



# Eastern Oregon Trade and Event Center

## Draft Initial Planning Report January 12, 2012

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## 1. Executive Summary

The purpose of this report is to provide the EOTEC Steering Committee with information helpful to their initial planning and decision-making process. The report focuses on the following issues; buyer's due diligence on the proposed location, issues relating to vehicular access and utilities, preliminary design, estimated cost and the anticipated schedule. The scope of this report does not include financial forecasts, feasibility analysis or business plan.

### **Property Issues:**

While there are important matters to resolve relating to FAA height restrictions, wetland mitigation and water rights, it is believed these issues are manageable and will not preclude siting the EOTEC at the proposed location.

### **Utilities:**

All utility providers have developed preliminary plans to provide services to the EOTEC at its proposed location. Their anticipated costs, where applicable, have been included in the estimate.

### **Vehicle Access:**

Currently all planned vehicular access to the site is via Ott Road. Minor improvements to the intersection of Hwy 395 and Airport Road are anticipated. It would be beneficial to explore the feasibility of providing an additional access road from the site to south, providing a direct connection to Airport way. This additional access would greatly reduce congestion and wear on Ott Road while improving public safety and access for emergency services.

### **Preliminary Design:**

Preliminary programming notes and schematic design plans are included in this report. They provide the basis for the cost estimate. These notes and plans are the outcome of several meetings with the Steering Committee. Significant additional input from the Steering Committee and user groups will be required as the project moves forward. It is anticipated the design will continue to evolve as the input is incorporated.

### **Initial Project Estimate:**

The current project estimate for all desired improvements is \$31,521,724. A separate estimate is attached that attempts to identify only the facilities essential for Fair and Rodeo activities. That estimate totals \$22,501,325. No credit for the value of possible in-kind or donated materials or services is included in the estimate.

### **Schedule:**

It is understood the goal of the Steering Committee is to complete the project in time to hold the 2014 Umatilla County Fair and Farm City Pro Rodeo at the new facility. In order to achieve this milestone a commitment to start full design work must be made by the fall of 2012 and construction activities must start in the spring of 2013.

## 2. Property Issues

### A. Title Report – Easements & Restrictions:

The Preliminary Title Report dated September 9, 2011 indicates two existing easements on the property. One easement dating back to 1909 is with Northern Pacific Railroad for rights to coal and iron. The other is with Umatilla Electric Cooperative for transmission lines. Legal counsel reviewed the title report and confirmed these easements will have no material effect on the construction or operation of the proposed facility.

### B. Phase One Environmental Report:

A Phase One Environmental Report has not yet been produced.

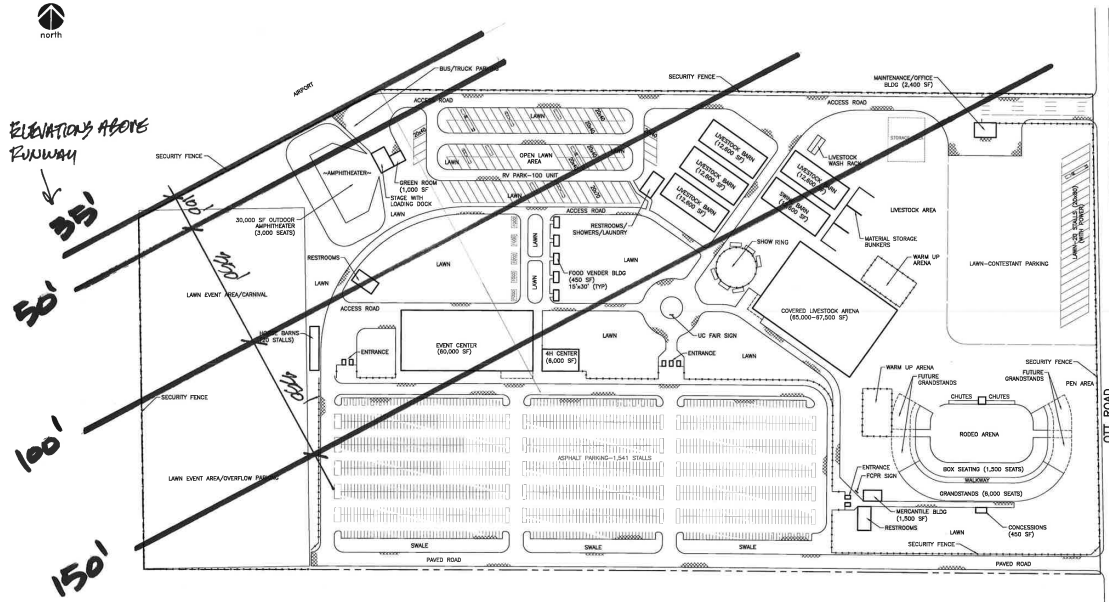
### C. FAA Airport Restrictions:

