



**RECORDS & INFORMATION MANAGEMENT (RIM) PROGRAM
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DEPARTMENT: MERC Commission **PROGRAM:** MERC Commission **PREPARED BY:** Becky Shoemaker
RECORD SERIES TITLE: MERC Resolutions
RECORD SERIES NO: M20-01-04
MINIMUM RETENTION: Permanent
DATE RANGE/FROM: 01/06/1998
DATE RANGE/TO: 12/19/2001

If you checked Records for Storage, complete the following information:
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BOX TITLE: Metropolitan Exposition Recreation Commission (MERC) Resolutions 98-01 to 01-52

Complete the following section or attach an existing electronic list:

Folder No.	Resolution No. and Title	Date Adopted
	See Attached List	

MERC Resolutions
January 6, 1998 thru April 8, 1998

98-01	01-06-98	Approval of Fiscal Year 1998-99 Budget
98-02	01-14-98	Approval of Three Year Rental Rates for PCPA Facilities
98-03	01-14-98	Approval of Twin Towers Plus Rental Package
98-04	01-14-98	Approval of Resolution Requesting Metro Council To Refer Oregon Convention Center General Obligation Bond
98-05	01-14-98	Approval of Legal Services Agreement w/Metro's Office of General Counsel
98-06	01-14-98	Thank You to Commissioner Mitzi Scott of Dedicated Service
98-07	02-11-98	Approval of Amendment of Peer Group Security Contract
98-08	02-11-98	Approval of MERC Business Plans for Fiscal Year 1998
98-09	02-11-98	Approval of Support Services Agreement with Metro
98-10	02-20-98	Ratification of the International Alliance Theatre Stage Employees (I.A.T.S.E.) Local B-20 Collective Bargaining Agreement
98-11	03-11-98	Approval of Rental Rates for 99/00, 00/01, 01/02
98-12	03-11-98	Approval of Scheduling Policy Revisions
98-13	03-11-98	Approval of OCC Completion Project
98-14	03-11-98	Approval of Civic Stadium Booking Policy
98-15	03-11-98	Approval of Bank Signature Authority
98-16	03-11-98	Approval of Change Fund Authorization for OCC
98-17	03-11-98	Paying Tribute to Clifford N. Carlsen Jr.
98-18	03-19-98	Acceptance of Low Bidder for Civic Auditorium Cooling Tower Project
98-19	03-19-98	Approval of Formal Bidding Process for Arlene Schnitzer Concert Hall Production Lighting Dimmer System and Waive Requirement for Commission Award of Contract
98-20	04-08-98	Accepting Bid and Awarding Contract for Lighting Control System at ASCH
98-21	04-08-98	Approval of Extension of OCC Parking Lot Agreement with City of Portland
98-22	04-08-98	Approval of Charges for Natural Gas Connections for Expo Center
98-23	04-08-98	Approval of MERC Advisory on Development of Economic Opportunities
98-24	04-08-98	Approval of Reclassification for AV Position at OCC

