information, current inflation rates are high and unstable and an exact project starting date is unknown. These estimates should be used accordingly.

# Multnomah School Joint Use Planning Study

## D. FLOOR FINISHES

Sheet Vinyl 184 sq.ft. @ \$2.50/sq.ft.:	460	
Carpet 5696 sq.ft. @ \$1.40/sq.ft.:	<u>7,975</u>	8,435

## E. WALL FINISHES

Vinyl Wall Covering Allowance:	800	
Tackboard Allowance:	<u>250</u>	1,050

## F. CASEWORK

Kitchenette 10 ft. @ \$150/ft.:	1,500	
Counter 15 ft. @ \$120/ft.:	1,800	
Equipment (allowance for built-in U.C. Refrigerator and Cook Top):	<u>1,000</u>	4,300

## G. PLUMBING

2 Sinks (counter) @ \$1250:	2,500	
2 Toilet Fixtures @ \$1800:	4,000	
2 Lavs @ \$1250:	2,500	
Rough-In and Hook-Up Allowance:	<u>5,000</u>	14,000

## H. MECHANICAL

Heating and Ventilating Allowance:	<u>7,500</u>	7,500
------------------------------------	--------------	-------

## I. ELECTRICAL

Rework Existing Lighting and Power 5300 sq.ft. @ \$2/sq.ft.:	<u>10,600</u>	10,600
--------------------------------------------------------------	---------------	--------

## SUMMARY

A. Demolition	975	
B. Partitions	7,900	
C. Doors and Relites	9,270	
D. Floor Finishes	8,435	
E. Wall Finishes	1,050	
F. Casework	4,300	
G. Plumbing	14,000	
H. Mechanical	7,500	
I. Electrical	<u>10,600</u>	
	<b>TOTAL</b>	<b>\$64,030</b>

\*Based on Sketch Plan Assumptions

Cost estimate figures are based on very preliminary program information, current inflation rates are high and unstable, and an exact project starting date is unknown. These estimates should be used accordingly.

# Multnomah School Joint Use Planning Study

Cost estimate figures are based on very preliminary program information, current inflation rates are high and unstable, and an exact project starting date is unknown. These estimates should be used accordingly.

3.	YOUTH SERVICES (1600)		
	Miscellaneous Demolition:		
	Partition:		
	Doors:		
	Patching:		
	Mechanical HVAC:		
	Electrical:		
	Ceiling:		
			17,140
4.	YOUTH EMPLOYMENT		
	Miscellaneous Demolition:		
	Partitions:		
	Doors:		
	Patching:		
	Mechanical HVAC:		
	Electrical:		
	Ceiling:		
			5,258
5.	S.W.N.I.I - No Renovation Cost		
6.	MULTI-PURPOSE (Library/Reading/History)		
	Relocate Library Shelving Allowance	4,000	
	History Storage Allowance	2,000	
	Patching (Miscellaneous)	500	
			6,500
7.	CHILD CARE (2 rooms @ 720: 1440)		
	2 Interior Doors @ \$500:	\$ 1,000	
	2 New Sinks @ \$2,000:	4,000	
	Miscellaneous Electrical Allowance:	1,200	
			\$ 6,200
8.	KITCHEN		
	Ventilation System:	7,500	
	Office Demolition:	100	
	Office Partition:	500	
	Office Door:	500	
	Patching:	200	
	Electrical:	1,000	
	Mechanical:	1,000	
			10,800
9.	BUILDING DIRECTOR'S OFFICE		
	Demolition	300	
	1 Interior Door	500	
	1 Relite	1,050	
	Electrical and Telephone 528 sq.ft. @ \$2.50/sq.ft.:	1,320	
	Patching Allowance:	400	
			3,570



# Multnomah School Joint Use Planning Study

## TENANT RENOVATION SUMMARY

### COST ESTIMATE\*

1.	Multnomah Arts Center	74,705
2.	Senior Center	64,030
3.	Youth Services	17,140
4.	Youth Employment	5,258
5.	S.W.N.I.I.	0
6.	Multi-purpose (Library/History)	6,500
7.	Child Care	6,200
8.	Kitchen	10,800
9.	Building Director	3,570

Estimate Total: 188,203

\*Does not include contractor markups and consultant fees.

Cost estimate figures are based on very preliminary program information, current inflation rates are high and unstable, and an exact project starting date is unknown. These estimates should be used accordingly.

# Multnomah School Joint Use Planning Study

## Estimated Annual Operation and Maintenance Costs

Estimated annual operation and maintenance costs are indicated in the foregoing chart. These costs are based on the most recent School District estimates for the facility. The School District estimates may be somewhat low in comparison to a community service center use as the building heat was normally turned down at 4:30 P.M., the building was not extensively used during the evenings and weekends, and was closed during the summer.

To account for the possibility of added costs, a \$3.00 cost per square foot of useable area has been used to calculate the anticipated cost of each tenant space for the current year (1979-80). Only after the building has been in operation for a year will more accurate figures be available.

Useable area is determined as space within the building which can be utilized by a tenant. The \$3.00 per square foot figure covers the cost of all common areas and utility spaces within the building, and outside grounds maintenance.

On-Going Function	1978-79 <sup>1)</sup> Estimated	1978-79 Pro-Rated w/o Portables	1979-80 <sup>2)</sup> +12% <sup>3)</sup>	1980-81 <sup>2)</sup> +12% <sup>3)</sup>	1981-82 <sup>2)</sup> +12% <sup>3)</sup>
Operation	61,061	55,200	61,800	69,200	77,600
Building Maintenance <sup>4)</sup>	26,135	23,600	26,500	29,600	33,200
Grounds Maintenance	N.A.	N.A.	1,800	2,000	2,200
Total Annual Cost	87,196	78,800	90,100	100,800	113,000
Net Useable Area	--	--	32,730	32,730	32,730
Cost Per Square Foot	--	--	2.75	3.08	3.45

1) Portland Public Schools Estimate.

2) Numbers are for a full 12 months.

3) Estimated annual inflation.

4) Major maintenance and replacement amortization not included in estimates.

Cost estimate figures are based on very preliminary program information, current inflation rates are high and unstable, and an exact project starting date is unknown. These estimates should be used accordingly.

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PROGRAM		CURRENT ANNUAL COST					RESPON- IBILITY	
USER-TENANT	CURRENT PROGRAM LOCATION	EXISTING AREA	O&M BUDGET	RECOMMENDED AREA	O&M COST	ADDITIONAL BUDGET REQUIRED	FUNDING SOURCE	
ART CENTER	MULTNOMAH ART CENTER	9000 <sup>#</sup>	29,865	8040 <sup>#</sup>	24,120	3,255	• GEN. FUND (PARKS) • UPARR	PARK BUR.
DANCE CENTER	FIREHOUSE THEATER	3200 <sup>#</sup>	8,335	2700 <sup>#</sup>	8,100 -1,230 6,870	0	• GEN. FUND (PARKS) • UPARR	PARK BUR.
SENIOR CENTER	NONE	NONE	0	5300 <sup>#</sup>	15,900	15,900	• GEN. FUND (HRB) • UPARR • CONTRIBUTIONS	NEIGH. HOUSE INC. & H.R.B.
LOAVES & FISHES	HILLSDALE COMMUNITY CHURCH	N.A.	300	150 <sup>#</sup> STOR. KIT. 1/2 TIME CAP. 1/3 TIME	6,170	5,870	• CONTRIBUTIONS • GEN. FUND (HRB) • UPARR	LOAVES & FISHES INC. & H.R.B.
YOUTH SERVICES	HILLSDALE COMMUNITY CHURCH	N.A.	UP TO 4400	1600 <sup>#</sup>	4,800	400	• GEN. FUND (HRB) • UPARR	NAT. COUNCIL OF JEWISH WOMEN & H.R.B.
YOUTH CAREER TRAINING	HILLSDALE COMMUNITY CHURCH	N.A.	0	490 <sup>#</sup>	1,470	1,470	• GEN. FUND (HRB) • UPARR	HUMAN RESOURCES BUREAU
INDOOR-WESTSIDE PLAYGROUND	NONE	NONE	AS NEEDED UP TO 1300	GYM (PT. TIME) 40 <sup>#</sup> STOR. (DANCE ENTR.)	1,230 (APPLY TO DANCE ENTR.)	0	• PARENT ASSESSMENT FEES	TENANT
S.W. PARENT-CHILD COLLECTIVE	NEIGHBORHOOD HOUSE	N.A.	AS NEEDED UP TO 3000	720 <sup>#</sup>	2,160	0	• PARENT ASSESSMENT FEES	TENANT
HILLSDALE PRESCHOOL COOPERATIVE	LATVIAN COMMUNITY CENTER	N.A.	1215	720 <sup>#</sup> 1/2 TIME 40 <sup>#</sup> STOR.	1,200	0	• PARENT ASSESSMENT FEES	TENANT
MULTNOMAH CHILDRENS CARE ASSN.	NONE	NONE	AS NEEDED UP TO 1500	720 <sup>#</sup> 1/2 TIME	1,080	0	• PARENT ASSESSMENT FEES	TENANT
S.W.N.I. I.	MULTNOMAH ART CENTER	200 <sup>#</sup>	0	} 800 <sup>#</sup>	1,200	1,200	• GEN. FUND (DNA) • UPARR	SWNII & DNA
NEIGHBORHOODS AGAINST CRIME	MULTNOMAH ART CENTER	100 <sup>#</sup>	1200		1,200	0	• FED. LEAA GRANT	CNTR. FOR URBAN EDUCAT.
LIBRARY - } MULTI HISTORY - } MEETING } USE ROOM	MULTNOMAH SCHOOL	1500 <sup>#</sup>	0	740 <sup>#</sup>	2,220	2,220	• GEN. FUND • UPARR	MARKETING BUREAU
KITCHEN	MULTNOMAH SCHOOL	N.A.	0	730 <sup>#</sup> 1/2 TIME	1,100	1,100	• GEN. FUND • UPARR	MARKETING BUREAU
MULTI-USE SPACES (OTHER)	MULTNOMAH SCHOOL	NOT APPLICABLE	0	CAP. 1/3 TIME 9,260 OTHER 5,580 <sup>#</sup> 16,740 26,000	26,000	26,000	• GEN. FUND • UPARR	MARKETING BUREAU
MANAGEMENT OFFICE	NONE	NONE	0	450 <sup>#</sup>	1,350	1,350	• GEN. FUND • UPARR	MARKETING BUREAU
MANAGEMENT STAFF	NONE	NONE	(PARKS) 30,000	NONE	(PARKS) 30,000	0	• TENANT PRO-RATA FEES • GEN. FUND (PARKS)	MARKETING BUREAU
TOTALS			40,770	32,730	98,070	58,765	• UPARR	

