



**Oregon Zoo Bond
Citizens' Oversight Committee**
Wednesday, November 18, 2020
3 to 5 p.m.

Oregon Zoo Bond
Citizens' Oversight
Committee Meeting
Nov. 18, 2020
Agenda

Please join my meeting from your computer, tablet or smartphone:
<https://us02web.zoom.us/j/82433147506?pwd=SjRKSG5BQUQvYkVWZzJRdkVITUtdz09>

Meeting ID: 824 3314 7506

Passcode: 983580

You can also dial in using your phone.

United States: [+1 \(253\)215.8782](tel:+12532158782)

AGENDA

ITEM	ACTION	ANNUAL REPORT	LEAD	TIME
A. Welcome / Introductions <ul style="list-style-type: none"> • Agenda overview • Virtual meeting etiquette • Introductions & check-ins 	Review		Susan Hartnett	3:00
B. Minutes of September 9, 2020 Committee meeting	Approve		Susan Hartnett	3:20
C. Monthly Project Status Reports <ol style="list-style-type: none"> 1. Polar Passage/Primate Forest/Rhino Habitat 2. Percent-for-Art – No report 3. Interpretive Experience – No report 	Discuss	Page 29, 40	Jim Mitchell and Kate Giraud	3:25
D. Program Status and Financial Information	Discuss	Page 40	Sarah Keane	4:00
E. Program and Projects Schedule	Discuss		Sarah Keane	4:20
F. Oversight Committee report	Discuss	Page 22	Susan Hartnett	4:25
G. Zoo and Oregon Zoo Foundation Update	Discuss	Page 29	Sarah Keane, Bob Lee, and Julie Fitzgerald	4:30
H. Open Discussion/Questions			Susan Hartnett	4:50

Upcoming meeting dates – Wednesdays, 3 to 5 p.m. (TBD location virtual or Oregon Zoo)

Feb. 10, 2021

May 12, 2021 – FINAL MEETING

Sept. 15, 2021 – *keeping on calendars in case it is needed*



Oregon Zoo Bond
Citizens' Oversight
Committee Meeting
Nov. 18, 2020
Minutes

Oregon Zoo Bond Citizens' Oversight Committee

Oregon Zoo – Zoom
Wednesday, September 9, 2020
3 to 5 p.m.

MINUTES

MEMBERS PRESENT

Susan Hartnett (Chair)
Dan Aja
Naomi Bishop
Heidi Goertzen
Daniel Hauser
Nan Heim
Jill Mellen
Javier Mena
Chin See Ming
Robyn K. Pierce
Katherine A. Porras
Dick Stenson
Christine L. Taylor
Karen Weylandt

MEMBERS ABSENT

Kevin Spellman
Laurel Brown
Emma Stocker

GUESTS

None

ELECTED OFFICIALS AND STAFF

Beth Cohen
Shirley Craddick
Scott Cruickshank

Julie Fitzgerald
Caleb Ford
Kate Giraud
Sarah Keane
Jim Mitchell
Don Moore
Joel Morton
Linnea Nelson
Maureen Newman
Staci Pfau
Heidi Rahn

AFFILIATION

Retired from Spectator Venues, City of Portland
Banfield Pet Hospital
California State University, Northridge (professor *emerita*)
Becker Capital Management
Oregon Center for Public Policy
Nan Heim Associates; Oregon Zoo Foundation Board of Directors
Research Biologist
Portland Housing Bureau, City of Portland
Gilbert Levy Bennett
Pierce, Bonyhadi & Associates
Meyer Memorial Trust
Retired healthcare executive; community volunteer
Miller Nash Graham & Dunn
Retired from Providence Health & Services

AFFILIATION

Spellman Consulting, Inc.
Assistant Director of Facilities Operations, Reed College
Emergency Management, Portland State University