MERC Resolutions
May 13, 1998 thru

98-25	05-13-98	Approval of Request for Bid, Light Industrial Labor Services
98-26	05-13-98	Acceptance of Final Report of the Civic Stadium Advisory Committee
98-27	06-10-98	Approval of RFP for Architectural & Engineering Services for New Theatre Building
98-28	06-10-98	Approval of One-Year Extension for Peer Group Security Agreement
98-29	06-10-98	Approval of Facility Services Sales Coordinator Position
98-30	06-10-98	Approval of Parking Lot Labor Services Contract
98-31	06-10-98	Awarding of Contract for Temporary Labor for MERC
98-32	06-10-98	Implementing & Approval of Plan for Advisory on Development of Economic Opportunity
98-33	06-10-98	Approval of Schedule of Extra Charges for FY 98/99-00/01
98-34	06-10-98	Approval of Human Resources Manager Position
98-35	06-10-98	Approval of Salary Adjustments for Non-Represented Employees Effective July 1, 1998
98-36	08-19-98	Acceptance of WaterLeaf Architects, Portland, Oregon for architectural & Consulting services for 4 th Floor Space at PCPA
98-37	08-19-98	Approval of Extension of MERC Agreement with Friends of the Performing Arts Center
98-38	08-19-98	Approval of Request for Proposal for Design Team for Civic Stadium
98-39	08-19-98	Approval of Request for Bid for Janitorial Labor Services for Expo Center
98-40	08-19-98	Approval to Amend Resolution 98-31 for Awarding of Temporary Labor for MERC
98-41	09-16-98	Approval of Janitorial Labor Services Agreement for Expo Center
98-42	09-16-98	Approval of 1999-00 MERC Capital Improvement Plan
98-43	10-21-98	Approval of MERC Capital Budget Policy
98-44	10-21-98	Approval of Implementation Recommendations for MERC Work Session Priorities
98-45	10-21-98	Election of Officers
98-46	11-18-98	Approval of New Classification for Graphic Design II Position in the Multi Media Department for Nancy Erz
98-47	11-18-98	Approval of MERC By-law Change

98-48	11-18-98	Approval of Capital Improvement Plan for OCC Project
98-49	12-16-98	Approval of MERC Concessions & Catering Management Request for Proposal for operation of Concessions/Catering at all MERC Facilities (Tabled)
98-50	12-22-98	Amendment to Capital Improvement Plan for FY 99/00 for MERC Facilities
98-51	12-22-98	Approval of MERC Fiscal Year 99/00 Annual Budget
98-52	12-22-98	Approval of MERC Concessions & Catering Management Request for Proposals
98-53	12-22-98	Approval of Request for Bids for Civic Stadium Box Seat Replacement

**Metropolitan Exposition-Recreation Commission
Resolution List**

January 20, 1999

99-01	01/20/99	Acceptance of Donation for Completion of 4 th Floor Space at PCPA
99-02	01/20/99	Approval of Pay for Performance Program
99-03	01/20/99	Approval of Marketing and Communications Manager Position
99-04	01/20/99	Approval of Reclassification of Program Analyst Position for Joe Barrett
99-05	01/20/99	Approval of Reclassification of Human Resource Manager's Position for Lynda Lewis
99-06	01/20/99	Approval of Memorandum of Understanding with Metro Office of General Counsel
99-07	02/26/99	Approval of Support Services Agreement Memorandum of Understanding
99-08	02/26/99	Approval of Portland Exposition Center Supports Plan for re-building of Hall 'D'
99-09	04/07/99	Approval of PCPA Rental Policy and Rates for 4 th Floor space at New Theatre Building.
99-10	04/07/99	Authorization to Issue Request for Bids for Construction Services for Dimmer Control Replacement Project at Civic Auditorium
99-11	04/07/99	Authorization to Issue request for Bids for Construction on 4 th Floor Completion Project at New Theatre Building at Portland Center for the Performing Arts
99-12	04/7/99	Approval of Contract Extension for Portland Oregon Visitors Association
99-13	04/07/99	Approval of Contract Extension for Oregon Convention and Visitor Services
99-14	04/07/99	Approval of Contract for City Center Parking to Oregon Convention Center
99-15	04/07/99	Approval of ARAMARK, Corporation Contract Award for Concessions/ Catering and Food/Beverage Management Services
99-16	04/07/99	Authorization to Issue Request for Proposal for Architectural/Engineering for Hall D Reconstruction
99-17	05/06/99	Approval of Civic Auditorium's Production Lighting System Replacement Project
99-18	00/00/00	NO RESOLUTION
99-19	05/19/99	Approval of New Theatre Building Completion Contract Award
99-20	05/19/99	Approval of Oregon Convention Center Rental Rate Increase
99-21	05/19/99	Approval of Oregon Convention Center Parking Rate Increase