# MULTNOMAH SCHOOL REUSE PLAN PROPOSAL

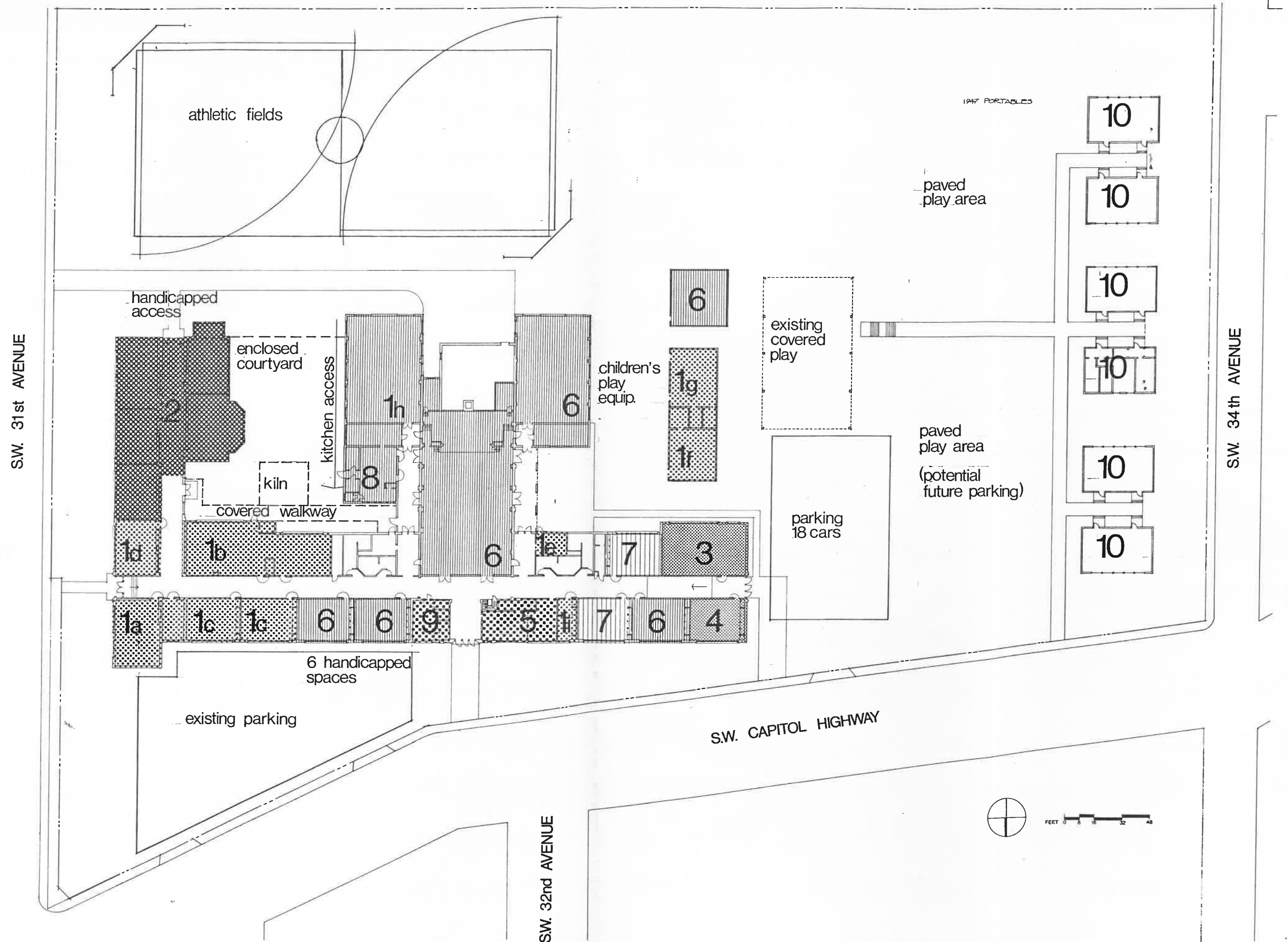
## KEY TO BUILDING PLAN

1. MULTNOMAH ART CENTER
  - a. Wood Shop (910 sq.ft.) plus wood storage
  - b. Pottery and Applied Arts (2260 sq.ft.) (including outdoor kiln (875 sq.ft.))
  - c. Weaving and Textiles (1440 sq.ft.)
  - d. Drawing/Painting (720 sq.ft.)
  - e. Lapidary (200 sq.ft.)
  - f. Pre-School Art (930 sq.ft.)
  - g. Printing/Darkroom
  - h. Dance Instruction Room (2470 sq.ft.)  
Storeroom (100 sq.ft.)/Dressing Room (130 sq.ft.)  
Shared storage area located in former teacher's lunchroom adjacent to main dance. (Dance instruction room to be used by Art Center Dance Classes 10 a.m.-10 p.m., 2 days per week and 2 p.m.-10 p.m., 3 days - indoor playground to use 3 mornings per week)
  - i. Multnomah Art Center Business Office

NOTE: All square footages are approximate.

2. SENIOR CENTER  
Five former classrooms and adjacent corridor to include addition of two small toilet rooms equipped for handicapped.
3. YOUTH SERVICES  
Office and Counseling space.
4. YOUTH EMPLOYMENT  
Office and Counseling space.
5. S.W. NEIGHBORHOODS INFORMATION, INC. and NEIGHBORHOODS AGAINST CRIME  
Joint Office.
6. MULTI-PURPOSE ROOMS  
Intended to be available as scheduled by Building Director to various community groups and short term users.
  - 6a. Multi-Purpose Room: Library/Reading Area and Neighborhood History Displays
  - 6b. Multi-Purpose Room: Gymnasium intended for use by child care groups, adult athletics, athletic classes, etc.
  - 6c. Multi-Purpose Room: Cafetorium intended for use by Loaves and Fishes group 10 a.m.-2 p.m., 5 days/week, large group meetings, performing arts groups, miscellaneous athletic activities, etc.
7. CHILD CARE  
Southwest parent child collective - full day; Hillsdale Pre-School - 1/2 day morning; Multnomah Child Care Association - After School Care. NOTE: Westside inside playground 3 mornings/week; see Area 1h.
8. KITCHEN  
To be used by Loaves and Fishes 5 days/week for luncheon meals served in cafetorium and for preparation of "meals on wheels". Kitchen service access should be preserved through enclosed courtyard. Facility to be available through Building Director during non-Loaves and Fishes hours.
9. BUILDING DIRECTOR'S OFFICE  
Headquarters for building operation supervision and scheduling.
10. LOWER PORTABLES  
Building Director to seek out appropriate groups to rent these facilities at a rate which will cover their higher operation and maintenance costs. As a last resort only, this area should be cleared and converted to park area.

9/12/79



# RICHARD BRAINARD PLANNING & URBAN DESIGN

1308 S.W. BERTHA BLVD.  
PORTLAND, OREGON 97219  
TELEPHONE 503/245-5310

## M E M O R A N D U M

TO: Multnomah School Joint Use  
Study Committee

FROM: Dick Brainard

SUBJECT: Estimated Annual Operation  
and Maintenance Costs

DATE: September 10, 1979

On-Going Function	1978-79 <sup>1)</sup> Estimated	1978-79 Pro-Rated w/o Portables	1979-80 <sup>2)</sup> +12% <sup>3)</sup>	1980-81 <sup>2)</sup> +12% <sup>3)</sup>	1981-82 <sup>2)</sup> +12% <sup>3)</sup>
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# PORTLAND PUBLIC SCHOOLS

501 North Dixon Street / Portland, Oregon 97227

Mailing Address: P.O. Box 3107 / Portland, Oregon 97208

Phone (503) 249-2000

OFFICE OF INTERGOVERNMENTAL RELATIONS

Charles A. Clemans,  
Director  
Maurice J. Caba,  
Intergovernmental  
Specialist  
Nick G. Bolos  
Intergovernmental  
Specialist  
Marlene Bayless,  
Intergovernmental  
Specialist

September 4, 1979

## MEMORANDUM

TO: MULTNOMAH FACILITY STEERING COMMITTEE

FROM: SUB-COMMITTEE ON ADVISORY COUNCIL SELECTION  
Dell Taylor, Louise Boyer, Marlene Bayless

### General Guidelines

The sub-committee recommends the following general guidelines:

1. The Multnomah Service Center Advisory Council should be composed of residents of Southwest Portland except in the case of the representatives of City of Portland Bureaus.
2. Application forms should be circulated in March and April of the selection year.
3. Selections should be made in May of ~~odd numbered~~ <sup>each</sup> years, with ~~and~~ members should take office on July 1.
4. The Advisory Council members should serve for two-year terms.
5. The Advisory Council should meet once a month at the Service Center.
6. The Advisory Council should operate under the procedures outlined in Oregon's Public Meetings Law and described in Attorney General's Opinion #7252.