Because the property is directly adjacent to the Hermiston Airport, certain Federal Aviation Administration (FAA) restrictions apply. The FAA has not yet provided direction on the full extent of the restrictions however it is understood they will be primarily focused two issues; perimeter security and the height of temporary and permanent structures.

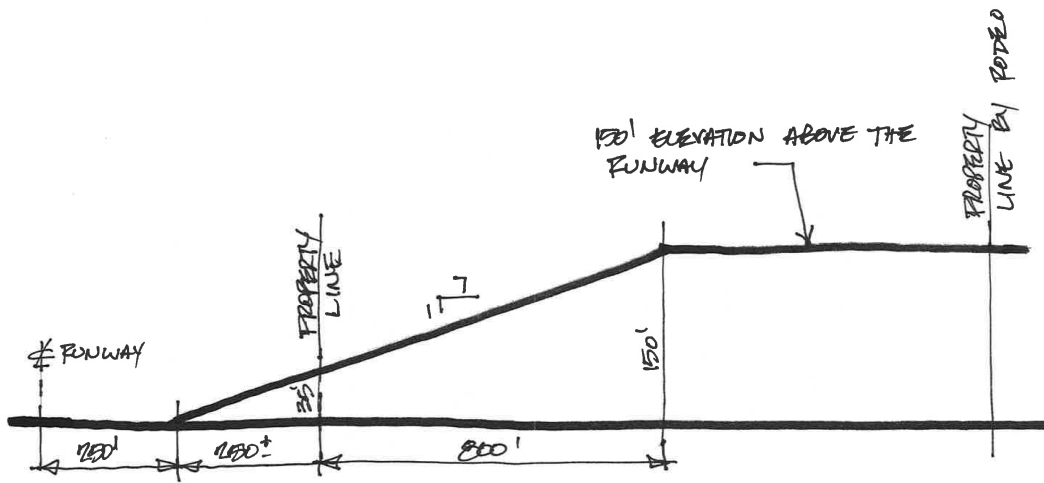
Recent discussions with FAA staff indicate the following:

1. Concerns about airport security can likely be resolved by the construction of a permanent fence between the EOTEC site and airport property. The cost of a six foot chain-link fence is included in the estimate.
2. The height of all temporary and permanent structures within the EOTEC facility will be required to be below a line starting 250 feet from the runway centerline and extending upward at a slope of 7 horizontal to 1 vertical. The maximum allowable height for any structure within the site is 150 feet. The area most impacted is at the northwest corner of the site, where the carnival is currently planned. This area will have a height restriction from approximately 35 feet at the northwest boundary sloping up to approximately 100 feet. If these restrictions are unworkable, the carnival could be moved to another location where the height restriction would have less impact.
3. The FAA will require review and approval of the intended improvements. There may also be requirements for annual approval of certain temporary structures.