AFFILIATION

Parks and Nature
Metro Councilor
Interim Director, Oregon Zoo & General Manager, Metro Visitor Venues
Oregon Zoo Foundation Executive Director
Metro Deputy Chief Financial Officer
Oregon Zoo Bond Project Manager
Zoo Administration and Finance Director
Oregon Zoo Bond Construction Manager
Emeritus Oregon Zoo Director
Metro Senior Attorney
Assistant Management Analyst
Oregon Zoo Administrative Specialist III
Oregon Zoo Bond Project Manager
Capital Asset Management Director

Melanie Reinert
Utpal Passi
Ruth Walkowski
Laura Weiner

Parks and Nature
Deputy Director, Zoo Operations
OZF Director of Finance and Operations
Care, Connection and Conservation Administrative Specialist IV

A. Welcome / Introduction

Susan Hartnett, Oregon Zoo Bond Citizens' Oversight Committee Chair, opened the meeting at 3:03 p.m. Susan shared virtual meeting etiquette, acknowledged the fire devastation in Oregon and showed a cute TikTok video of the new baby red panda.

The committee recognized Dr. Don Moore for his valued contributions to the Bond Citizens' Oversight Committee. Dr. Jill Mellen had special thanks to share with Don on behalf of the committee. Don really appreciates the committee's warm thoughts and their hard work. He has deep appreciation for the committee's work.

Susan introduced Scott Cruickshank as the acting Zoo Director. He is getting married on Sept. 12. Susan congratulated Laura Weiner who has accepted a management position at the Henry Vilas Zoo in Madison, WI. Attendees introduced themselves and many shared additional thanks and appreciation to Dr. Moore for his work at the Oregon Zoo.

B. Approval of May 13, 2020, Oversight Committee meeting minutes

Robyn Pierce approved with Dick Stenson as second, the minutes of the May 13, 2020, Oregon Zoo Bond Citizens' Oversight Committee ("Oversight Committee" or "the Committee") meeting.

C. Monthly Project Updates

Polar Passage/Primate Forest/Rhino— Jim Mitchell began the updates:

- Construction has progressed to a point where potential unknowns are no longer a factor. Kitchen equipment that was previously value engineered out of the project due to budget has been purchased using the project contingency, the amount is \$124,000. This completes the cafe equipment needs.
- The project is busy with 17 trades on site. Strict COVID protocols are being followed.

Project expected completion dates:

Rhino Habitat – 10/2020

Primate Forest – 10/2020 **Work to complete at Red Ape results in a dead end path at Primate Forest, unsure at this time how COVID protocols may impact guest access**

Red Ape – 11/2020 Complete remodel work.

Café – 11/2020

Polar Passage – 12/2020

Kate Giraud walked the committee through the newest project photos highlighting:

- All exhibit glass is now installed. Bird friendly GlasPro glass, very thick for animal containment.
- Habitat posts in Polar Passage have been installed.
- Deep pool is being worked on in Polar Passage with 8 foot depth of underwater viewing.
- Artic Science Center is coming together. Keepers will be able to open up locking glass doors and engage with polar bears in front of guests.
- Salt water filtration systems cleans water once an hour!
- Growler's Pizza & Beer is coming together. Finishes are going in.
- Zoo Street will be paved in 3 weeks.
- The upper primate habitat viewing off of Zoo Street has been redone to include an ADA path. At this point, the primate building is complete and work is being done on the habitats.
- Two live trees have been planted in the chimp mesh habitat. Logs have been added, as well.

- Due to COVID, punch lists and reviews are being conducted via zoom with architect and contractors.

Percent-for-Art— no report but Susan asked about the ETA for installation. According to Jim, expected installation is late December. Kate shared that the artists are in Madrid and may not be present for installation due to COVID restrictions.

D. Program Status and Financial Information at a Glance

Sarah discusses program financials and closeout. We recorded receivable of \$666K from OZF to be paid in September. Arbitrage was paid out of interest earnings in the amount of \$624K. COBID = 14.4 % (just under goal of 15%).

