

BOARD OF DIRECTORS

SPECIAL MEETING

WASHINGTON PARK ZOO
EDUCATION BUILDING
4001 SW CANYON ROAD

DECEMBER 15, 1978
2:00 P.M.

A G E N D A

78-1201 MINUTES

78-1202 PUBLIC COMMUNICATIONS

SOLID WASTE DIVISION

78-1203 PUBLISHERS PAPER COMPANY - PHASE II
ENGINEERING AGREEMENT

78-1204 CONTRACT 78-206 - PAINE WEBBER JACKSON &
CURTIS - FINANCIAL CONSULTANTS

ZOO DIVISION

78-1205 CONSTRUCTION BID AWARD ON ELEPHANT
ENCLOSURE

78-1206 CONSTRUCTION BID AWARD ON QUARANTINE
FACILITY

78-1207 BID AWARD ON ENTRANCE PLAZA LONG-LEAD
ITEMS

- . CANTEEN SERVICE EQUIPMENT
- . CASH REGISTERS
- . CANOPIES

OTHER BUSINESS

INFORMATIONAL REPORTS

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PAGE ACTION RECORD
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78-1208 SPECIAL ZOO FREE DAY

INFORMATIONAL REPORTS

Zoo DIVISION: , PROGRESS REPORT ON PRIMATE HOUSE
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EXECUTIVE SESSION

, ORS 192.660(2)(A) REAL PROPERTY TRANSACTIONS

78-1201 MINUTES

THE FOLLOWING PAGES CONTAIN THE MINUTES OF THE DECEMBER 8,
1978, BOARD MEETING.

THE STAFF RECOMMENDS APPROVAL OF THE BOARD MINUTES.

78-1202 PUBLIC COMMUNICATIONS

THIS AGENDA ITEM ALLOWS THE BOARD TO RECEIVE COMMENTS FROM
THE PUBLIC ON MATTERS NOT LISTED ON THE MEETING AGENDA.

78-1203 PUBLISHERS PAPER COMPANY - PHASE II ENGINEERING AGREEMENT

(REMOVED FROM THE AGENDA)

78-1204 CONTRACT 78-206 - PAINE WEBBER JACKSON & CURTIS -
FINANCIAL CONSULTANTS

(REMOVED FROM THE AGENDA)

78-1205 CONSTRUCTION BID AWARD ON ELEPHANT ENCLOSURE

CONSTRUCTION BIDS WERE RECENTLY REQUESTED ON THE NEW ELEPHANT FACILITY AT THE ZOO. THE CONSTRUCTION DESIGNS, SPECIFICATIONS, AND CONTRACT DOCUMENT WERE DEVELOPED BY CH2M-HILL AND INCLUDES THE ELEPHANT ENCLOSURE AND SQUEEZE CAGE. THE ENGINEERING ESTIMATE ON THE PROJECT IS \$588,000 TO CONSTRUCT. THE FOLLOWING TWO BIDS WERE RECEIVED IN RESPONSE TO OUR BID REQUEST:

GEN-CON CORPORATION \$837,800

BART HESS BUILDING CON. \$717,000

THE STAFF RECOMMENDS AWARDING THE CONTRACT TO THE LOW BIDDER, BART HESS BUILDING CONTRACTORS, IN THE AMOUNT OF \$717,000.

Both bids were rejected.

78-1206 CONSTRUCTION BID AWARD ON QUARANTINE FACILITY

Motion to award the construction contract for the quarantine facility to Dawn Building Company as low bidder at a bid price of \$135,790, however, in the event that Dawn Building Company fails to sign the agreement, that staff be directed to reject all bids.

METROPOLITAN SERVICE DISTRICT
BOARD ACTION

N^o 78-1206 of 12-15-78

	YES	NO	ABST
CHATEL	/		
EDDINGTON	/		
LEWIS	/		
MCBRIDE	/		
ROBNETT	/		
SALQUIST	/		
SCHUMACHER	/		

Jean M. Ward
Clerk of the Board

Travers/Johnston

Architects A.I.A. P.C. 2828 SW Kelly Suite #1 Portland, Oregon 97201 Phone: 503 227-3461

December 14, 1978

Mr. Kay Rich
Assistant Director,
Washington Park Zoo
4001 S.W. Canyon Road
Portland, Oregon 97221

Dear Kay:

Bids were received this day for the Washington Park Zoo Quarantine Facility. After having analyzed the results of the bids and the references on the low bidder, Dawn Construction Co., we recommend that the contract be awarded to Dawn Construction Co for the purpose of building the Quarantine Facility for \$135,790.

Very truly yours,

TRAVERS/JOHNSTON, ARCHITECTS, A.I.A., P.C.

A handwritten signature in black ink, appearing to read "Ronald L. Travers". The signature is written in a cursive style with a large, sweeping initial "R".