### FAA Height Restrictions

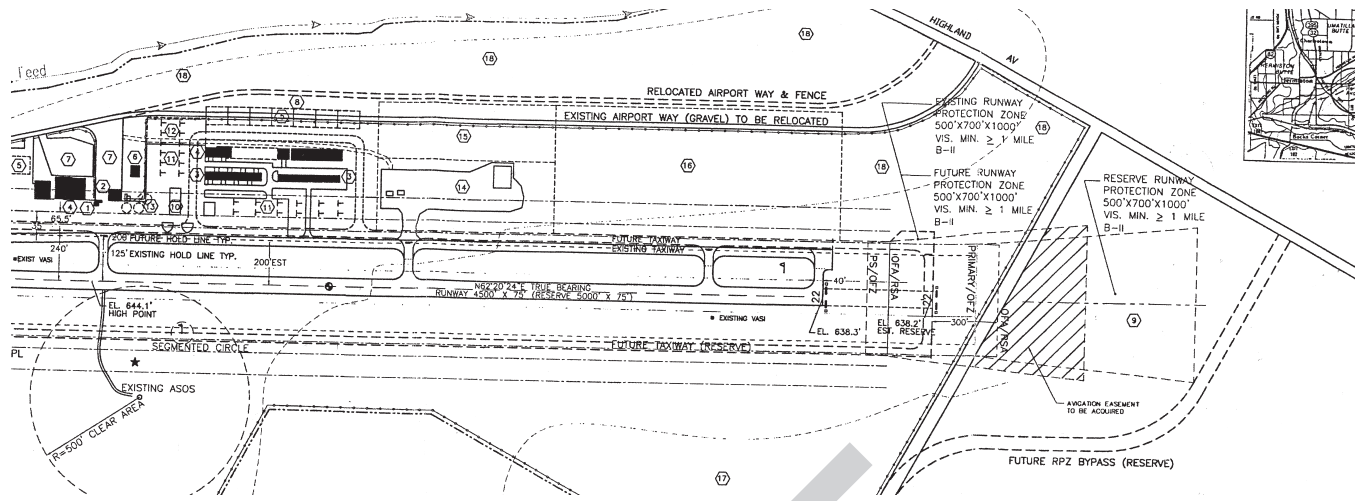


Plan View



Section View

The EOTEC Steering Committee has voiced a concern that the new facility be constructed in a manner that does not unreasonably restrict future planned improvements to the airport. The Committee expressed interest in supporting airport development that would provide a taxiway and tie-down area to the south side of the runway.



**D. Wetlands Mitigation:**

A small wetland area exists near the center of the property. The City has contracted with Schott & Associates to provide a wetland delineation and fill permit. The wetland will have no impact on the project once the fill permit is obtained.



**E. Water Rights:**

Members of the EOTEC Steering committee are working on multiple options to provide irrigation water rights for the site. They have indicated full confidence that a solution will be obtained within the next six months. The preferred option is to obtain adequate water rights from the Stanfield Irrigation District to access water from their main line adjacent to the property. The other option will be to drill a well on the EOTEC site. The cost for a well is not included in the current estimate.

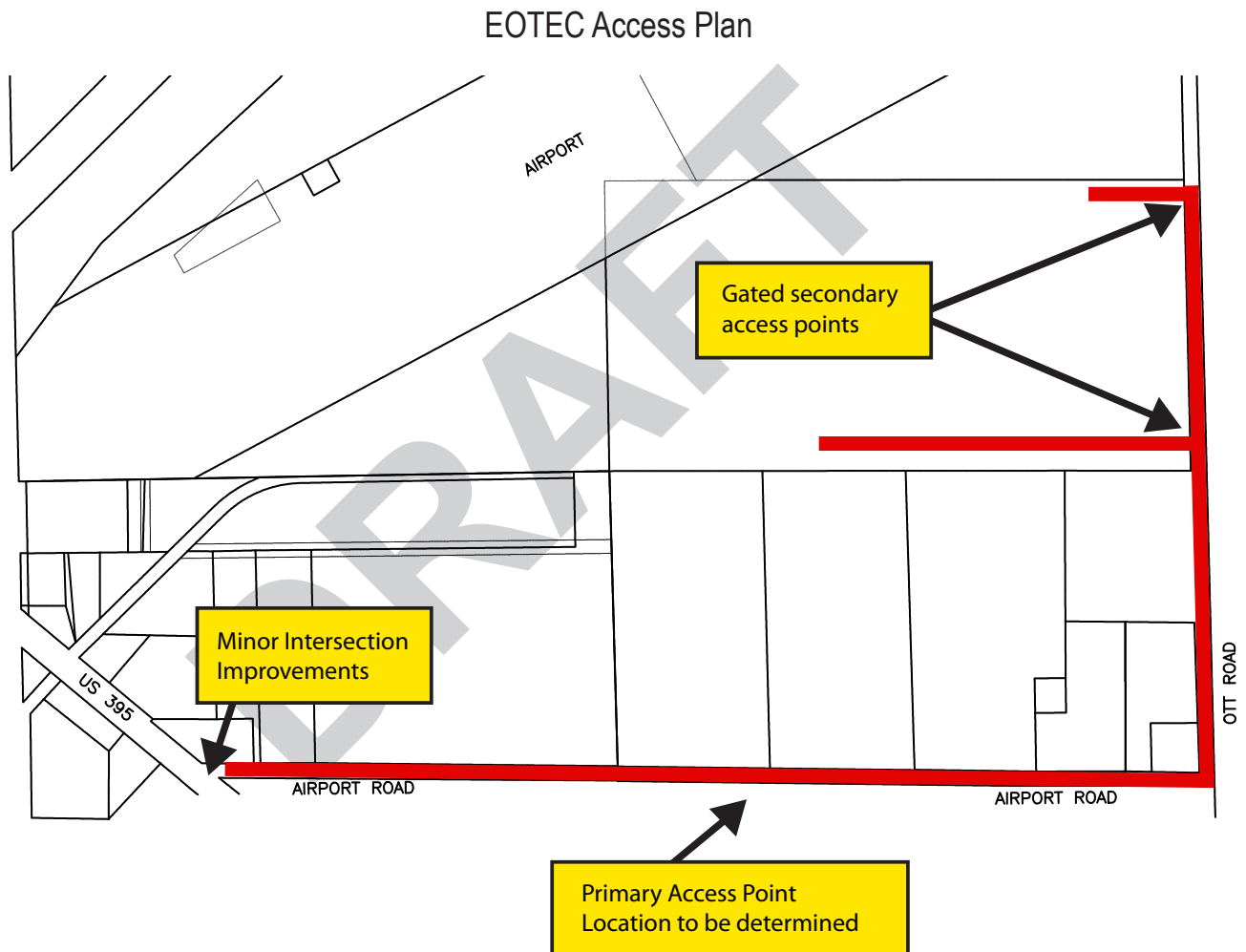
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### 3. Utilities & Access

