

## MINUTES OF THE COUNCIL REGIONAL FACILITIES AND METRO OPERATIONS COMMITTEE

Thursday, February 15, 2001

Council Chamber

Members Present: Rex Burkholder (Chair), Carl Hosticka (Vice Chair), Rod Park

Members Absent: None

Also Present: Councilor David Bragdon

Chair Burkholder called the meeting to order at 10:03 AM.

### 1. Consideration of the Minutes of the January 25, 2001 Regional Facilities and Metro Operations Committee Meeting.

**Motion:** Councilor Park moved to approve the minutes of the January 25, 2001 Regional Facilities and Metro Operations Committee meeting without revision.

**Vote:** Councilors Burkholder, Hosticka and Park voted aye. The vote was 3 aye/0 nay/0 abstain, and the motion passed.

### 2. 2001 Committee Work Plan

**Motion:** Councilor Hosticka moved to approve the 2001 Committee Work Plan and forward to Council.

**Vote:** Councilors Hosticka, Park and Burkholder voted aye. The vote was 3 aye/0 nay/0 abstain, the motion passed.

**Chair Burkholder** reviewed the revised memo, *Committee Work Plan*. A copy is included in the public record. He said that the only changes were to ask facility directors making presentation to the committee to provide written copies of their testimony, and the addition of a review of support groups, e.g. the Oregon Zoo Foundation or Friends of PCPA. **Peggy Coats**, Council Analyst, noted that the MERC review was now divided into three segments. **Councilor Bragdon** asked if the facility or operations identity bullet under 1a) included signage. **Chair Burkholder** said that was the intent. He also hoped to involve employees in this effort with a series of brown bag lunches with Councilors and employees that would include outlying Metro facilities.

### 3. OCC Expansion Project Performance Evaluation

**Scott Moss**, Assistant Administrative Services (ASD) Director, spoke to the Oregon Convention Center (OCC) Expansion Project Performance Evaluation and asked for input from the committee. **Councilor Park** asked if the south doors would be available during move-in/move-out of trade shows at OCC during construction. **Jeff Blosser**, OCC Director, said that staff was doing its best to accommodate move-ins/outs with use of at least one of the two south doors. **Councilor Park** asked if current users would be polled on their satisfaction with the facilities during construction conditions. **Mr. Blosser** said that there was a survey of contractors scheduled at the end of project construction to which a user survey would be added.

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**Councilor Hosticka** said he was concerned with the impact on the public due to construction disruption of traffic, etc. He noted that construction often made an area unlivable for the people who shared the space. **Mr. Blosser** said the communication plan included sending quarterly project updates to approximately 200 targeted businesses in the Lloyd District. **Councilor Bragdon** asked if Hoffman Construction was a party to this evaluation. **Mr. Moss** said Hoffman was a part of the review, as was OCC staff. **Councilor Bragdon** said he was impressed with the evaluation plan and asked if it might be useful for future Metro projects. **Mr. Blosser** said he and Bruce Warner, Chief Operating Officer, had discussed using it for the future projects throughout the agency.

**Councilor Burkholder** asked if there would be incremental reviews as segments of the project were completed. **Mr. Blosser** said the OCC Expansion/Construction Advisory Committee would review the evaluation and make recommendations. He believed it would put together a schedule of interim reviews, probably 2-3 times during the project. **Councilor Burkholder** asked if there were typical problems that might be expected to come up. **Mr. Blosser** said that all bid packages would be completed by late summer; staff would know then if there were any potential budgetary or scheduling issues due to ground contaminants or higher steel prices.

**Mark Williams**, MERC Director, said the evaluation process was tailored to recognize and understand the type of construction process the Council had put in place, Contract Manager/General Contractor (CMGC). It would keep the lines of communication clear. He added that MERC's Pay-for-Performance program surveyed every user of the facility on multiple aspects of their experience. OCC's goal was to attain a 95% or higher customer service rating from that survey. During the construction process an additional segment would address any problems OCC customers experienced.