Ronald L. Travers,
President

RLT:eb

78-1207 BID AWARDS ON ENTRANCE PLAZA LONG-LEAD ITEMS

THE STAFF PLACED THE FOLLOWING LONG-LEAD ITEMS FOR IMPROVEMENT OF THE ENTRANCE PLAZA TO BID: CANTEEN SERVICE EQUIPMENT, CASH REGISTERS, AND PURCHASE AND INSTALLATION OF CANOPIES. THE FOLLOWING ARE REPORTS ON THE RESULTS OF THESE BID REQUESTS AND STAFF RECOMMENDATIONS:

1. CANTEEN FOOD SERVICE EQUIPMENT

. OWINGS & ASSOCIATES	\$38,851.90
. LOSLI, INC.	\$34,488.00
. J & F INDUSTRIES	32,294.00

STAFF RECOMMENDS AWARD TO THE LOWEST BIDDER, J & F INDUSTRIES, AT THE BID PRICE OF \$32,294.00. THIS AMOUNT IS WITHIN THE BUDGET ESTIMATE.

2. CASH REGISTER AND TICKETING EQUIPMENT

THE STAFF RECOMMENDS AWARDING THE BID ON CASH REGISTERS AND TICKETING EQUIPMENT TO GLOBE TICKET COMPANY. DUE TO BUDGET LIMITATIONS, WE RECOMMEND ACCEPTING PARTS OF THE TOTAL BID, AMOUNTING TO \$23,903. THE FOLLOWING REASONS SUPPORT THE ABOVE RECOMMENDATION.

- A) THE EQUIPMENT OFFERED BY GLOBE TICKET COMPANY HAS GREATER CAPACITY AND ABILITY TO RESPOND TO FUTURE EXPANSION.
- B) GLOBE TICKET COMPANY CAN SUPPLY EQUIPMENT TO MEET ALL OF THE DIVERGENT ZOO NEEDS, I.E. CONCESSION REGISTERS AND TICKETING INTERFACE REGISTERS. WE WOULD LIKE TO BE AS CONSISTENT AS POSSIBLE IN THE TYPES OF EQUIPMENT USED.

- c) THE GLOBE EQUIPMENT HAS THE ABILITY TO TIE INTO AN ON-SITE CPU (CENTRAL PROCESSING UNIT) OR INTO A REMOTE CPU (AT MSD HEADQUARTERS) WHEN THIS LEVEL OF SOPHISTICATION IS DESIRED.

RECOMMENDED BID PARTS FOR ACCEPTANCE

MAIN GATE

UNIT 1 P.O.S. EQUIPMENT	\$ 4,007.00	
UNIT 2 P.O.S. EQUIPMENT	4,007.00	
UNIT 1 ISSUERS	2,482.00	
UNIT 2 ISSUERS	2,482.00	
	<u> </u>	
SUB TOTAL		\$12,973.00

CONCESSIONS

UNIT 1 REGISTER	\$ 3,795.00	
UNIT 2 REGISTER	3,565.00	
UNIT 3 REGISTER	3,565.00	
	<u> </u>	
SUB TOTAL		\$10,925.00

TOTAL \$23,903.00

3. CANOPY STRUCTURES

TWO BIDS WERE RECEIVED FOR PURCHASE AND INSTALLATION OF THE CANOPY STRUCTURES. THEY ARE AS FOLLOWS:

. NORTH COAST CANVAS PRODUCTS	\$31,400.00
. PIKE TENT AND AWNING	\$23,500.00

STAFF RECOMMENDS AWARD OF THE BID CONTRACT TO PIKE TENT AND AWNING, AS LOW BIDDER, AT A BID PRICE OF \$23,500. THIS AMOUNT IS WITHIN THE BUDGET ESTIMATE.

ITEM: REQUEST FOR ADDITIONAL FREE DAY
FEBRUARY 3, 1979

THE ZOO HAS BEEN ASKED TO PARTICIPATE IN A KICK-OFF DAY FOR NATIONAL CHILDREN'S DENTAL WEEK ON SATURDAY, FEBRUARY 3, 1979, BY ADMITTING PEOPLE 16 YEARS OF AGE AND UNDER FREE THAT DAY. THERE ARE TO BE TEN DENTISTS AT THE ZOO FOR A FREE SCREENING CLINIC. THE DENTISTS WILL BE RESPONSIBLE FOR SETTING UP A CANOPY NEAR THE ZOO ENTRANCE FOR THE CLINIC, OBTAINING VOLUNTEERS TO HELP WITH THE CHILDREN, AND THEY WILL PROVIDE TOOTH BRUSHES FOR THE FIRST 1,000 CHILDREN.

THE ZOO PARTICIPATED LAST YEAR WITH 1,102 FREE ADMISSIONS. MOST OF THE YOUNGER CHILDREN WILL BE ACCOMPANIED BY PARENTS WHO WILL PAY REGULAR ADMISSIONS.

STAFF RECOMMENDS THAT THE BOARD APPROVE FREE ADMISSIONS FOR PEOPLE 16 YEARS OF AGE OR UNDER ON FEBRUARY 3, 1979.