#### A. Vehicular Access:

The natural flow of traffic to the site will be both northbound and southbound on Highway 395. In order to best accommodate the existing traffic pattern and keep facility users to paved roads, EOTEC facilities will pursue an access to Airport Road as the primary customer entrance. The location of this access point will need to be determined once a decision is made to pursue construction and site engineering commences. Ott Road should be reserved for secondary access only.

1. ODOT / Highway 395 Access – Discussion with ODOT indicate they prefer the main access from Highway 395 be via Airport Road. The required improvements to the existing Airport Way intersection are anticipated to be minor. Costs for an added right-turn lane on Airport Way have been included in the estimate.



2. Ott Road Access - Current plans are to provide secondary, gated access to the site via two points on Ott Road. One point is at the northeast corner of the site, primary for the RV Park, livestock area and service vehicles. The other is at the southeast corner and is a secondary public access point.
3. Additional Access – It would be beneficial to explore the feasibility of providing an additional access road from the site to south, providing a direct connection to Airport Road. This additional access would greatly reduce congestion and wear on Ott Road while improving public safety and access for emergency services.

**B. Utilities:**

1. Umatilla Electric Coop (Power) – UEC staff and leadership indicate their strong support for the project and have completed a preliminary design and estimate for the required electrical service.
2. Eastern Oregon Telecom (Phone & Data) - EOT staff and leadership has indicate their strong support for the project and have completed a preliminary design and estimate for the required phone and data service.
3. Cascade Natural Gas (Natural Gas) – Local staff of Cascade Natural Gas have reviewed the preliminary plans and indicate the site can be served from an existing gas main along Airport Way. They indicate the anticipated gas loads will be at a level where there will be no charge to extend service to the property.
4. City of Hermiston (Water & Sewer) – The City has committed to extend water and sewer to the western property line. The elevations of the sewer extension work out such that a pump station will be required. The cost for the pump station is included in the estimate.

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## 4. Programing & Schematic Design

### A. Design Program Notes & Assumptions

**Area Description:** Off Site Improvements

**Description of use:** To be used for extending utilities and roadways to the site.

**Area requirements:**

1. Reader board entry sign at HWY 395
2. Highway 395 and Airport Road intersection improvements

**Area system requirements:**

1. Extend public water system
2. Extend gravity sewer as close to site as possible
3. Pump sewer to sewer connection point off site
4. Extend power distribution system to site
5. Extend fiber to site
6. Extend fiber to reader board by 395
7. Extend natural gas from Airport Road to site