### Selection Process:

The sub-committee recommends that the membership on the Advisory Council be selected as follows:

1. Two representatives from neighborhood associations should replace those designated Multnomah Community and Southwest Neighborhood. The neighborhood representatives should be selected by the SWNI Board and should represent the following:
  - a. One from neighborhood associations north of Multnomah Boulevard.
  - b. One from neighborhood associations south of Multnomah Boulevard.

*1/2 selected on odd numbered years and 1/2 selected on even numbered years.*

*7. Member will should be appointed with the mutual agreement of the Commissioner-in-charge.*

September 4, 1979

- ✓ 3. One representative from the Multnomah business community to be selected by the Multnomah Merchants Association.
- ✓ 4. One adult (18-60) selected by the Commissioner-in-charge from applications received from Southwest residents.
- 5. One youth (12-17) selected by the Youth Advisory Council to the Metropolitan Youth Commission.
- 6. One senior (over 60) selected by the City-County Commission on Aging.
- ✓ 7. One tenant selected by the tenant council.
- ✓ 8. One PTA member selected by the Southwest section of the PTA.
- ✓ 9. One staff person from the Bureau of Facilities Management to be selected by the Director.
- ✓ 10. One staff person from the Bureau of Human Resources to be selected by the Director.
- ✓ 11. One staff person from the Bureau of Parks and Recreation to be selected by the Superintendent of Parks.

MB:gal

INTEREST FORM FOR MULTNOMAH SERVICE CENTER APPOINTMENTS  
PLEASE COMPLETE AND RETURN TO:

CENTER DIRECTOR  
MULTNOMAH SERVICE CENTER  
7688 SW Capital Highway  
Portland, Oregon 97219

The purpose of this form is to obtain general information concerning the qualifications of applicants for appointment to the Service Center Advisory Council. If you have a recently prepared biography, feel free to attach it to this form. Thank you for your interest.

Personal Data

Name \_\_\_\_\_  
(Please type or print, last name, first name, and middle initial)

Resident Address \_\_\_\_\_  
Street Address City County Zip

Business Address \_\_\_\_\_  
Street Address City County Zip

Residence Telephone \_\_\_\_\_ Business Telephone \_\_\_\_\_

Spouse's Name \_\_\_\_\_

Affirmative Action Information \_\_\_\_\_  
Sex Age Racial/Ethnic Background

OCCUPATION

Present Occupation \_\_\_\_\_

List major paid employment and volunteer activities which may relate to service on the Center Advisory Council. List chronologically beginning with most recent experiences and include all experiences you believe are relevant:

<u>Dates</u>	<u>Employer or Volunteer Activities</u>	<u>Responsibility</u>

List skills and special knowledge that you may have acquired from the activities you listed.

## EDUCATION

Schools attended, dates attended, degrees earned:

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## AREAS OF INTEREST

Select from the following list one or more fields in which you have interest and ability; number your choices in priority order:

- |                                                |                                                |                                           |
|------------------------------------------------|------------------------------------------------|-------------------------------------------|
| <input type="checkbox"/> Aging, Elderly        | <input type="checkbox"/> Handicapped           | <input type="checkbox"/> Safety           |
| <input type="checkbox"/> Arts                  | <input type="checkbox"/> Health Care/Delivery  | <input type="checkbox"/> Transportation   |
| <input type="checkbox"/> Athletics             | <input type="checkbox"/> Historic Preservation | <input type="checkbox"/> <del>Women</del> |
| <input type="checkbox"/> Child Care            | <input type="checkbox"/> Mental Health         | <input type="checkbox"/> Youth            |
| <input type="checkbox"/> Community Involvement | <input type="checkbox"/> Recreation            | <input type="checkbox"/> Other            |

Describe why you are interested in serving on the Multnomah Service Center Advisory Council. Include information not already mentioned about yourself and your experience and background that supports your interest. Attach a separate sheet, if necessary.

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Applicants will be selected by various commissions and committees to represent specific constituencies. The area of inquiry will be whether the appointee or spouse may have a conflict of interest between private life and public service. Please describe below potential conflicts that could arise from service on the Board, or Committee for which you are under consideration for appointment:

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---

Representative position for which you are applying.

---

Star  
Attendance ~~10:00~~ 92

Multnomah Days  
Bill Scott here  
City

AUG. 29  
7:30

# TONIGHT'S AGENDA

Charlotte

1. Study Status - Evening's time schedule
- ✓ City Council Hearing -
  - ✓ Another Community Meeting - 12<sup>th</sup> Sept.
  - ✓ Occupancy Schedule - (Move in date)
  - ✓ Users' <sup>Agency</sup> Meetings & Approvals - meet to go back to their hds.

John

2. Recommended Space Plan
- ✓ Revisions to Previous Layout
  - ✓ Portables
  - ✓ Parking
  - Final Plan Agreement

John

Dick

3. Estimated Costs
- ✓ Major Renovation
  - ✓ User Spaces Renovation
  - ✓ Move-In
  - ✓ On-going Operation & Maintenance
  - ✓ Facility Management
- } total cost \$4/#
- ~~Amortization of Future Replacement & Renovation~~

Dick

4. Funding Sources
- ✓ Major Renovation - City General Fund
  - UP & Rec. Recovery Program Grant
  - <sup>Private Contributions</sup>
  - ✓ User Space Renovation - User Financing & Contributions
  - UP & RR



- Area Aging Grant
- City General Fund
- ✓ • Move-In — User/Tenant Financing Responsibility
- ✓ • O & M — User/Tenant Cost Sharing
  - City General Fund
- ✓ • Facility Management — User/Tenant Cost Sharing
  - City General Fund
  - UP & RR

~~Amortization of Future Bonds — ?~~

## 5. Facility Management Options

- ✓ • Bureau of Facilities Management
- ✓ • Bureau of Parks & Recreation
- ✓ • Facility Advisory Board
- ✓ • Director's Job Skills & Responsibilities
  - School District - City Lease Arrangement
  - User Lease Arrangements
  - Multi-Use Areas Scheduling

Bob



Major Renovation - List all renovation items needed, their cost and priority ranking.

Permanent users - pay at cost

Multi-use spaces - to be funded out of City general fund w/ free use of space to infrequent <sup>irregular</sup> users  
Multi-use ~~that who are willing to risk a lottery approach~~  
Storage space - rent on a sq. ft. basis at <sup>cost</sup> ~~going rate~~  
→ User fee <sup>at cost</sup> paid by those users who want the space reserved to them on a regular basis (ie daily or 3 times/wk usage) for full year or 9 months

~~Opera to 900th port.~~

~~Reverse Art Ctr. Preschool Art & Mult.-Purp.~~

~~Leave far Port. as Multi-Purp.~~

~~Initial Bldg Renovation~~

~~Individual User Renovation~~

# RICHARD BRAINARD PLANNING & URBAN DESIGN

1308 S.W. BERTHA BLVD.  
PORTLAND, OREGON 97219  
TELEPHONE 503/245-5310

## M E M O R A N D U M

TO: Multnomah School Joint Use Study Committee

FROM: Dick Brainard

SUBJECT: Potential Management-Operation-Maintenance Costs

DATE: August 22, 1979

Following is a first rough cut at trying to estimate what the on-going costs are expected to be for the facility. These are my estimates based on a number of assumptions which may or may not be accurate. As such, I would appreciate these numbers not being quoted beyond our discussion.

On-Going Function	1978-79 <sup>1)</sup> Estimated	1979-80 <sup>2)</sup> +12% <sup>3)</sup>	1980-81 +12% <sup>3)</sup>
Management	Not Applicable	\$ 38,000	\$ 42,600
Operation	\$ 61,061	68,400	76,600
Building Maintenance <sup>4)</sup>	26,135	29,300	32,800
Grounds Maintenance	Not Applicable	1,800	2,000
Total On-Going Cost		\$137,500	\$154,000
Net Usable Area		35,450	35,450
Cost Per Square Foot		\$ 3.88	\$ 4.34

1) School District Estimates

2) Numbers are for a full 12 months

3) Estimated annual inflation

4) Major maintenance and replacement amortization not included.