Susan shares that Sarah will provide options of what can be done with the remaining funds in the contingency. These remaining funds are from OZF and are not part of the Bond funds. There is a desire to receive the committee's input and support on how to use these funds but there will not be a vote. Approximately \$114,000 is needed for close out activities (tree mitigation, Education Center siding and staffing for administrative close-out, records retention, oversight final report, etc.). The anticipated range of funds remaining is \$750,000 - \$1,500,000. Sarah proposed the following options depending on amounts available:

- A** – update master plan
- B** – update master plan, touch up and add on to bond projects
- C** – update master plan, touch up and add on to bond projects, and pay for year 1 of operating costs of the new habitats

Naomi asked how these plans connect to the state of the Zoo due to COVID. Sarah shared that the Zoo is facing an \$8.5 million revenue loss. The Zoo has received funding from OZF, Metro and the State of Oregon which will really help through this year. Funding for future years is concerning. The Zoo is planning for Zoo Lights this year and hope to net \$300,000-400,000.

Robyn inquired if the funds are restricted. Susan reiterated that all bond and restricted funds are to be used on the projects and any remaining funds will be unrestricted. The bond team planned to wrap up the program in this way to provide more flexibility for the zoo.

Chin Ming asked how COVID may have impacted the contractors' bottom line. Jim said they have not seen any impacts to schedule or deliveries due to COVID. Performance has been great with strict protocols.

Committee shares their support of suggested spending scenarios.

E. Program Schedule

Project anticipated completion dates were reiterated.

F. Committee Annual Report—subcommittee selection.

Oversight Committee Report - Susan explained that they will convert the annual report into a final report. Suggested that in February the committee explores what this will look like. The final report could wait until June 2021. Susan asked for volunteers to join the subcommittee to work on the final report and tasks. **Christine Taylor, Naomi Bishop, Robyn Pierce** volunteered. There was a suggestion to ask

Kevin, Laurel and Emma as they are not in attendance today and have showed prior interest in reporting.

G. Zoo and Oregon Zoo Foundation Update

Zoo Updates - Sarah shared that animal welfare and community connection were the guiding principles when making financial decisions. Many tough decisions around staffing were made. The education department had the most dramatic impact with an 85% staff reduction. ZAP Teen Program and Community Advocacy Council remain as they connect closely to the Zoo's DEI goals. The Education Center has remained closed to guests as it is indoors.

Black bears might be brought down to test our polar bear habitat. Evacuated 4 condors to vet medical center due to fires. The situation is being closely monitored. Red Panda kid is moving around well. Facility crew reinforced netting to remove smaller holes. Condors slated to be released in Northern CA next year. Working to reopen Giraffe feeding deck with COVID precautions.

OZF Update - Julie shared that OZF is in the last year of their \$8.5 million campaign. Thankfully the campaign was setup to do most of the fundraising on the front end. As of June, 89% of the funds had been raised.

Additional recent funding opportunities have led to an expanded donor base. Below are some examples of recent successes:

- \$200,000 dedicated to an additional primate climbing structure
- \$43,000 raised in a crowd funded emergency red panda baby shower (in only 1 week!)
- \$500,000 potential grant from Murdock Charitable Trust (anticipated notification in November)

H. Open Discussion/Questions

Sarah would like the committee to start thinking about how to celebrate both the end of the Bond and the individual projects. At this time, it is unclear what the celebrations will look like during a pandemic. The process may include: sneak previews and tours, public tours of behind-the-scenes areas, grand opening ceremonies, member preview day(s) and opening weekends.

Rhino Ridge and Primate Forest will include separate events when animals arrive, likely in spring 2021.

Polar Passage will likely include a grand opening ceremony to celebrate the entire Bond program. This habitat is the most likely option for public behind-the-scenes tour options prior to animals arriving. At least one polar bear is expected to arrive in late spring.