**Metropolitan Exposition-Recreation Commission
Resolution List**

99-22	05/19/99	Approval of Food/Beverage Contract Award to ARAMARK
99-23	05/19/99	Approval of Expo Center Parking Rate Increase
99-24	05/19/99	Recommendation to Metro Council for use of CM/GC Process for Expo Hall D
99-25	05/19/99	Approval of Architect/Engineer Award for Expo Center Hall D
99-26	05/19/99	Approval of Peer Group Security Contract Extension
99-27	05/19/99	Acceptance of AFSCME 3580-01 Letter of Agreement
99-28	05/19/99	Approval of MERC Policy on Exempt Leave Time Tracking/Payroll
99-29	05/19/99	Approval of Convention Center Petty Cash/Change Fund Increases (Taken Off)
99-30	6/16/99	Approval of Food/Beverage Contract Award to ARAMARK
99-31	6/16/99	Approval of Convention Center Petty/Change Fund Increases
99-32	6/16/99	Recommendation to proceed with Oregon Convention Center Expansion Construction
99-33	7/21/99	Approval to proceed with Oregon Convention Center Construction Services Request for Proposal
99-34	7/21/99	Approval to proceed with OCC Construction Insurance Consultants Request for Proposal
99-35	07/29/99	Approval of recommendation for Selection of Construction Manager/General Contractor for Hall "D" at Portland Exposition Center (TABLED)
99-35	08/05/99	Approval of recommendation for Selection of Construction Manager/General Contractor for Hall "D" at Portland Exposition Center (PASSED)
99-36	08/18/99	Approval of Financing Plan for Hall "D" Replacement at Expo Center
99-37	09/15/99	Approval of Concession/Café Menu and Prices
99-38	09/15/99	Approval of Church Lease Rate Adjustment
99-39	09/15/99	Approval of Project Manager Position: OCC Expansion
99-40	09/15/99	Approval of Master Plan Request for Expo Center
99-41	09/15/99	Approval of MERC Advertising Policies (Tabled)
99-41	10/20/99	Approval of ARAMARK Capital Budget Adjustment: All MERC Facilities
99-42	10/20/99	Approval of Part-time Non-Rep Employees Market Salary Adjustment
99-43	10/20/99	Approval of MERC Advertising Policies

**Metropolitan Exposition-Recreation Commission
Resolution List**

99-44	10/20/99	Approval of Public Contracting Rules
99-45	10/20/99	Approval of Issuing of MERC Ticketing Services RFP
99-46	11/4/99	Authorization to Issue Request for Proposal for Architectural Services for the Expansion of the Oregon Convention Center
99-47	10/20/99	Election of Officers
99-48	11/17/99	Authorization to release a Request for Proposal for Advertising Services in conjunction with POVA
99-49	12/15/99	Approval of User Fee at PCPA
99-50	12/15/99	Approval of PCPA Capital Campaign through Friends
99-51	12/15/99	Approval of the Marina Lease Agreement
99-52	12/15/99	Approval of MERC FY 00-01 Budget
99-53	12/15/99	Approval of Ticketing Contract Extension
99-54	12/15/99	Approval of Audio Visual Lead Technician Reclassification

**Metropolitan Exposition-Recreation Commission
Resolution List**

MERC Resolutions
January 1, 2000

00-01	1/19/2000	Approval of Amendment to Friends of PCPA Contract
00-02	1/19/2000	Approval of Award of Contract for Master Plan Consultant Services
00-03	1/19/2000	Approval of Construction Manager/General Contractor Request for Proposal
00-04	1/19/2000	Approval of Construction Owner Controlled Insurance Program
00-05	1/19/2000	Approval of Award of Architect Contract for OCC Expansion
00-06	1/19/2000	Approval of Concessions Price Increase
00-07	1/19/2000	Approval of MERC Target Area Contracting Opportunity Pilot Program Extension
00-08	2/03/2000	Approval of Contract Manager/General Contractor Guaranteed Maximum Price for Hall "D" at Portland Exposition Center
00-09	2/16/2000	Award of OCC/POVA Joint Advertising Services Contract
00-10	2/16/2000	Approval of MERC RFP for Peer Security Services
00-11	3/15/2000	Approval of MERC Ticketing Services Agreement
00-12	04/04/2000	Approval of Selection of Hoffman Construction Company to Perform Construction Management/General Contract Services for the Oregon Convention Center Expansion Project
00-13	04/13/2000	Approval of Parking/Ticketing Manager Position at OCC
00-14	04/13/2000	Award of Peer Security Contract for MERC facilities
00-15	05/17/2000	Approval of Portland Center Stage Agreement
00-16	05/17/2000	Naming Approval
00-17	05/17/2000	Approval of Accountant Position
00-18	05/18/2000	Approval of Memorandum of Understanding with Tri-County Metropolitan Transportation District
00-19	06/21/2000	Authorizing the Assignment of the Limited License Agreement with Portland Baseball, Incorporated to the City of Portland
00-20	07/19/2000	Approval of American Federation of State, County & Municipal Employees A.F.S.C.M.E. Local 3580-1 Agreement