PRELIMINARY FRAMEWORK FOR ORGANIZATION  
MULTNOMAH SERVICE CENTER

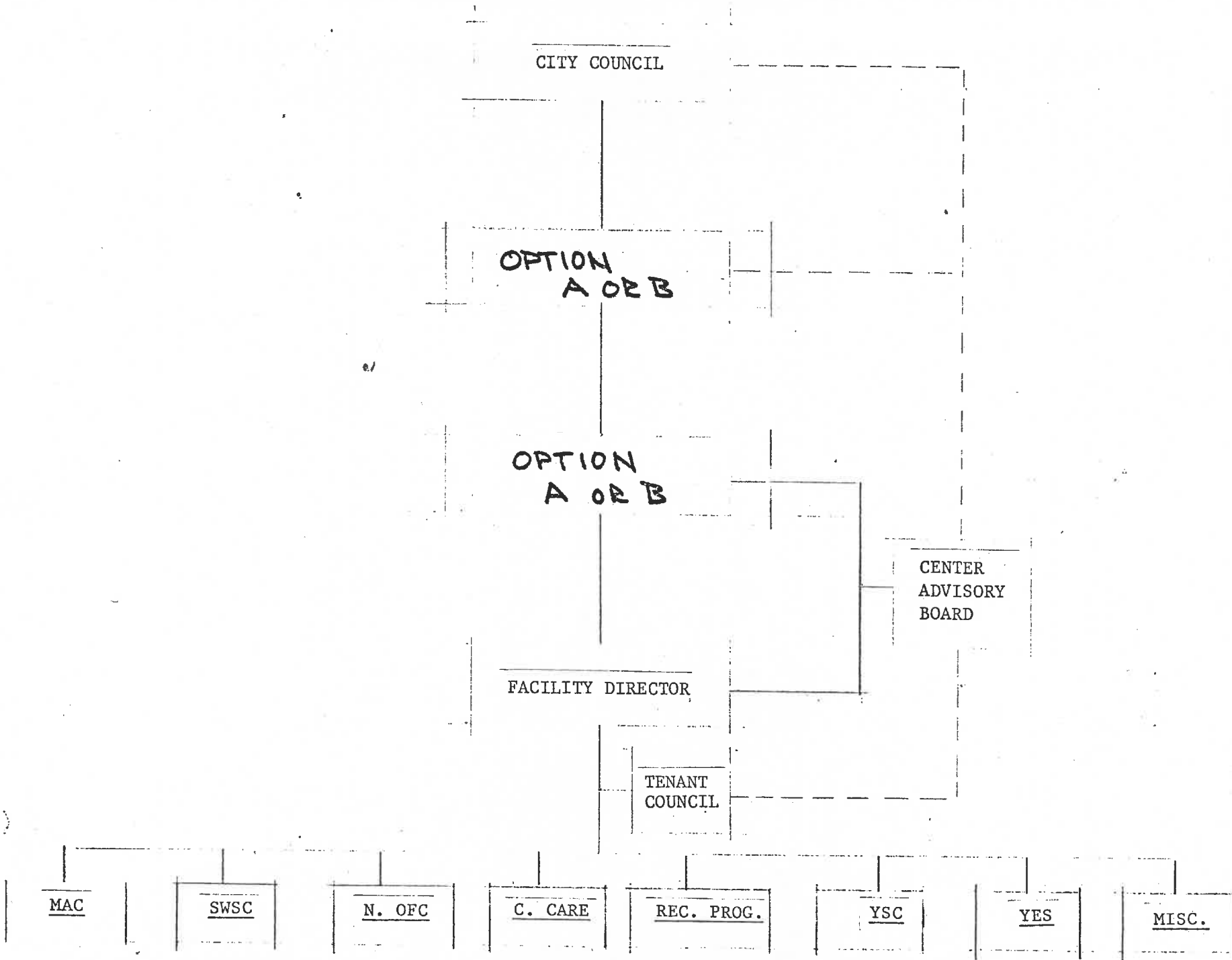
- How is it governed?
- Who's in charge?
- Who decides what services are provided?

DRAFT

~~August 22, 1979~~  
AUGUST 28, 1979

● Whatever the governance arrangement, it is the end result that is important.

- Does it coordinate or combine services that the community needs?
- Are services responsive to the clients and the community?
- Are there ways for the community needs to be made known?
- Is there accountability for funds and programs?
- Are the lines of responsibility and reporting clear and workable?
- Is there a method for keeping the center relevant and viable?
- Is there coordination among programs?



# DRAFT PROPOSAL

## BUILDING MANAGEMENT

## OPTION A



### ADVANTAGES

- Building Management Expertise
- No program/service delivery responsibilities
- Building Maintenance Expertise
- Cooperative/Managing Partner with S.D.#1 of King Neighborhood Facility
- Experience in lease/rental operation and management
- Not a tenant of building

### DISADVANTAGES

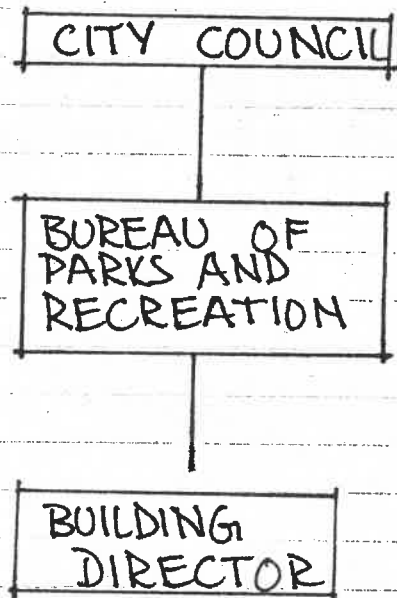
- Lack of joint programming experience
- Site maintenance probably handled by other Bureau
- Do not normally handle recreation facility use requests



# DRAFT PROPOSAL

## BUILDING MANAGEMENT      OPTION B

---



### ADVANTAGES

- Operate existing Community Centers
- Operate Community School Programs
- Experience in Working with Other Agencies in Program Delivery
- Scheduling Expertise
- Site maintenance responsibility

### DISADVANTAGES

- Potential Tenant
- Program Management Orientation
- Nominal Building Management Resources Compared to Facilities Management

FACILITY DIRECTOR

- Responsible to Supt.
- Building Administrator
- Budget Preparation
- Facility Scheduling
- Policy Implementation

CENTER  
ADVISORY  
BOARD

TENANT COUNCIL

OPTION A

- Report to Director
- Develop Joint Programs
- Resolve Disputes
- Assist Build. Adminst.
- Advise Board on Key Staff
- Membership
  - Rep. from each major tenant
- Review Budget

TENANT #1

- Responsible to respective funding agency or board
- Assist director through tenant council
- Coordinate & develop joint programs
- Responsible for meeting center objectives & policy
- Financially obligated to center through director
- Budget requests through respective funding agency or group

# DRAFT PROPOSAL

## CENTER ADVISORY BOARD

### ■ Responsibilities

- Advise Facility Director
- Advise Bureau Chief
- Develop and Support Center Goals and Objectives
- Review and Recommend Center Policy, Overall Center Program Offerings and Space Use
- Advise Bureau Chief on Hiring of Facility Director
- Advise Director on Budget and Overall Operation Issues
- Develop grievance procedures

### ■ Membership

- Sub committee to develop specific selection process for study group
- One representative from each of the following
  - Local Business Community
  - Multnomah Community
  - Southwest Neighborhoods (at large)
  - Adult (18-60)
  - Youth (12-17)
  - Senior (60 and over)
  - Tenant Council
  - Bureau of Human Resources
  - Bureau of Parks & Recreation
  - Bureau of Facilities Management
  - Southwest Section PTA

PROPOSED JOB DESCRIPTION  
FOR THE  
BUILDING MANAGER

\*The Building Manager would be responsible for building operations -  
Directors of individual programs will be responsible for their  
respective program.

Definition

This is supervisory and administrative work involved in the management of a ~~25,000 sq~~ <sup>multi-use</sup> community facility. The employee occupying the position, plans, organizes, directs, supervises, coordinates, and promotes all public activities at the community center. Work includes budgeting, operations and maintenance responsibility, tenant negotiations, overall building program coordination, building management, lease negotiations, lease and tenant management, grounds maintenance, and other duties. Responsibilities include working with neighborhood groups, user groups [both public and semi-public agencies], involved in the use of the building. Work is performed under the general direction of City administration with policy input from an advisory committee and the user groups. The building manager shall be responsible for scheduling <sup>use of</sup> building and grounds.

Examples of Work

- Maintains public relations contacts with, answers inquiries and provides information to, the Citizens Advisory Committee, building tenants, building user groups, other bureaus, and the general public.
- Meets with the advisory committee, prepares agendas, agenda reports, translates committee policy input and maintains a smooth working relationship between the advisory committee, City of Portland, the building tenants and the building user groups.
- Develop a close working relationship with the community building tenants, and building user organizations.
- Plans and administers annual budgets, correlating expenditures with income.
- Writes and revises lease contracts; enforces and adjusts terms of contract.
- Maintains check on contracted services, including custodial, ground maintenance, to assure a high level of service.
- Assumes responsibility for the building scheduling between the building tenant groups, building user groups, Bureau of Parks, and other organizations that use the facility.
- Perform continual inspections of the building, both interior and exterior, in order to keep the facility in a first class operation.
- Develop and maintain high level of standards for cleaning and building maintenance.
- Respond to regulatory agencies interpreting and enforcing federal, state, and municipal safety and fire codes as apply to the facility.

Knowledges and Skills

- Considerable knowledge in the practice and procedures involved in building management.
- Knowledge of supervisory practices and techniques.
- Skill in preparing, analyzing, reviewing, and verifying budgeting and accounting documents.