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<b>Area Description:</b>	<b>Site Improvements</b>
<b>Description of use:</b>	To be used for placement of buildings, parking, utilities, roadways, walking paths, and lawn areas.
<b>Area requirements:</b>	<ol style="list-style-type: none"><li>1. Three entrance gateways with separate ticketing to fair, concert area &amp; rodeo</li><li>2. Lawn and trees some small shrubs in landscaped areas</li><li>3. Irrigation system (not in lawn event area)</li><li>4. Security lighting</li><li>5. Paved access roadways</li><li>6. Paved walkways between buildings</li><li>7. Pathway lighting</li><li>8. Perimeter 6' fence</li><li>9. Area separation with fixed and movable panel fencing</li><li>10. Paved parking lot with 1500 stalls</li><li>11. Parking lot lighting</li><li>12. Public announcement system (PA)</li><li>13. Lighting controls for site lighting</li></ol>
<b>Area system requirements:</b>	<ol style="list-style-type: none"><li>1. Water and fire water system</li><li>2. Sewer system with pumping station</li><li>3. Power distribution with separate meters to each building</li><li>4. Storm drainage swales</li><li>5. Fiber between buildings and to reader board</li><li>6. Wireless internet access</li></ol>

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**Area Description: Entries, Security & Signage**

**Description of use:** To be used to provide directional signage, entry portals with ticketing booths and perimeter security fencing

- Area requirement:**
1. Perimeter security fencing and gates.
  2. Internal zone separation fencing.
  3. Public address system
  4. Site security lighting
  5. Way-finding signage
  6. Entry portals with ticket booths

**Area system requirements:**

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**Building Description: Rodeo Arena**

**Description of use:** To be used for outdoor spectator events such as rodeo, equestrian, motocross, monster truck, concerts, and livestock shows.

- Building requirements:**
1. Arena the same size and configuration as existing facility.
  2. Seating for 7,500 but expandable to 10,000. No covered seating.
  3. Box seats for 1,500 on concrete slab similar to existing facility.
  4. Gold Buckle Catch Pen area (refreshments and hors d'oeuers)
  5. Permanent concessions (commercial set up)
  6. Chute 8 area (beer Garden, dance, music)
  7. Mercantile building (sales)
  8. Flag pole
  9. Entrance signage
  10. Small restroom with showers by chutes for contestants and event staff
  11. Import soils to supplement arena soils
  12. Provide cantilever platform above chutes for announcer
  13. Score and reader board
  14. Platform over chutes for club level seating
  15. Grass vendor area (160x560 minimum)

**Building system requirements:**

1. Power (for equipment and receptacles)
2. Lighting (fluorescent)
3. Lighting in pen area
4. Event lighting to meet TV requirements
5. Data (Voice over IP)
6. Sound system for announcers (not for concerts)
7. Water and sewer for restrooms and concessions

**Building area requirements:**

1. Locate warm up arena outside near by
2. Access to restrooms for spectators and showers for contestants
3. Water truck fill point
4. Provide two spectator entrances
5. Lawn parking for participants and animal trailers
6. Provide 20 – 50 amp breakers for contestants in parking area
7. Utilize existing livestock pens and chutes. Provide additional pens so rough stock can stay at rodeo site.

**Building Description: Covered Arena**

**Description of use:** To be used for indoor spectator events such as rodeo, equestrian events, motocross, monster truck, concerts, trade shows, livestock sales, livestock shows.

- Building requirements:**
1. 65,000 SF pre-engineered metal building
  2. Seating for 2,500 to 3,000 spectators
  3. Portable bleachers
  4. Area size 130' x 250'.
  5. Ability to import and stockpile different soils for events
  6. Concrete vendor area with power
  7. Office
  8. Restroom with showers
  9. Concessions

**Building system requirements:**

1. Power (for equipment and receptacles)
2. Lighting (fluorescent)
3. Fire alarm
4. Data (Voice over IP)
5. Sound system for announcers (not for concerts)
6. HVAC system – Heating only, no cooling. Provide robust exhaust ventilation
7. Fire sprinklers
8. Water and sewer for restrooms and concessions
9. Include a small manager's office/meeting area
10. Ample storage area
11. Card access door controls
12. Permanent arena fence with movable timed-event chutes. No rough stock chutes.

**Building area requirements:**

1. Locate (3) soil bins near by
2. Locate warm up arena outside near by
3. Locate animal waste bins and wash area down-wind and near barns
4. Bathrooms to include showers and be accessible from the outside as well as inside.
5. Provide several roll-up doors large enough for semi-truck access.