MERC Resolutions
08/23/00

**Metropolitan Exposition-Recreation Commission
Resolution List**

00-21	07/19/2000	Approval of New Classification of Senior Sales Representative for Julie DeWeese (Tabled)
00-22	07/19/2000	Approval of Labor Rate Charges for MERC Facilities
00-23	08/16/00	Approval of a New Personnel Classification of Senior Sales Representative
00-24	08/16/00	Approval of Issuance of Request for Proposal for Sponsorship and Pourage Rights
00-25	08/16/00	Ratification of Agreement with Operating Engineers Local 701
00-26	08/16/00	Ratification of Agreement with IATSE Local 28
00-27	08/16/00	Approval of 2.3% Wage Equity Increases for Non-Represented Part-time Classification
00-28	08/16/00	Approval of Maintaining the Integrity of the Pay-for-Performance Program
00-29	08/16/00	Authorizing Chair and Secretary-Treasurer to Negotiate Contract Amendments
00-30	08/29/00	Confirmation of Hiring of Robyn Williams, PCPA Facility Director
00-31	09/20/00	Approval of 1% Art Contract for Expo Hall D
00-32	09/20/00	Approval of Exhibit Hall Movable Partition
00-33	09/22/00	Acceptance of Martin Luther King Junior Statue
00-34		N/A
00-35	10/18/00	Authorizing of additional Master Plan Project Expenditure
00-36	10/18/00	Approval of Concession Food and Beverage Pricing Schedule
00-37	10/18/00	Approval of Exhibit Hall "D" Storage Area
00-38	10/18/00	Issuance of ATM Request for Proposal
00-39	10/18/00	Approval of New Job Classification for Shuttle Bus Driver
00-40	11/15/00	Approval of Gift Naming of the Portland Center for the Performing Arts
00-41	11/15/00	Approval of Master Plan for Exposition Center

**Metropolitan Exposition-Recreation Commission
Resolution List**

00-42	11/15/00	Approval of New Job Classification for Sales Events Manager
00-43	11/15/00	Approval of New Job Classification for Construction Coordinator Manager
00-44	11/15/00	Approval of Exclusive Pourage Rights Contract for MERC Facilities
00-45	11/15/00	Election of Officers for 2001
00-46	12/13/00	Approval of Special Inspection Services over \$75,000
00-47	12/13/00	Approval of City Center Parking Extension Agreement
00-48	12/13/00	Approval of FY 2001-02 Budget