MULTNOMAH SCHOOL JOINT USE STUDY  
PROPOSED JOB DESCRIPTION  
FOR THE BUILDING MANAGER

August 28, 1979

Page 2

- . Skill in interpreting and preparing contracts and other legal documents involved in building management.
- . Skill in expressing ideas, proposals, recommendations and information effectively, orally and in writing.
- . Skill in establishing and maintaining effective working relationships with building tenants, public and private officials, civic groups, and the general public.
- . Basic knowledge in the operation of building heating, cooling, ventilating, plumbing, and lighting equipment.
- . Knowledge of managing operations in a government unit.
- . Some skill in office management methods and procedures.
- . Skill in assisting building tenants and building user groups with scheduling and coordination with program element to promote maximum utilization of the facility.
- . Basic understanding of recreation-leisure time and social services programs provided by tenant user agencies in the facility.

\* 8/15/79 Pub. Mtg. - 70 attending  
(incl. staff & committee)

~~$20,000 \text{ } \# \times \$4/\# = \$80,000$~~

~~$25,000 \text{ } \# \times \$3.20/\# = \$80,000$~~

~~$$\begin{array}{r} 3/4 \\ 150 \\ 75 \\ \hline 800 \end{array}$$~~

- ~~Recent S.D.~~
- ~~Current O&M costs \$3.50 to 4.00 = 80,000~~
  - ~~Probably looking at \$ up to \$100,000~~

55,000 # gross increased use <sup>both in no. of people & time, wear & tear</sup>

- Recent S.D. O&M costs - \$80,000 or <sup>around</sup> ~~close to \$2~~ ~~50 to 1.00~~ / #.
- Probably looking at up to \$100,000/year due to the need to <sup>provide for a</sup> ~~increase~~ maintenance kitty, plus a management staff

on going  
Potential funding sources

- User reimbursements <sup>(rents)</sup> & fees
- City general funds for city operated programs
- Outside agency funds
- Grants programs - HRB Aging grant
- State child care grant
- Urban Parks & Rec funds

there are a no. of users which can pay their way and also a no. which can only pay a portion.

There is also a

One time renovation cost

## Major Concerns

1. Parking amount & location re. seniors
2. Food service Trucks
3. Youth Services location
4. Indoor-Outdoor Playground location  
& specific scheduling.



**Boutwell, Gordon, Beard and Grimes** 1100 Southwest Sixth Avenue Portland, Oregon 97204 (503) 224-9656

Architecture/Planning/Interiors

15 August 1979

MULTNOMAH SCHOOL JOINT-USE STUDY  
COMMITTEE MEETING

Multnomah School Library - 10:00 a.m.

AGENDA

1. Plan Review
2. Building Management
3. Evening Meeting Agenda

. get w/ John Sewall re.  
operation & maintenance  
dollars.

# Presentation - Mult-School Reuse Study

## Public Meeting - August 1, 1979

### Explain "Potential User Criteria"

(65 people  
incl. 8 committee  
& staff)

- Springs from "Objectives" which were described at last meeting.
- 1, 2, 3 criteria will examine how well the user serves the community.
- 4 & 5 criteria express public benefit and <sup>community</sup> support.
- Criteria 6, 7, 8 examine ability to ~~help pay~~ share building costs and space.
- 9, 10, 11, 12 examine service delivery and compatibility.

### Explain "Matrix"

- ~~The study committee then~~
- We have then prepared a matrix or chart so as to compare all potential users to the list of criteria so as to establish some general expression of those users which ~~best~~ best meet the objectives for use of the building and grounds.
- At last meeting, we passed out 2 lists; one describing desirable programs and the other listing all potential users interested in ~~the~~ use of the building. Some additional users were identified at that meeting. All the potential users are listed across the top of the matrix (or chart) under <sup>the</sup> broader color-coded program headings.

- The ~~best~~ criteria are listed in the same order as on ~~the~~ your sheet on the left side.
  - The study committee then evaluated each user given all the data collected in interviews with each ~~user~~ potential user. We don't pretend that ~~our~~ the committee's evaluation is 100% accurate in any of its details. <sup>\*We expect some disagreement.</sup> What we do feel is that it presents a general overall picture of what users ~~are~~ are more logical choices for priority use of the building.
- ~~We expect disagreement with some of the details~~

If you squint your eyes you will note there are program areas which appear as priorities. These are:

- We intentionally used dots to indicate level of importance rather than number rankings. Also, the dots should not be added up, as ~~some~~ each criteria is not of equal weight or quality.
- This is but one tool and one step in the process of trying to decide what are the best uses for the building. More detailed evaluation will be made regarding specific capability to finance operation & maint. costs, the exact amt. of space required, specific sharing commitments, the amt. of parking required versus that which may be available, and so forth.

- <sup>questions</sup>
- These <sup>questions</sup> will be answered as we get into the architectural portion of the study - a good start which you see on the wall.

~~As we proceed, additional users may have to be given a lower priority or may be given a higher priority.~~

~~So please do not~~

- \* This matrix is but one small step in the process, and is by no means set in stone.

~~It is one bit of data for us to use~~

- At this time we intend to form small groups by program headings, to discuss those specific areas <sup>in which</sup> each of you may ~~be~~ have an interest. We will go for about 30 min to give you time to ask questions of the leaders in <sup>that</sup> ~~the~~ each group you meet with, to discuss your feelings as to the relative importance of the uses, and maybe to arrive at some consensus as to whether a use ~~should~~ <sup>or should not</sup> be given some priority consideration.

~~It is encouraged~~

- Note where each group will meet - ask for show of hands as to which groups they want to attend.
- Also you can leave one group for another anytime.

**Boutwell, Gordon, Beard and Grimes** 1100 Southwest Sixth Avenue Portland, Oregon 97204 (503) 224-9656

Architecture/Planning/Interiors

1 August 1979

MULTNOMAH SCHOOL JOINT-USE STUDY  
COMMITTEE MEETING

Multnomah School Library - 10:00 a.m.

AGENDA

1. Review Use Evaluation
2. Discuss Preliminary Plan
3. Evening Meeting Agenda

→ want to encourage  
→ neither  
discourage

## MULTNOMAH SCHOOL JOINT USE STUDY

### POTENTIAL USER CRITERIA

1. User fulfills a demonstrated community need in the Southwest area.
2. User serves the Multnomah community.
3. User serves the Southwest community.
4. User provides a clear public benefit (public and/or non-profit).
5. User has strong community support.
6. User contributes financially to operation and maintenance costs.
  - a. can pay own way
  - b. can pay partial costs
  - c. requires full subsidy
7. User can help finance space-use renovation.
8. User can share space and/or time.
9. User serves whole family and/or a broad range of age groups.
10. User maximizes (provides a substantial portion of) service delivery.
11. User compliments and/or supports other user activities.
12. User does not duplicate and/or detract from other user activities.

7/20/79

## MULTNOMAH SCHOOL JOINT-USE STUDY

### GOAL:

Working with citizens in the Multnomah community and southwest area, local service groups, and city agencies; develop an optimum community joint-use program for the Multnomah School building and grounds so as to assure the facility's reuse as soon as possible.

### OBJECTIVES:

1. Bring together a number of compatible activities into one easily accessible community service center.
2. Provide a variety of services that meets the needs of the whole family and all age groups.
3. Provide for shared use of space to obtain maximum utilization of the facility and to deliver community services more efficiently thereby avoiding duplication, and at less cost.
4. Give priority consideration to activities requested by the local community and southwest area and to those activities which maintain the facility as an important focus for the community.
5. Give priority consideration to public and non-profit uses, and avoid competing public versus private uses.
6. Develop a lease or ownership agreement between the School District and City for community use of the facility. Include a provision for potential future reuse as a school.
7. Develop a financing program for operation and maintenance of the facility.
8. Involve the community in the decision making process.



THE CITY OF  
**PORTLAND**



**OREGON**

OFFICE OF  
THE MAYOR

NEIL GOLDSCHMIDT  
MAYOR

1220 S. W. FIFTH AVE.  
PORTLAND, OR. 97204  
503 248-4120

MEETING SUMMARY

July 25, 1979  
Multnomah School

Attendance:

Members: Dell Taylor, Bob Packard, Ed Seibert,  
Louise Boyer, Claudine Stock, Al Staley,  
Charlotte Beeman

Alternates: Mary Becker, Kristen Tooley

Consultants: John Vosmek, Dick Brainard

The Committee discussed use criteria for the Multnomah School building and filled out a matrix rating provider groups which have been identified, against the criteria. The Consultants presented diagrams showing space available and approximate requirements of each provider for space.

It was agreed that we should meet again before the public meeting on August 1st to discuss how this material will be discussed with the public. It will be important for Committee members to be available for the evening meeting.

NEXT MEETING:                   AUGUST 1 - 10:00 A.M.  
                                  AUGUST 1 - 7:30 P.M.

MULTNOMAH SCHOOL JOINT USE STUDY

POTENTIAL USER CRITERIA

1. User fulfills a demonstrated community need in the Southwest area.
2. User serves the Multnomah community.
3. User serves the Southwest community.
4. User provides a clear public benefit (public and/or non-profit).
5. User has <sup>ok</sup> strong community support.
6. User contributes financially to operation and maintenance costs.
  - a. can pay own way
  - b. can pay partial costs
  - c. requires full subsidy
7. User can help finance space-use renovation.
8. User can share space and/or time.
9. User serves whole family and/or a broad range of age groups.
- ? (10. User maximizes (provides a substantial portion of) service delivery.
- <sup>Program sharing</sup> 11. User compliments and/or supports other user activities.
12. User does not duplicate and/or detract from other user activities. *or other activities in the community.*

7/20/79

**Boutwell, Gordon, Beard and Grimes** 1100 Southwest Sixth Avenue Portland, Oregon 97204 (503) 224-9656

Architecture/Planning/Interiors

25 July 1979

MULTNOMAH SCHOOL JOINT-USE STUDY  
COMMITTEE MEETING

Multnomah School Library - 10:00 a.m.