METROPOLITAN SERVICE DISTRICT
BOARD ACTION

NO. 78-1208 DATE 12-15-78

TARTELS
SUCHMAN
BUREL
MCGRADY
RODNETT
SALQUIST
SCHUMACHER

NO.	FILE
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/	/
/	/

[Signature]
Clerk of the Board

FINANCIAL REPORT

Zoo Division
December 15, 1978

At its meeting on May 26, 1978, the Board of the Metropolitan Service District suggested as a goal that non-tax revenues provide 60 percent of the costs of operating the Zoo. This was 10 percent higher than the goal suggested by the consultants in the Development Plan after reviewing the operations of a number of other zoos.

Assuming that operations consist of personal services, materials and services, one-half of the contingency and the transfer to the general fund and assuming the revenue estimates in the budget approved by the Board in June, 1978, it is found that non-tax revenues should provide 41 percent of the costs of operations for fiscal year 1978-79. This excludes any effort to proportion the balance carried forward.

The resource estimates did not take into consideration the change in admission fees approved by the Board effective July 1, 1978. With that change, plus adjustments in concession prices and an anticipated change in train fares, it is now estimated that non-tax revenues amounting to \$1,328,252 will provide 49 percent of operating costs estimated at \$2,727,090.

The Development Plan assumes that by bringing upgraded exhibits on line each year and with improvements in the entrance and concession facilities, the Zoo will attract more

people to its facilities each year who will stay longer and spend more. It also assumes that fees and prices will be adjusted to keep up with inflation.

Accepting these assumptions, it is estimated that operating costs will rise to \$2,989,177 in fiscal year 1979-80 and to \$3,288,094 in fiscal year 1980-81. Projected non-tax revenues will rise to \$1,528,736 in fiscal year 1979-80 and to \$1,693,135 in fiscal year 1980-81 for 51 percent of the operating costs for the first year and 52 percent for the second.

While the Zoo Division will not have achieved the goal of 60 percent set by the Board, it will have more than achieved the 50 percent figure suggested by the Development Plan and will have kept the commitment to the voters of spending at least \$3 million in capital improvements over the life of the tax levy. Meanwhile, it will be necessary to seek ways of holding down costs through better management if the 60 percent figure is to be achieved.

The cost of the operations as budgeted increased 20 percent from fiscal year 1976-77 to 1977-78 and another 16 percent from 1977-78 to 1978-79. Much of this increase is attributable to the catch-up necessary to bring the Zoo back to an even minimal operating condition. None the less, all departments have been instructed to submit budgets with no more than a 10 percent increase in fiscal year 1979-80, including costs related to new exhibits. They have also been instructed to identify priority cut packages if they are asked to operate at 90 percent of this year's budget.

	<u>Budget 76-77</u>	<u>Budget 77-78</u>	<u>Budget 78-79</u>	<u>Projected 79-80</u>	<u>Projected 80-81</u>
Operations and Maintenance	\$1,950,602	\$2,348,868	\$2,727,090	\$2,989,177	\$3,288,094
Non-tax Revenues	<u>814,400</u>	<u>1,083,600</u>	<u>1,328,252</u>	<u>1,523,736</u>	<u>1,693,135</u>
Difference	<u>\$1,136,202</u>	<u>\$1,265,268</u>	<u>\$1,398,838</u>	<u>\$1,465,441</u>	<u>\$1,594,959</u>
Non-tax Revenues as a Percentage of Operations and Maintenance	42%	46%	49%	51%	52%

INFORMATIONAL REPORT

It is very appropriate that Mr. Herb Hardy should join us at what may be the last meeting of the MSD Board as originally constituted. As you all know better than I, he was extremely involved in getting this experiment in regional government started.

Early this year I visited with Herb in his office and we discussed the possibility of attracting private funds to help the Zoo's development program. At this meeting or a subsequent one he mentioned a client who was a fisherman and who might be able to help the Zoo. Herb and I discussed the impossibility of maintaining captive adult salmon and we then hit upon the idea of a beaver pond as the means of having an exciting zoo exhibit as well as allowing a display of native fish.

I wrote Herb a letter describing a "beaver exhibit and museum" (to interpret these marvelous animals with such things as an oversized beaver lodge that small children could walk through) and later we visited a beaver exhibit at Northwest Trek, a drive-through zoo near Mt. Rainier. I then provided Herb with a schematic rendering of the facility and a skeletal model of a beaver.

Herb is here to tell you the rest of a very happy story.

INFORMATIONAL REPORT:

THE PRIMATE HOUSE PROJECT HAS BEEN BROKEN OUT INTO SIX SUB-PROJECTS:

1. ORANG UTAN,
2. CHIMPANZEE,
3. NORTH - INSIDE AND OUTSIDE,
4. SOUTH - INSIDE,
5. LEMUR ISLAND, AND
6. MARMOSET.

ALL SIX SUB-PROJECTS HAVE BEEN THOROUGHLY DISCUSSED AND THE FIRST ATTEMPT AT GETTING COST ESTIMATES HAS BEEN DONE BY THE ARCHITECTS. AT THIS POINT, COSTS ALL APPEAR TO BE HIGH, BUT WE ARE CONTINUING TO GO THROUGH THE DESIGN PROCESS. REPRESENTATIVES OF SHELDON EGGLESTON ASSOCIATES, AIA, WILL GIVE A BRIEF REPORT ON THE PROJECT TO DATE.