**4. Resolution 01-3031 For the Purpose of Appointing Meyer Seigel, Helen Richardson, Joe Annett and Andrew Kelly to the Metro Committee for Citizen Involvement (MCCI).**

**Motion:**

Councilor Park moved to forward Resolution 01-3031 to Council.
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**Vote:**

Councilors Hosticka, Park and Burkholder voted aye. The vote was 3 aye/0 nay/0 abstain, and the motion passed.
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**Karen Withrow**, MCCI staff, spoke to the resolution. **Chair Burkholder** said he was pleased with the direction of the MCCI under Chair Ted Kyle. He understood that there were other vacancies to be filled. **Ms. Withrow** said she would provide a list of both current and upcoming vacancies to the committee.

**5. Resolution 01-3032 For the Purpose of Confirming the Appointment of Gloria Candanoza to the Investment Advisory Board.**

**Motion:**

Councilor Park moved to forward Resolution 01-3032 to Council.
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**Vote:**

Councilors Hosticka, Park and Burkholder voted aye. The vote was 3 aye/0 nay/0 abstain, and the motion passed.
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**Brian Williams**, Administrative Services Department (ASD) Investment Analyst, spoke to the resolution. **Chair Burkholder** asked how candidates were selected. **Mr. Williams** said in this case a department member knew Ms. Candanoza and her interest in serving on such a board and recommended her. She was approached and agreed to go through the approval process with the IRS, who cleared her for membership. **Chair Burkholder** asked how often the board met. **Mr. Williams** said it met quarterly and published a quarterly report.

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**6. Resolution 01-3033 A Resolution for the Purpose of Authorizing the Execution and Delivery of a Lease Purchase Agreement, Declaring Intent to Reimburse Expenditures, and Related Matters.**

**Motion:** Councilor Park moved to forward Resolution 01-3033 to Council.

**Vote:** Councilors Hosticka, Park and Burkholder voted aye. The vote was 3 aye/0 nay/0 abstain, and the motion passed.

**Kathy Rutkowski**, ASD Financial Analyst, spoke to the resolution. **Councilor Park** asked about the memory size of the replacement computers; it seemed somewhat small compared to what he had seen on the market. **Mark Bosworth**, Data Resource Center (DRC) Supervisor, said less memory was needed because of the machine's architecture, which was actually state-of-the-art for this higher level processor. **Chair Burkholder** asked if the intent was to obtain what was sufficient for Metro's current needs or the best machine for its use. He also asked what the advantage was of lease vs. purchase. **David Biedermann**, Information Technology (IT) Director, said it would replace a machine in DRC that had been in service 2-3 years and had reached the limit of its storage capacity for the department. It would be passed on to the Zoo where it would constitute an upgrade. The new machine could be expanded as necessary and would allow a more seamless interchange of Metro's two operating networks. He believed it was at least a three-year solution. When the old machine was purchased leasing was the only option available due to cash flow. He personally believed purchase was the better option, but as funding was limited, leasing was still the only feasible method.

**Councilor Hosticka** asked if old computers had any salvage value. **David Biedermann** said surplus computers at the agency were always the oldest and slowest. Desktop computers moved down through the agency. He said that there was little interest in old machines on the open market; people preferred to buy the new faster models. **Councilor Bragdon** asked if technical support came with the lease. **Mr. Biedermann** said a maintenance contract came with each system purchased. Incidentally this system would be publicly bid.

**7. Councilor Communications**

None

**Chair Burkholder** adjourned the meeting at 10:50 AM.

Respectfully submitted,

Pat Weathers  
Council Assistant

**ATTACHMENTS TO THE PUBLIC RECORD FOR THE MEETING OF FEBRUARY 15, 2001**

The following have been included as part of the official public record:

<b>ORDINANCE/RESOLUTION</b>	<b>DOCUMENT DATE</b>	<b>DOCUMENT DESCRIPTION</b>	<b>DOCUMENT No.</b>
	2/15/01	Committee Work Plan	021501rfom-1

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