Susan asked for committee interest in helping with the celebration planning. **Jill Mellen, Nan Heim and Robyn Pierce** volunteered.

Susan closed the meeting at 4:45 p.m.

Upcoming 2020 meeting dates –Wednesdays, 3 to 5 p.m.:

Nov. 18, 2020* ***Change in schedule to 3rd Wednesday due to holiday**

Feb. 10, 2021

May 12, 2021 – FINAL MEETING

Sept. 15, 2021 – Keeping on calendars in case needed



Oregon Zoo Bond Project Status Report Polar Passage/Primate Forest/Rhino Habitat

Project Title: Polar Passage/Primate Forest/Rhino Habitat	Project Manager: Jim Mitchell
Reporting Period #057/Status Date: October 30, 2020	Project Manager Phone: 503-914-6025
Architect/Engineering Design Consultant: CLR Design	Construction Manager/General Contractor: Lease Crutcher Lewis (LCL)
Polar Passage Project Description: The new polar bear habitat is needed to increase access to natural substrate; increase the efficiency of the water-filtration system; reduce temperatures; chill the pool water; and increase both land and pool space. Construct modern natural holding areas with better lighting and ventilation, allowing better care for the animals. Space requirements, water quality and housing conditions will meet or exceed the Manitoba Protocols established for zoo polar bears. New utilities will complete the system upgrade installed with previous bond-funded projects. Guest services will be enhanced at the new central plaza.	
Primate Forest/Rhino Habitat Project Description: The current schematic design demolishes the existing building (except for the newer Red Ape Reserve) and rebuilds on the current primate site for chimpanzees. Orangutans will live in the existing Red Ape Reserve. The Metro Council approved the project scope modifications on March 16, 2017. Rhino Habitat: Remove the hippo dump-and-fill pool, remove the barrier between the rhino/hippo habitats and re-grade both habitats for rhino use only.	

Status at a Glance

Status Item	On Track	Caution	Off-track
Budget	X		
Schedule and signoffs	X		
Deliverables	X		

LEGEND:

	Moving along nicely, no significant concerns at this time.
	Must be addressed or may be escalated to off-track mode.
	Causing significant impact to the project.

Design and Construction Schedule

START DATE		COMPLETION DATE	
ESTIMATED	CONTRACT	ESTIMATED	SUBSTANTIAL COMPLETION
05/2016	6/2016	1/2021	TBD

Project Budget and Expenditures

ORIGINAL BASELINE	REVISED BASELINE	COSTS TO DATE OF STATUS	ESTIMATE AT COMPLETION	ESTIMATED BUDGET VARIANCE
\$34,348,074	\$47,202,256*	\$39,157,652	\$47,202,256	\$0

*On Feb. 4, 2016, the Metro Council approved the bond team's recommendation to increase the Polar Passage project budget by \$2.6 million to cover escalation costs exceeding the original estimated escalation.

On March 16, 2017, the Metro Council approved additional bond fund resources increasing the Polar Passage project budget by \$3,248,334 (\$2,200,000 from OZF and 1,048,334 from the program contingency) and increased the Primate Forest/Rhino project budget by \$2,605,848 to offset escalation costs.

On April 6, 2017, the Metro Council approved an exemption to competitive procurement by combining Polar Passage and Primate/Rhino projects under the existing design and Construction Management/General Contractor contracts to save an estimated \$1.3 million in construction costs. Project budgets and schedules have been combined.

In August 2017, the Nancy Parr estate donation of \$237,333 for Primate Forest was added to the project budget.

On October 5, 2017, OZF approved \$750,000 (including the \$237,333 Nancy Parr estate donation) for Primate Forest and \$250,000 for Rhino.

On April 5, 2018, OZF approved redirecting \$500,000 previously committed for Polar Passage maternity den (which will not be built in this phase) to fund the rhino habitat project in total, \$750,000. Bond funds previously allocated for the rhino project will be redirected to the Polar Passage project.