Metropolitan Exposition-Recreation Commission

2000 Regular Meeting Dates

DATE	TIME	PLACE	LUNCH*
Wednesday, January 19, 2000	12:30 p.m.	OCC-Rooms B110-B111	B112
Wednesday, February 16, 2000	12:30 p.m.	PCPA-Rehearsal Hall 4 th Fl.	Backstage Cafe
Wednesday, March 15, 2000	12:30 p.m.	PCPA-Rehearsal Hall 4 th Fl.	Backstage Cafe
*Wednesday, April 19, 2000	12:30 p.m.	ExpoCenter – East Hall.	VIP Room
Wednesday, May 17, 2000	12:30 p.m.	OCC-Rooms A107-108	A109
Wednesday, June 21, 2000	12:30 p.m.	OCC-Rooms A107-108	A109
Wednesday, July 19, 2000	12:30 p.m.	OCC-Rooms A107-108	A109
Wednesday, August 16, 2000	12:30 p.m.	OCC-Rooms A107-108	A109
Wednesday, September 20, 2000	12:30 p.m.	OCC-Rooms A107-108	A109
Wednesday, October 18, 2000	12:30 p.m.	OCC-Rooms A107-108	A109
Wednesday, November 15, 2000	12:30 p.m.	OCC-Rooms A107-108	A109
Wednesday, December 20, 2000	12:30 p.m.	OCC-Rooms A107-108	A109

*Change
Lunch served at 11:45 a.m.
2000mercmeetingdates

Metropolitan Exposition-Recreation Commission Resolution Directory

MERC Resolutions
January 17, 2001

01-01	01/17/01	Approval for Control Systems at Keller Auditorium
01-02	01/17/01	Approval of Guaranteed Maximum Price (GMP) with Hoffman Construction for OCC Expansion
01-03	01/17/01	Authorizing Assignment of Ticketing Agreement for MERC Facilities
01-04	02/21/01	Approval of Exposition Facility Rental Rates
01-05	02/21/01	Authorization of Additional Master Plan Project Expenditures
01-06	02/21/01	Approval of Addendum to Portland Oregon Visitors Association/MERC Marketing Agreement
01-07	02/21/01	Approval of Intergovernmental with City of Portland for Equal Employment
01-08	02/21/01	Approval of Armored Car Contract Requests for Bid
01-09	02/21/01	Ratification of Agreement with Operating Engineers Local 701-1
01-10	02/21/01	Approval of Lease agreement of Sizzler with Portland Development Commission

No March 2001 MERC Meeting

01-11	04/18/01	Approval of New Booking and Sales Coordinator Position at PCPA
01-12	04/18/01	Approval of request to submit Request for Bid for Fixtures, Furniture, and equipment for Hall D
01-13	04/18/01	Approval of Request for Proposal for Advertising Services for MERC Parking Operations
01-14	04/18/01	Approval of Expansion Project Performance Evaluation Criteria Plan
01-15	04/18/01	Approval of the Armored Car Services Contract
01-16	04/18/01	Approval of Directing the General Manager to Ensure MERC Recovers Cost Provision of Reimbursable Charges
01-17	05/16/01	Approval of Request for Proposal for Electrical Services for Portland Exposition Center
01-18	05/16/01	Approval to Expend Additional Project Resources for Portland Exposition Center
01-19	05/16/01	Approval to Renew Parking Lot Labor Services Agreement Exposition Center
01-20	05/16/01	Approval of Extension of Pre-Contract for Oregon Convention Center Expansion
01-21	05/16/01	Approval of Request for Proposal for Steel Inspection Services for Oregon Convention Center Expansion Project
01-22	05/16/01	Approval Regarding Reimbursable Charges for MERC Facilities

No June 2001, MERC Meeting

01-23	07/18/01	Approval to Issue Request for Bid for Construction of Walkway Canopies at Expo. Center
01-24	07/18/01	Approval of Parking Sponsorship/Advertising Contract for MERC Facilities
01-25	07/18/01	Approval of Master Plan Final Budget Adjustment for Portland Exposition Center
01-26	07/18/01	Approval of Market Trend Action for MERC's Pay for Performance Program