AGENDA

- ✓ 1. Recap of Public Meeting
- ✓ 2. Activity/Provider Evaluation
- ✓ 3. User Space Analysis
- 4. Public Meeting Agenda

*next mtg - 10:AM - Wed. - Aug. 1*



## MEETING SUMMARY

DATE: Wed. July 11, 1979 - 10:00 AM

Multnomah School

### ATTENDANCE:

Members: Marlene Bayless, Charlotte Beeman, Louise Boyer, Bob Packard, Ed Siebert, Claudine Stock Dell Taylor.

Alternates: Mary Becker, Bernice Dodds, Bob Holdridge, Kristen Tooley

Consultants: Dick Brainard, John Vosmek

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PORTLAND, OR. 97204  
503 248-4120

Publicity produced during the week before was discussed. 27,000 flyers were delivered to residences in S.W. with zip code numbers 97219, 21, 01. SW Senior Task Force members distributed approximately 200 posters to businesses and other public places. A press release was sent to the media and spots were heard on various radio stations. An article about the coming meetings was carried in the Oregonian.

Discussion and review of data base, identified activities and material on user groups took place. The committee seemed pleased with the large amount of thorough and complete information Dick had gathered. Final plans for the first public meeting that evening were completed.

### PUBLIC MEETING

DATE: Wed. July 11, 1979 - 7:30 PM

Between 125 and 150 people crowded into our meeting room. Copies of the agenda were handed out and followed as planned. People were welcomed, the Steering Committee was introduced, background on the project was presented, a description of the area and summary of activities and potential providers were explained before opening the meeting up for questions. People asked a lot of good questions and offered some constructive ideas. Most seemed to understand that some questions have not been answered yet, but will be. Some ideas were added to our list including adult education, activities for teen-agers and a few requests by groups who are seeking space. People expressed interest in costs, disposal of Multnomah Art Center Building if that program should move, and administration of the building after a plan is adopted.

Committee members present were surprised and pleased by the number of comments made just before we adjourned and after the meeting about what a good job we had done. The tenor of the meeting was very positive and enthusiastic. The whole committee should feel good about our careful planning - the extra effort put in!

NEXT MEETING: July 25, 10:00 AM  
Multnomah School Library

SUGGESTED AGENDA

Wednesday, July 11, 1979 - 7:30 PM - Multnomah School.

- |              |    |                                                               |                                  |
|--------------|----|---------------------------------------------------------------|----------------------------------|
| <u>7:30</u>  | 1. | - WELCOME.                                                    | <u>Beeman</u>                    |
|              |    | - PURPOSE OF MEETING.                                         |                                  |
|              |    | - FORMAT AND AGENDA TO BE FOLLOWED.                           |                                  |
|              |    | - INTRODUCE MEMBER OF STEERING COMMITTEE.                     |                                  |
|              | 2. | - STEERING COMMITTEE INTRODUCTIONS.                           | <u>Stack</u>                     |
| <u>7:45</u>  | 3. | - BACKGROUND ON SCHOOL CLOSURE.                               | <u>Packard</u>                   |
|              |    | -Selection of Architectural Team                              |                                  |
|              |    | -Sketch of Time Line                                          |                                  |
|              |    | -Introduce Vosmek                                             |                                  |
| <u>8:00</u>  | 4. | - CONSULTANT TEAM DESCRIPTION.                                | <u>Vosmek</u>                    |
|              |    | -Objectives of Project                                        |                                  |
| <u>8:15</u>  | 5. | 1) -BRIEF ORIENTATION OF PROJECT LOCATION,<br>BUS LINES, etc. | <u>Brainard</u>                  |
|              |    | 2) -Summary of <del>Users</del> <u>Use-Activity Needs</u>     |                                  |
| <u>9:00</u>  | 6. | - QUESTIONS, SUGGESTIONS.                                     | <u>Public</u><br><u>(Beeman)</u> |
| <u>10:00</u> | 7. | - REMIND OF NEXT MEETING DATE.                                | <u>Beeman</u>                    |
|              |    | - ADJOURNMENT.                                                |                                  |

Attendance: 11/2 ±  
(including 9 staff & committee)  
(Ch. 2 news coverage)



Wednesday, July 11, 1979 - 7:30 p.m. - Multnomah School Library.

MULTNOMAH STEERING COMMITTEE AGENDA.

1. WELCOME, PURPOSE, INTRODUCTIONS. **BEEMAN → DODDS**
2. BACKGROUND. **PACKARD → CONSULTANT TEAM — VOSMEK**  
**OBJECTIVES — STOCK**
3. ORIENTATION AND SUMMARY OF USES. **BRAINARD**
4. QUESTIONS, SUGGESTIONS, COMMENTS. **PUBLIC**

Steering Committee Members.

-Louise Boyer	Multnomah Business Community
-Vicki Haney	Multnomah Save Our Schools Committee
Alternates:	
Mary Becker	
Lucia Barnett	
-Ed Siebert	S.W. Senior Task Force
Alternate:	
Bernice Dodds	
-Claudine Stock	Multnomah PTA
Alternates:	
Kristen Tooley	
B.J. Aitchison	
-Dell Taylor	S.W. Neighborhood Organizations
Alternate:	
Lois Grant	
-Marlene Bayless	Portland Public Schools
-Erma Hepburn	Bureau of Human Resources
Alternate:	
Bob Holdridge	
-Bob Packard	Park Bureau
Alternates:	
John Sewall	
Rich Gunderson	
-Al Staley	Facilities Management
Alternate:	
Mark Urdahl	
-Charlotte Beeman	Mayor's Office

Consulting Team

-Chuck Gordon	Boutwell, Gordon, Beard & Grimes
-John Vosmek	Architect/Planners
-Dick Brainard	1100 S.W. 6th
-Beth Cowman	

#####

NEXT PUBLIC MEETING - August 1st, 7:30 p.m.-Multnomah School

## Presentation - 1st. public mtg. - July 11, 1979

- 1) • Locate Multnomah School in its neighborhood context  
will be evaluating demographic info. to document need for activities & uses. To this degree a number of groups have provided their basis for <sup>interest</sup> and desire.
- 2) • A Preliminary list of use-activity needs ~~have~~ has been identified for utilization of the building and grounds.  
• These ~~needs~~ identified needs include;

(list)  
↓

• Later this evening, we would like to have your ideas as to other needs which have not been identified in our preliminary list which might logically be located in the facility. That is why there are unused numbers at the bottom.

- 3) • In addition, a large number of potential users have indicated an interest in being located in the facility. ~~We~~  
• We have interviewed all those ~~users~~ groups and agencies listed on the Preliminary list of potential users ~~to identify them~~, and to some extent, <sup>will help to identify the</sup> ~~they indicate~~ a need for use-activities ~~that listed~~ from the other list. It also gives us some idea as to the amount of space needed to provide the <sup>various activity</sup> programs.

(note Tri Met & HAP Comments)

MULTNOMAH SCHOOL JOINT USE STUDY  
PRELIMINARY LIST OF USE-ACTIVITY NEEDS

1. Library Program - *can include maintaining existing school libr books plus a small loan program from Mult. Co. Lib.*
2. Neighborhood History Program - *may involve display cabinets in the hall or a separate space for history activities.*
3. Child Care Programs
  - a. Preschool - *for ages 2 to 5*
  - b. Before School - *from 7 AM until school begins*
  - c. After School - *up until 6 PM (or later)*
  - d. Full Day Care - *including summer vacation care*
  - e. Latch Key - *for lower income families*
4. Cultural-Recreational Use
  - a. Arts and Crafts Program
  - b. Dance Theater Program
  - c. Outdoor Park and Playground Use
  - d. Indoor Sports Programs - *volleyball, basketball, exercise*
5. Youth Service Program
6. Senior Citizens Programs - *possibly a senior center and hot meals program*
7. Retarded Citizens Programs
8. Neighborhood Associations and Information Program
9. General Meeting Space for a Variety of Groups - *evening outgs boy scouts polling place etc.*
10. Vending Machine - Snack Area
11. Coordinated Bus-Stop and Shelter
12. Housing Programs
- 13.
- 14.
- 15.
- 16.

112 attending  
~~108~~  
~~106~~ (incl. 9 comm & conslt) + 2 press

## Additions Suggested

\* ~~Evening~~ ~~Classes for Adult Education~~  
Daytime &

\* ✓ Children's Repertory Dance Company  
Christina & Barbara Sheahan  
246-1605

\* ✓ ~~Bilingual~~ Portland French-American Preschool  
Jean-Claude Paris 245-1533 (evenings)  
3 to 5 year olds preschool teaching French  
Non-profit; will be starting in 9/79  
Interested in using (renting) one  
classroom.

\* ✓ Indoor ~~Park~~ Playground  
Birth to 4 age group  
(see sheet provided)

call for  
interview

\* ✓ Drama Theater program

\* ✓ Folk & Square dancing program

\* ✓ Infant Child Care program

\* ✓ Daytime & Evening Classes for Adult Education



✓ \* Hung Y. Chow  
3111 SW California  
246-1196 665-2146 Mary Beth  
Martial Arts Class

✓ \* Call Marilyn Lewis ~~Fruta~~  
then AM re. other  
day child care names & phone  
numbers.