On Feb. 7, 2019, the Metro Council allocated \$3,200,000 to the Polar Passage/Primate Forest/Rhino project (\$1,952,000 to the Polar Passage budget and \$1,248,000 to the Primate Forest budget) from unallocated contingency and other project savings.

On July 27, 2020, OZF confirmed \$200,000 funding for Primate Forest chimp climbing structures in the existing moated habitat.

Critical Issues

None at this time

Summary Status

Milestones/deliverables/information items for this reporting period:

- LCL has submitted a claim for an extension of time due to sequencing of construction and Zoo Lights route utilizing the North Meadow service road. The storage building construction and associated paving will be extended one month due to its proximity to the service road as well as event space pavers, fencing and landscape. Completion of Polar Passage will not be affected. The completion dates will be updated once the claim is reviewed and approved.
- The City has issued a Certificate of Occupancy for the Primate building and the chimps have moved into the new building and meshed habitat. The keepers said they are enjoying their new place and have made themselves at home.
- The project is 83% complete.
- Contingency is 13% of cost to complete.
- Construction change orders are 6.4% of the construction contract amount.

Construction progress:

- All three pools at Polar Passage have passed the bucket test for leaks.
- Shotcrete retaining walls and boulder walls are in progress.
- Polar perimeter fencing posts and dig barriers are in progress.
- The habitat hills are being formed and upright deadfall trees have been installed.
- Landscaping and visitor exclusion fence is being completed at Primate Forest and Guest Services is working through a plan for a temporary route for visitors in and out on the path from Zoo Street. The permanent visitor path for Primate Forest through the Red Ape tunnel will open in mid-December.

Planned milestones/deliverables/information for the next reporting period:

- Continue with construction on the main package.

Schedule completion date for individual projects:

- The completion dates for individual project components are as follows:
 - Rhino Habitat – 10/2020
 - Primate Forest – 10/2020
 - Red Ape – 12/2020 Complete remodel work.
 - Café – 12/2020
 - Polar Passage – 1/2021
 - Storage Building – 2/2021



Oregon Zoo Bond Program
 Project Status and Financial Information at a Glance
 Expenditures and Revenue through September 2020

Oregon Zoo Bond
 Citizens' Oversight
 Committee Meeting
 November 18, 2020
 Agenda item D