**Building Description: Event Center**

**Description of use:** To be used for indoor spectator events such as trade shows, conferences, concerts, banquets, fair vendors, ticketing, and main office.

- Building requirements:**
1. 60,000 SF pre-engineered metal building
  2. Operable dividing walls to break the large hall up into 3 smaller ones
  3. Smaller breakout rooms and conference rooms
  4. Commercial kitchen
  5. Food storage (dry, refrigerated, and freezer)
  6. Business and security office
  7. Ticket office that can be manned by business office staff
  8. Lots of furniture storage
  9. Large foyer and pre-event area
  10. Access controls (like a motel with card keys)

**Building system requirements:**

1. Power (for equipment and receptacles)
2. Lighting (fluorescent)
3. Fire alarm
4. Data (Voice over IP)
5. Wireless internet access
6. Sound system for announcers (not for concerts)
7. HVAC system (heating and cooling throughout)
8. Fire sprinklers
9. Water and sewer for restrooms and concessions
10. AV equipment for meetings and presentations
11. Include all required furnishing and equipment

**Building area requirements:**

1. Parking nearby
2. Access to fair grounds
3. Landscaping around building
4. Loading dock
5. Vehicle access to inside building

**Building Description:** 4-H Center

**Description of use:** To be used for indoor 4-H events such as displays, concerts, dances, vendor spaces, banquets, cooking demonstrations, and meetings.

**Building requirements:**

1. 6,000 SF pre-engineered metal building (similar to Grant Counties)
2. Restrooms
3. Residential type kitchens
4. Large open multipurpose area
5. Concrete floor in multipurpose area
6. Vinyl flooring in kitchen and restrooms
7. Storage for furniture
8. Janitors closet
9. Card access door controls

**Building system requirements:**

1. Power (for equipment and receptacles)
2. Lighting (fluorescent)
3. Fire alarm
4. Data (Voice over IP)
5. HVAC system (heating and cooling throughout)
6. Fire sprinklers
7. Water and sewer for restrooms and kitchens

**Building area requirements:**

1. Locate parking nearby
2. Landscaping around building
3. Paved walkway to the fair area

**Building Description:** Show and Sales Barn – (Future Item)

**Description of use:** To be used for indoor showing of animals and the sales of those animals

**Building requirements:**

1. 12,000 SF Pre-engineered metal building
2. Aluminum bleacher seating for 500
3. Dirt arena 50x100
4. Animal chutes and fencing
5. Concrete floor under bleachers and in office area
6. Sales office

**Building system requirements:**

1. Power (for equipment and receptacles)
2. Lighting (fluorescent)
3. Fire alarm
4. Data (Voice over IP)
5. Sound system for announcers (not for concerts)
6. Heating and ventilation only
7. Fire sprinklers

**Building area requirements:**

1. Locate near animal barns
2. Paved walkway to the fair area and livestock barns
3. Locate near restrooms

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**Building Description: Livestock Barns**

**Description of use:** To be used for indoor viewing of animals during the fair and for housing animals during non fair events.

- Building requirements:**
1. 250 stalls in five 70x180 (12,600) SF Pre-engineered metal building roofs
  2. Asphalt floor
  3. Portable animal chutes and fencing 10x10 or 12x12
  4. Swine barn will be non portable chutes
  5. Swine barn will have a concrete floor and its own wash rack

**Building system requirements:**

1. Power (for equipment and receptacles)
2. Lighting (fluorescent)
3. Water for animals
4. Misters for cooling

**Building area requirements:**

1. Paved walkway to the fair area and show and sales barn
2. Locate near restrooms and showers
3. Provide large and small livestock wash racks

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**Building Description:** Show Ring

**Description of use:** To be used for outdoor showing of animals

**Building requirements:**

1. Fixed 110' diameter ring
2. Portable 4 level bleacher seating
3. Arena to be lawn
4. Hand irrigate

**Building system requirements:**

1. Power (for equipment and receptacles)
2. Event lighting
3. Sound system for announcers (not for concerts)

**Building area requirements:**

1. Paved walkway to the livestock barn area and show and sales barn
2. Locate near restrooms and showers

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**Building Description:** Amphitheater