MERC Resolution Directory
02/22/02

Metropolitan Exposition-Recreation Commission Resolution Directory

01-27	07/18/01	Approval of Metropolitan Exposition-Recreation Commission (MERC) Business Plan Extension
No August 2001 MERC Meeting		
01-28	09/26/01	Approval of Food and Beverage Pricing Increase at Portland Center for the Performing Arts- (Tabled)
01-29	09/26/01	Approval of Contract for Tables and Chair Purchases for Portland Exposition Center – (Tabled)
01-30	09/26/01	Approval of Portland Oregon Visitors Association Contract Amendment for OCC – (Tabled)
01-28	10/04/01	Approval of Food and Beverage Pricing Increase at Portland Center for the Performing Arts
01-29	10/04/01	Approval of Contract for Tables and Chair Purchases at Portland Exposition Center
01-30	10/04/01	Approval of Portland Oregon Visitors Association for OCC
01-31	10/24/01	Thank You Resolution to Commissioner Ben Middleton for his years of Service
01-32	10/24/01	Approval of Signature Authority for Contingency Funds within Guaranteed Maximum Price (GMP) & Zimmer Gunsul Frasca (ZGF) Contracts
01-33	10/24/01	Approval of Request for Proposal for Testing & Air Balancing Services for OCC Expansion Project
01-34	10/24/01	Approval of Portland Oregon Visitors Association ((POVA) Contract Amendment (Addendum)
01-35	10/24/01	Approval of 2.9% Wage Equity Increases for Non-Represented Part-time Classification
01-36	10/24/01	Approval for Execution of Alternates for the OCC Expansion Project
01-37	10/24/01	Approval of MERC's Strategic Plan
01-38	10/24/01	Approval of MERC's Capital Improvement Plan
01-39	10/24/01	Approval of MERC's Fiscal-Year 2002-03 Budget
01-40	10/24/01	Election of Officers for Year (02)
01-41	10/24/01	Approval of Amendments to MERC General Manager Contract
01-42	10/24/01	Approval of MERC Budget Committee recommendations authorizing staff for changes in January 2002
01-43	11/28/01	Approval of Amendment to Convention Center Capital Project Fund
01-44	11/28/01	Approval of Addendum to the ARAMARK Food and Beverage Services Agreement (Tabled)
01-45	11/28/01	Approval of Amendment #3 extending Pre-construction services contract with Hoffman Construction
01-46	11/28/01	Approval of Updated Oregon Convention Center Scheduling Policies
01-47	11/28/01	Approval of Increase in Oregon Convention Center Rental Rates
01-48	11/28/01	Approval of Increase in Oregon Convention Center Concession Menu Prices
01-49	12/19/01	Acknowledgment and Appreciation of Commissioner of Ben Middleton
01-50	12/19/01	Acknowledgment and Appreciation of Commission Alice Norris
01-51	12/19/01	Approval of First Amendment to ARAMARK/GIACOMETTI Food and Beverage Services Agreement
01-52	12/19/01	Approval and Adoption of Revised MERC Personnel Policies

MERC Resolution Directory
02/28/02



Metropolitan Exposition-Recreation Commission

MERC Regular 2001 Meeting Dates

Date	Time	Place
Wednesday, January 17, 2001	12:30 p.m.	Oregon Convention Center Rooms C121-122
Wednesday, February 21, 2001	12:30 p.m.	Oregon Convention Center Rooms A107-108
Wednesday, March 21, 2001	12:30 p.m.	Oregon Convention Center Rooms A107-108
Wednesday, April 18, 2001	12:30 p.m.	Oregon Convention Center Rooms A107-108
Wednesday, May 16, 2001	12:30 p.m.	Portland Exposition Center Hall "D" 202-203

MERC Regular Meetings will be held the last Wednesday of the month June thru December 2001.

*Wednesday, <i>June 27, 2001</i>	12:30 p.m.	Portland Center for Portland Arts-Brunish Hall
*Wednesday, <i>July 25, 2001</i>	12:30 p.m.	Oregon Convention Center-Rooms A103-104
*Wednesday, <i>August 29 2001</i>	12:30 p.m.	Oregon Convention Center-Rooms C121-122
*Wednesday, <i>September 26, 2001</i>	12:30 p.m.	TBD
*Wednesday, <i>October 31, 2001</i>	12:30 p.m.	Oregon Convention Center-Rooms A107-108
*Wednesday, <i>November 28, 2001</i>	12:30 p.m.	TBD
*Wednesday, <i>December 26, 2001</i>	12:30 p.m.	Oregon Convention Center-Rooms A107-108

*Meeting Date Change
May/2001