Program Budgets and Expenditures						Project Budgets	Zoo Bond Fund Expenditures	Nonbond Fund Expenditures	Total Project Expenditures	Project Forecasted Total Expenditures
Construction Projects	Pre-Schematic Design	Design Development	Construction Docs	Contracting	Construction					
Veterinary Medical Center	Complete	Complete	Complete	Complete	Complete	\$ 9,464,299	\$ 8,840,329		\$ 8,840,329	\$ 8,840,329
Penguin Life Support System	Complete	Complete	Complete	Complete	Complete	\$ 1,800,000	\$ 1,762,250		\$ 1,762,250	\$ 1,762,250
Water Main Building	Complete	Complete	Complete	Complete	Complete	\$ 267,459	\$ 242,495		\$ 242,495	\$ 242,495
Elephant Lands	Complete	Complete	Complete	Complete	Complete	\$ 57,561,443	\$ 54,147,246	\$ 3,260,000	\$ 57,407,246	\$ 57,407,246
Condors of the Columbia	Complete	Complete	Complete	Complete	Complete	\$ 2,628,592	\$ 2,215,609		\$ 2,215,609	\$ 2,215,609
Remote Elephant Center					Project Eliminated	\$ 117,864	\$ 39,672	\$ 78,191	\$ 117,864	\$ 117,864
Education Center	% Complete	Complete	Complete	Complete	Complete	\$ 17,699,157	\$ 15,936,863	\$ 1,613,343	\$ 17,550,205	\$ 17,482,791
Polar Passage/Primate Forest /Rhino	% Complete	Complete	Complete	Complete	83%	\$ 47,202,256	\$ 38,407,652	\$ 750,000	\$ 39,157,652	\$ 47,202,256
Electrical Infrastructure	% Complete				99%	\$ 1,500,000	\$ 1,488,333		\$ 1,488,333	\$ 1,500,000
Close-out Contingency	% Complete					\$ 1,000,000	\$ 35,950		\$ 35,950	\$ 844,805
Interpretives	Condors Interp.	Elephants Interp.	Wayfinding							
Program Interpretive Experience	Complete	Complete	95%			\$ 2,766,640	\$ 2,233,854	\$ 301,993	\$ 2,535,847	\$ 2,550,000
Percent-for-Art	VMC Art	Art Program Planning	East Plaza Art	West Plaza Art	Central Plaza Art					
One-Percent-for-Art Requirement	Complete	Complete	Complete	Complete	93%	\$ 843,154	\$ 713,391	\$ 50,000	\$ 763,391	\$ 810,000
Planning Projects	Proposals Submitted	Contract Award	Interim Reports	Final Deliverables	Close-out					
Comprehensive Capital Master Plan	Complete	Complete	Complete	Complete	Complete	\$ 1,850,000	\$ 1,691,504		\$ 1,691,504	\$ 1,691,504
Stormwater/ Wastewater Analysis	Complete	Complete	Complete	Complete	Complete	\$ 160,000	\$ 159,979		\$ 159,979	\$ 159,979
Stormwater Minor Projects & Campus St	Complete	Complete	Complete	Complete	Complete	\$ 386,797	\$ 386,797		\$ 386,797	\$ 386,797
Land Use Processes	Project Scope and Baselines	Technical Studies and Application	Public meetings	Submit CU MS to City for Approval	Land Use Approval Process					
Land Use – New CUMS	Complete	Complete	Complete	Complete	Complete	\$ 796,785	\$ 816,777		\$ 816,777	\$ 816,777
Land Use – Amended CUMS	Complete	Complete	Complete	Complete	Complete	\$ 110,429	\$ 142,617		\$ 142,617	\$ 142,617
Program Administration										
Program Administration, Metro Central Support and Bond Issuance						\$ 8,850,000	\$ 7,559,140		\$ 7,559,140	\$ 8,850,000
Unallocated Program Contingency										
Unallocated Program Contingency										\$ 2,691
Expenditure Totals							\$ 136,820,457	\$ 6,053,527	\$ 142,873,984	\$ 153,026,008

Program Resources	Expected Amount	Zoo Bond Fund Revenues Received	Nonbond Revenues Received	Total Revenues Received/Issued	Funds Not Yet Received
General Obligation Bonds, premiums and interest	\$ 143,446,320	\$ 144,099,436		\$ 144,099,436	
Oregon Zoo Foundation	\$ 8,118,000		\$ 6,651,333	\$ 6,651,333	\$ 1,466,667
Grants, donations, rebates and partner investments	\$ 1,461,689		\$ 1,461,689	\$ 1,461,689	\$ -
Resource Totals	\$ 153,026,008	\$ 144,099,436	\$ 8,113,022	\$ 152,212,457	\$ 1,466,667



PROJECTS SCHEDULE
Oregon Zoo Bond Program
 As of October 30, 2020

Oregon Zoo Bond
 Citizens' Oversight
 Committee Meeting
 November 18, 2020
 Agenda item E