✓ E.g. Nelson  
West Hills Post American Legion  
244-1011

wants use of portable <sup>later</sup>  
either at extg. location or to buy & move  
to another location



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Architecture/Planning/Interiors

11 July 1979

MULTNOMAH SCHOOL JOINT-USE STUDY  
COMMITTEE MEETING

Multnomah School Library - 10:00 a.m.

AGENDA

- ✓1. Data Base.
- ✓2. List of Potential Users.
- ✓3. Publicity.
- 4. Evening Meeting Agenda.
- 5. Building "Walk-Through".

MULTNOMAH SCHOOL JOINT USE STUDY  
PRELIMINARY LIST OF POTENTIAL USERS

Library Use

- 1. Portland Public Schools Children's Library - maintaining the existing books and furniture used by the elementary school.
- 2. Multnomah County Public Library book loan program.
- ~~3. Multnomah County Public Library Bookmobile program.~~
- ~~3/4~~ 4. Historical Room and Neighborhood History ~~Project.~~ *Program*

Pre-School Child Care Use

- 1. Hillsdale *(Cooperative Pre-School)*
- ~~2. Neighborhood House, Inc., Pre-School~~
- ~~3. Park Bureau Pre-School~~

School Age Child Care Use

- 1. *Southwest Parent-Child Collective*  
~~Child Care Coop (Mrs. Louis Rudine)~~
- 2. *Multnomah Children's Care Association, Inc.*  
~~After-School Child Care (Mrs. Marilyn Lewis)~~
- 3. *YMCA Latch-Key Day Care Program*  
~~Latch Key - Neighborhood House, Inc., Child Care Program~~

Education Use

- 1. Portland Public Schools Neighborhood Kindergarden
- 2. West Hills Montessori School *(for ages 3 to 5)*
- 3. Montessori Education Center of Oregon *(adult education)*
- 4. Hillel Academy *(Jewish elementary education)*

Recreation Use ~~(Park Bureau)~~

- 1. Multnomah Art Center *(Park Bureau)*
- ~~2. Dance Program~~ *Civic Contemporary Dance Theater (Park Bureau)*
- ~~3. Theater Workshop~~
- ~~4. Little Loom House~~

Recreation Use (Park Bureau) - Continued

- ~~3.5.~~ Outdoor Park and Playground (*Park Bureau*)
- ~~6. Indoor Children's Sports~~
- ~~4.7.~~ Indoor Adult Sports (*private group use - volleyball & basketball*)
- ~~8. Theater Workshop~~

Social Use

- 1. S. W. Youth Service Center
- 2. S. W. Senior Citizen Center
- 3. Loaves and Fishes Program
- ~~4. Multnomah Association for Retarded Citizens~~  
General Community Use
- 1. S. W. Neighborhood Information, Inc.
- 2. Neighborhoods Against Crime Program
- 3. Meeting space for a variety of groups
- 4. Tri-Met ~~Coordinated~~ Bus Stop & Shelter
- ~~5. Vending Machine - Snack Area~~

Housing Use

- 1. Senior Citizen Housing
- 2. Low-Income Family Housing

*Preliminary 6/26/79*  
~~6/26/79~~  
*Revised 7/10/79*

MULTNOMAH SCHOOL JOINT USE STUDY  
PRELIMINARY LIST OF POTENTIAL USERS

Library Use

- X 1. Portland Public Schools Children's Library - maintaining the existing books and furniture used by the elementary school. *see Mary Barker re. operation*
- X 2. Multnomah County Public Library book loan program. *see Marlene re. PPS policy*
- X 3. Multnomah County Public Library Bookmobile program. 223-7201, ext. 78
- X 4. Historical Room and Neighborhood History Project. *see Mary Barker*

Pre-School Child Care Use

- X 1. Hillsdale Cooperative Pre-School
  - X 2. Neighborhood House, Inc., Pre-School
  - ~~3. Park Bureau Pre-School~~ *now such?*
  - same group* → X 4. ~~The Coop Pre-School (now at Neigh. House)~~ & Michelle Roland 227-5921
- School Age Child Care Use
- S.W. Parent-Collective* → X 1. ~~Child Care Coop~~ (Mrs. Louis Rudine) 233-4140
  - X 2. After-School Child Care (Mrs. Marilyn Lewis)
  - X 3. Latch Key - Neighborhood House, Inc., Child Care Program
  - X 4. YMCA Latch Key Program

Education Use

- ~~Eladote~~ X 1. Portland Public Schools Neighborhood Kindergarden *are there enough kids in the area?*  
*talk w/ Blanchard Ray Odell*
- X 2. West Hills Montessori School - Mrs. Hickox, 244-2579
- X 3. Montessori Education Center of Oregon
- X 4. Hillel Academy - David Darr 223-0155

Recreation Use (Park Bureau) - see Bob Packard & Bill Owens

- ✓ 1. Multnomah Art Center
- 2. Dance Program
- 3. Theater Workshop (now at Mt. Tabor Annex) (may need performing space at various times.)
- 4. Little Loom House (now at St. Johns) (has an off-shoot in MAC which will ~~move~~ stay with it)

Recreation Use (Park Bureau) - Continued

5. Outdoor Park and Playground

6. Indoor Children's Sports

7. Indoor Adult Sports

X 9. Private group <sup>recreation</sup> Use  
• Volleyball  
• Basketball  
• Softball

~~8. Theater Workshop~~

8. (Handicapped & Retarded) Special Recreation Program  
Social Use

X 1. S. W. Youth Service Center - <sup>Alan Cahn</sup>

X 2. S. W. Senior Citizen Center -

4. Multnomah Assn. for Retarded Citizens

X 3. Loaves and Fishes Program

Naigh. House, Inc.; & Bob Holdridge, HRB

X General Community Use

X 1. S. W. Neighborhood Information, Inc.

X 2. Neighborhoods Against Crime Program

X 3. Meeting space for a variety of groups

X 4. Tri-Met Coordinated Bus Stop & shelter - Paul Bay, Tri-Met

X 5. Vending machines - snack bar area

Housing Use

- Lyndon Musolf

X 1. Senior Citizen Housing

X 2. Low-Income Family Housing





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1220 S. W. FIFTH AVE.  
PORTLAND, OR. 97204  
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## MULTNOMAH SCHOOL FACILITY STEERING COMMITTEE

### MEETING SUMMARY

DATE: Wed. June 27th, 1979 - 10:00 A.M.  
Multnomah School

### ATTENDANCE:

Members: Marlene Bayless, Louise Boyer, Bob Packard,  
Al Staley, Charlotte Beeman

Alternates: Mary Becker, Bernice Dodds, Lois Grant,  
Kristen Tooley

Consultants: Dick Brainard, John Vosmek

Guest: Becki Werhli

1. Schedule - Marlene Bayless made arrangements for us to use Multnomah School Library to meet on the following Wednesdays at 10:00 A.M.: June 27th, July 11th, July 25th, August 8th, August 22nd, and September 5th.

Marlene agreed to reserve the Library for the following dates for public meetings, dates of which were agreed upon as follows:

- July 11th - To summarize project objectives, describe potential users, their space needs and possible funding source
- Aug. 1 st General suggested possibilities for use - abstract ideas about how they could fit together.
- Aug. 15th Present alternative suggested plans and try to reach consensus on which plan to pursue in detail.
- Aug. 29th Present more refinement of what we hope will be a final plan for presentation to Council - more definitive uses and general costs.
- Sept. 12th Presentation to Council.

2. Publicity - John, Dick and Charlotte agreed to prepare flyer, poster and press release.

Bernice said the Seniors could place the posters in store windows. Al and Charlotte will get the flyers mailed out and printed. Each member agreed to publicize our meetings with their groups.

Becky & Bernice in the Neighborhood House Newsletter  
Louise with the Merchant's Association  
Becky in the Terwilliger News

We discuss possibilities for getting an announcement on public affairs broadcasts.

3. Reviewed Revised Objectives which were distributed.

4. Reviewed list of users Dick had prepared and added programs for handicapped, Multnomah Retarded Association, and vending machines. Discussed the need to deal with parking considerations.

NEXT MEETING: July 11, 10:30 A.M. Multnomah School Library

CB:mp

**Boutwell, Gordon, Beard and Grimes** 1100 Southwest Sixth Avenue Portland, Oregon 97204 (503) 224-9656

Architecture/Planning/Interiors

27 June 1979

MULTNOMAH SCHOOL JOINT-USE STUDY  
STUDY COMMITTEE MEETING

Multnomah School Library 10:00 a.m.

AGENDA

- ✓ 1. Schedule
- ✓ 2. Publicity
- ✓ 3. Review project objectives
- ✓ 4. Discuss potential users
- ✓ 5. Review progress-to-date

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Architecture/Planning/Interiors

MULTNOMAH SCHOOL/JOINT-USE SCHOOL  
PROPOSED MEETING SCHEDULE

Study Committee Meetings

June 20-BGBG Conference Room - 11:00 a.m.

June 27-MULT. SCHOOL LIBRARY - 10:00 a.m.

July ~~11~~<sup>16</sup>-MULT. SCHOOL LIBRARY - 10:00 a.m.

July ~~24~~<sup>25</sup>-MULT. SCHOOL LIBRARY - 10:00 a.m.

August ~~7~~<sup>8</sup>-MULT. SCHOOL LIBRARY - 10:00 a.m.

August ~~21~~<sup>22</sup>-MULT. SCHOOL LIBRARY - 10:00 a.m.