**Description of use:** To be used for outdoor concerts

**Building requirements:**

1. Elevated stage
2. 40'x60' Covered Stage
3. Lawn seating area for 3,000 spectators (30,000 SF)
4. Reserved seating area for 500 spectators (included in the 3,000)
5. Flag pole
6. Semi trailer loading dock
7. 1000 SF Green room for entertainers with restroom and shower
8. Ticketing area for reserved seating
9. Area for control board located within seating area with large conduit to stage

**Building system requirements:**

1. Power (for equipment and receptacles)
2. Minimal site lighting for house lights
3. Stage lighting and sound system will be provided by the individual acts or events
4. Data
5. HVAC for green room

**Building area requirements:**

1. Parking for performers buses and semi-trucks
2. Paved walkway to the fair area
3. Locate near public restrooms

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**Building Description: Food Vendor Buildings and Area**

**Description of use:** To be used for permanent food vendors during the fair and special events.

- Building requirements:**
1. Five 15'x30' (450 SF) Wood framed building
  2. Set up as commercial concession kitchens
  3. Concrete floor with vinyl flooring
  4. Storage for food in refrigerators and freezers
  5. Grills with hoods
  6. Hand wash sinks
  7. Three compartment sinks
  8. Prep counters
  9. Service counters
  10. Janitors closet

**Building system requirements:**

1. Power (for equipment and receptacles)
2. Lighting (fluorescent)
3. Fire alarm and chemical fire suppression system
4. Heating and ventilation system only
5. Water and sewer
6. Card access door controls

**Building area requirements:**

1. Paved walkway to the fair area
2. Provide seating area for eating
3. Provide (10) 100 amp electrical services for portable food vendors nearby

- Area Description:** **Lawn Event Area**
- Description of use:** To be used for equestrian lawn events and carnivals
- Area requirements:**
1. 8.5 to 10 acres of lawn area
  2. Provide (20) 10'x10' covered animal stalls
  3. Handset irrigation system (no automatic underground system)
  4. Minimal security lighting
  5. Paved walkways to fair and other events
- Area system requirements:**
1. Provide (6) yard hydrants for potable water for carnival
  2. Provide (6) 100 amp power services for carnival

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**Area Description:** RV Park

**Description of use:** To be used for overnight camping year around

**Area requirements:**

1. Provide capacity for 100 camping sites
2. Only one hook-up per stall
3. Grass stalls with paved roads between (no curbs)
4. Handset irrigation sprinklers
5. Minimal security lighting
6. Paved walkways to fair and other events
7. Full hook ups
8. Laundry room with coin operated machines
9. Restroom building with showers
10. Central lawn area like a court yard
11. Separate drive through sewer drop and water fill station

**Area system requirements:**

1. Provide yard hydrant at each unit
2. Provide sewer connection at each unit
3. Provide 50 amp power services at each unit

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**Building Description: Maintenance Shop / Office**

**Description of use:** To be used for maintenance staff, vehicle storage, equipment storage, work shop, fair participant check-in, RV check-in, and general storage

- Building requirements:**
1. 40'x60' (2,400 SF) pre-engineered metal building
  2. Restroom
  3. Lunch room with kitchenette
  4. Two work bays for vehicles and equipment
  5. Office
  6. Concrete floor
  7. Vinyl flooring in kitchens and restrooms
  8. Carpeted flooring in office
  9. Miscellaneous Storage

**Building system requirements:**

1. Power (for equipment and receptacles)
2. Lighting (fluorescent)
3. Fire alarm
4. Data (Voice over IP)
5. HVAC system for office, restroom, and lunch room
6. Heating and ventilation for work bays
7. Water and sewer for restroom, work bays, and kitchen

**Building area requirements:**

1. Locate parking nearby
2. Paved access to access roads

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**Building Description: Restrooms and Showers**

**Description of use:** To be used for public restrooms and shower facilities for multiple events.

- Building requirements:**
1. 36' x 65'-4" Masonry building
  2. Sealed concrete floor
  3. Three permanent restroom buildings
  4. One restroom building will include showers and laundry
  5. Provide more female stalls than required by code
  6. 50 cent showers coin activated

**Building system requirements:**

1. Power (for equipment and receptacles)
2. Lighting (fluorescent)
3. Fire alarm
4. Heating and ventilation system only
5. Water and sewer

**Building area requirements:**

1. Provide walkway paths to and from other events
2. Locate restrooms so that they can be used for multiple events

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Insert Covered arena here 11x17

Insert Event center here 11x17



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