Task Name	Start	Finish	2020	2021
			Qtr 4	Qtr 1
			Qtr 2	Qtr 3
			Qtr 4	Qtr 1
			Qtr 2	
Projects Schedule 20201030	Thu 10/1/09	Wed 3/10/21		
Water Main Building	Mon 10/26/09	Fri 7/29/11		
Veterinary Medical Center	Thu 11/12/09	Tue 1/24/12		
Land Use Permits	Tue 3/16/10	Mon 1/28/13		
Comprehensive Capital Master Plan	Wed 6/2/10	Thu 11/3/11		
Penguinarium Filtration	Mon 11/1/10	Wed 2/29/12		
Condors of the Columbia	Wed 7/25/12	Tue 3/4/14		
Elephant Lands	Mon 11/7/11	Mon 12/7/15		
Percent for Art	Thu 10/1/09	Thu 10/22/20	Percent for Art	
VMC Commissioned Art	Thu 10/1/09	Tue 1/24/12		
Art Conservation/Remove-Relocate Art	Wed 5/16/12	Sat 6/30/18		
Major Art Commission #1 (Elephant Lands)	Mon 5/13/13	Wed 9/30/15		
Major Art Commission #2 (Education Center)	Tue 4/1/14	Wed 11/30/16		
Major Art Commission #3 (Polar Passage)	Tue 3/1/16	Thu 10/22/20	Major Art Commission #3 (Polar Passage)	
Interpretive Experience	Mon 3/19/12	Fri 9/25/20	Interpretive Experience	
Interpretive Roadmap	Mon 3/19/12	Sun 9/30/12		
Condors of the Columbia Interpretives	Thu 6/14/12	Fri 3/7/14		
Elephant Lands Interpretives	Mon 6/25/12	Fri 11/13/15		
Wayfinding Design/Solicitation	Mon 3/17/14	Thu 12/31/15		
Wayfinding Construction/Install Pylons/4 Kiosks	Sat 1/2/16	Wed 6/28/17		
Wayfinding Install Central Plaza Kiosk; Post-construction	Mon 8/3/20	Fri 9/25/20	Wayfinding Install Central Plaza Kiosk; Post-construction	
Education Center	Thu 3/21/13	Fri 6/30/17		
Early Demolition	Thu 3/21/13	Wed 6/12/13		
RFP Design	Tue 1/21/14	Fri 4/18/14		
Design	Mon 4/21/14	Fri 9/11/15		
Construction	Tue 9/15/15	Wed 12/28/16		
Post Construction	Thu 12/29/16	Fri 6/30/17		
Polar Passage/Primate Forest/Rhino Habitat	Tue 2/9/16	Wed 3/10/21	Polar Passage/Primate Forest/Rhino	
RFP Design	Tue 2/9/16	Mon 6/20/16		
Polar Passage Design	Tue 6/21/16	Sun 5/13/18		
Primate Forest/Rhino Habitat Design	Thu 11/17/16	Fri 8/31/18		
Construction	Mon 6/4/18	Thu 1/7/21	Construction	
Post Construction	Fri 1/8/21	Wed 3/10/21	Post Construction	
Electrical Infrastructure	Mon 4/3/17	Fri 5/31/19		

Staff Responses to 2019 Recommendations from the 2019 Oregon Zoo Bond Citizens' Oversight Committee Annual Report

(2019 Report was presented to the Metro Council in May 2020)

Updated 11-7-20

Listed in order of occurrence in the report:

Legend:

- ✓ task will be substantially complete by November meeting
- 📅 task will be complete by end of year
- ◆ task was addressed at an oversight meeting
- task will be completed with end of program or after