Sept. ~~4~~<sup>5</sup>-MULT. SCHOOL LIBRARY - 10:00 a.m.

Week of Sept. 10-CITY COUNCIL CHAMBER-  
(Presentation to City  
Council exact date and  
time to be announced-  
Public Invited)

Public Meetings

July 11-MULT. SCHOOL LIBRARY - 7:30 p.m.  
*P4-Potential Users & Characteristics*

August 1-MULT. SCHOOL LIBRARY - 7:30 p.m.  
(in combination with S.W.  
Neighborhood Association)  
*C5-Alternative Scenarios*

August 15-MULT. SCHOOL LIBRARY - 7:30 p.m.

August 29-MULT. SCHOOL LIBRARY - 7:30 p.m.  
~~Subject to change~~

## MULTNOMAH SCHOOL JOINT-USE STUDY

### GOAL:

Working with citizens in the Multnomah community and southwest area, local service groups, and city agencies; develop an optimum community joint-use program for the Multnomah School building and grounds so as to assure the facility's reuse as soon as possible.

### OBJECTIVES:

1. Bring together a number of compatible activities into one easily accessible community service center.
2. Provide a variety of services that meets the needs of the whole family and all age groups.
3. Provide for shared use of space to obtain maximum utilization of the facility and to deliver community services more efficiently thereby avoiding duplication, and at less cost.
4. Give priority consideration to activities requested by the local community and southwest area and to those activities which maintain the facility as an important focus for the community.
5. Give priority consideration to public and non-profit uses, and avoid competing public versus private uses.
6. Develop a lease or ownership agreement between the School District and City for community use of the facility. Include a provision for potential future reuse as a school.
7. Develop a financing program for operation and maintenance of the facility.
8. Involve the community in the decision making process.

RDB-126  
June 27, 1979

Memo to File  
Multnomah School  
June 22, 1979

- Met with Charlotte Beeman. She provided me with additional letters from people requesting use of the school. She also provided a partial list of potential users, and a list of people who are interested in the study. Her ~~three~~ concerns are 1) getting moving on the study, 2) getting the word out (publicity), and 3) scheduling public ~~workshop~~ meetings far enough in advance.
- Met with Tom Benjamin, City Grants Coordinator. He said ~~the~~ City has money re. Bob Holderidge's agency which needs to be encumbered soon to be of use. He will make himself available later in the study to help identify funding sources.
- Charlotte noted that Blanchard feels there is possibility of the school district's neighborhood kindergarden being located at Multnomah School if we decide it is a compatible use. Should talk first to Blanchard ~~and~~ before anyone else.



MULTNOMAH FACILITY STEERING COMMITTEE

Meeting Summary

June 20, 1979 - 11:00

Office of Boutwell, Gordon, Beard  
and Grimes.

Attendance:

Members: Marlene Bayless, Charlotte Beeman, Bob Packard, Al Staley,  
Claudine Stock, Dell Taylor

Alternates: Mary Becker, Bernice Dodds, Bob Holdridge,

Consultants: Dick Brainard, Beth Cowman, Chuck Gordon, John Vosmek.

- 1.) Distributed list of Task Force Members; Scope of Services for Multnomah School Joint use planning study; goals and objectives for planning study.
- 2.) Discussed steering committee and its purposes. Ten members were appointed by the City's Bureau of Facilities Management with alternates appointed to fill in during vacations or conflicts of regular members. The Steering Committee will work closely with the consultants - provide guidance, advice and direction for developing the plan for the Multnomah Facility. The committee will be involved in making decisions about establishing goals and process and times, dates and publicity for public meetings. This group with the consultants will take the final plan to City Council.
- 3.) Scope of services for the planning study was reviewed.
- 4.) Goals and objectives were discussed and revised. Dick Brainard agreed to revise them from the discussion and make them available for the next meeting.

We tentatively agreed to meet every other week on Wednesdays at 10 a.m. with locations to be established.

- 5.) For the next meeting please bring any more ideas you have for publicizing our activities to the next meeting.

SW Senior Center Newsletter?  
ONA Newsletter  
SW Neighborhoods Newsletter  
One large mailing  
Corbett Terwilliger Newsletter  
Distribute flyers door-to-door  
Put posters in store windows, neighborhood offices, etc.

Architecture/Planning/Interiors

20 June 1979 - 11:00 @ BGBG

MULTNOMAH SCHOOL/JOINT USE STUDY  
STUDY COMMITTEE MEETING

AGENDA

1. Introductions - Charlotte
2. Committee organization - Charlotte
3. Process - John
4. Goals and objectives - Dick
5. Time schedule - John
6. Publicity -
7. Next mtg. - 10 AM, Wed., June 27 @ Mult. School.
  - ✓ \* prepare shopping list of potential users
  - ✓ \* revise objectives list - talk w/ Vosmek
  - ✓ \* call John Vosmek re. coordination
  - ✓ \* meet w/ Charlotte @ 1:30 Friday

## MULTNOMAH SCHOOL JOINT-USE STUDY

### GOAL:

Working with citizens in the Multnomah community and southwest area, local service groups, and city agencies; develop an optimum community joint-use program for the Multnomah School building and grounds so as to assure the facility's reuse as soon as possible.

### POLICIES:

### OBJECTIVES:

- obj. non-profit 1. Bring together a number of ~~related and~~ compatible public and non-profit activities into one easily accessible community service center.
- obj. 2. Provide a variety of services that meets the needs of the whole family and all age groups.
- obj. 3. Provide for shared use of space to obtain maximum utilization of the facility.
- policy 4. Give priority consideration to activities requested by the local community and to those activities which maintain the facility as an important focus for the community. *and southwest area*
- give priority to non-profit \* non-political policy* 5. Avoid competing schools uses--i.e., conflict of use of public funded facilities to house privately financed education. (Refer to PPS policy).
- obj. 6. Recycle and preserve an important community resource, and avoid the presence of an idle public facility in the community.
- policy 7. *Develop a lease or ownership agreement between the S.D. & city.* ~~Retain the buildings and grounds in public school ownership with a lease arrangement to the city for community use. Provide a provision for potential future reuse as a school.~~ *of the facility.*
- policy 8. Develop a method ~~for sharing~~ of operating <sup>ion</sup> and maintenance costs of the facility. ~~by all users.~~
- obj. 9. *much* Deliver community services more efficiently avoiding duplication, and at less cost. *where possible*
- obj. 10. ~~Involve the community in the decision making process, thus making services and activities more responsive to the needs and desires of the community.~~
9. ~~the needs and desires of the community.~~

RDB-12627  
June 18, 1979

~~Don't forget~~

# MULTNOMAH FACILITY STEERING COMMITTEE

Louise Boyer Alternate:	244-7626	Mult. Business Community
Viki Haney Alternates: ✓ Mary Becker Lucia Barnett	246-8131 244-5667	Mult. Save Our Schools Com.
Ed Siebert Alternate: ✓ Bernice Dodds	244-5971 244-3410	S.W. Senior Task Force
✓ Claudine Stock Alternates: Kristen Tooley B.J. Aitchison	246-8035 244-9031	Multnomah PTA
✓ Dell Taylor Alternate:	246-0924	S.W. Neighborhood Organizations
✓ Marlene Bayless	234-3392	Portland Public Schools
Erma Hepburn ✓ Alternate: <i>Bob Holdridge</i>	248-4356	Bureau of Human Resources
✓ Bob Packard Alternates: John Sewall Rich Gunderson	224-3860 248-4324 "	Park Bureau
✓ Al Staley Alternate: Mark Urdahl	248-4380	Facilities Management
✓ Charlotte Beeman <i>(Chairperson)</i>	248-4156	Mayor's Office
✓ Chuck Gordon ✓ John Vosmek ✓ Dick Brainard ✓ <i>Beth Cowman</i>	224-9656 " 245-5310	Boutwell, Gordon, Beard & Grimes Architect/Planners 1100 S.W. 6th  <i>BGBG</i>

Memo to File

J.N.126 - Multnomah School Study

June 7, 1979

4:00 Meeting at BGBG

- C. Beeman, A. Staley, B. Packard, J. Vosmek, C. Gordon, RDB.
- Study Committee Representation
  - 5 citizens - senior :
    - business : Louise Boyer
    - parent : Vickie Haynie
    - parent :
    - neighborhood assn: Dell Taylor
  - 5 city staff - Al Staley
    - Charlotte Beeman
    - Parks
    - Human Resources
    - PPS - Marlene Bayless
- Time Schedule - Charlotte will schedule City Council presentation for Wed, Sept. 12.
- Study Committee will be our decision making body.
- RDB is to draft a list of goals for committee to discuss at first Study Committee meeting.
- Al Staley will try to get committee appointed next week and will schedule first meeting.



- A method of mailing public meeting schedules is needed.
- PPS policy is to not let private schools use their buildings as they become competitors by using facilities paid for by the public.
- \* I need to arrange to sit down individually with:
  - Charlotte
  - Al (he has much info. & letters from people re. use of facilities)
  - Bob (will be at WZGF)
  - Mike Kytz - Tri Met
  - Lydon Musolf - HAP

Memo to File

J.N. 126 - Multnomah School Reuse Study

June 7, 1979

Talked with Bill Meyers, PPS Area I Liaison. He feels the Area I CAC does not need to be involved in the decision making process for reuse. He will get a list of members to us if we want it. He will mail the Multnomah CAC list of specific uses to us today.