	Task	Project/Report Topic	Status	Date	OC Mtg	Memo, Presentation or Comment	2019 Report Response
→	1 The committee carries forward its 2018 recommendation that the Education Center continue data collection on energy use in order to achieve the International Living Future Institute (ILFI) zero energy bond certification.	Infrastructure and Sustainability: Overview (Section 1A3, pages 12-15)	In progress			Memo	Data collection required to meet net zero reporting was interrupted by COVID-19. The project is in a hold status with ILFI until the Zoo returns to normal operations. After which building use and operation will need to be evaluated to determine if further engineering analysis is needed to justify data and/or adjust building systems.
→	2 The committee recommends moving from issuing quarterly Equity in Contracting reports to issuing one final report at the end of the program	Diversity in Contracting: Overview (Section 1A4, pages 15-19)	Not Started				Bond program staff commit to issuing a final Equity in Contracting report at the end of the program. The report will be distributed to bond oversight committee members and posted on the zoo's website.
✓	3 The committee recommends the regular meeting agenda include any changes to COBID utilization.	Diversity in Contracting: Overview (Section 1A4, pages 15-19)	Ongoing	ALL	◆	Report out by Sarah Keane	The COBID utilization rate is shared at each oversight meeting during the Program and Financial Update section.
✓	4 The committee carried forward its recommendation that Metro maintain clarity about roles, responsibilities, and lines of authority with particular attention to the need to adjust program size and capacity as the bond program comes to a close.	Program Governance and Structure: Overview (Section 1A5, pages 20-22)	Ongoing			Comment	As the bond program nears completion, staffing levels will continue to be adjusted to an appropriate level. Staff will continue to provide the committee with regular updates.
✓	5 The committee continues its 2018 recommendation that the Oregon Zoo continue to work with professional networks to optimize the positive result of bears being placed in appropriate habitats, including Polar Passage.	Polar Passage, Primate Forest, and expanded rhino habitat (Section 1B1, pages 25-32)	Completed			Comment	Curator Amy Cutting has been working with our professional colleagues within US federal agencies, AZA-accredited zoos, the AZA polar bear Species Survival Plan advisory teams, and professionals within the Association of Zoos and Aquariums (AZA) itself to develop placement protocols for polar bears. It is currently anticipated that there will be at least one polar bear placed at Polar Passage in the new year.
📅	6 The committee recommends that the zoo refine and finalize the Interpretive Framework and adopt a formal policy that it be used for development of future interpretives and updates of existing interpretives.	Interpretive Experience (Section 1B2, pages 33-34)	In progress			Memo	The Interpretive Framework is finalized with the next steps being to adopt a formal policy. A memo will be sent to the committee by 12/31/2020 indicating if the policy was officially adopted.
📅	7 The committee recommends that the project team track the storage of the art pieces and carefully coordinate its final installation.	Percent for Art (Section 1B4, pages 35-36)	In progress			Comment	Kate Giraud, Bond project manager, is coordinating the Polar Passage art installation with the commissioned artists and Regional Art and Culture Council. The final installation is currently scheduled for January 2021. The four art pieces are safely stored at the Expo Center and will be carefully relocated to the construction site and installed by Lease Crutcher Lewis. Due to COVID-19 travel restrictions, the Spain-based artists will be present during the installation process via video call to provide input and placement approval.

Staff Responses to 2019 Recommendations from the 2019 Oregon Zoo Bond Citizens' Oversight Committee Annual Report

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	Task	Project/Report Topic	Status	Date	OC Mtg	Memo, Presentation or Comment	2019 Report Response
✓	8 The committee carries forward its 2018 recommendation that the zoo have a plan to offset any reduced cash flow during this final stage of construction.	Overall Program Spending: Budget and Expenditures (Section 2A1, pages 39-43)	Completed			Comment	Despite, financial challenges brought on by the COVID-19 pandemic zoo leadership remains confident in the zoo's ability to plan in to a slow recovery. The zoo balances its budget annually based on a five year forecast and conservative assumptions. In addition, financial results are monitored through the year, and operations are adjusted as necessary.
✓	9 The committee carries forward its 2018 recommendation that staff continue monitoring construction costs and project and program contingencies.	Overall Program Spending: Budget and Expenditures (Section 2A1, pages 39-43)	Ongoing	ALL	◆	Report out by Jim Mitchell	Zoo bond staff continue to closely monitor construction costs, upcoming change events and provide frequent reports that address issues as they arise.
✓	10 The committee recommends that program and Metro staff monitor construction costs and to utilize project and program contingency reserves as needed to ensure the final projects are successfully implemented.	Cost Projections: Master Plan Implementation (Section 2B1, page 45)	Ongoing	ALL	◆	Report out by Jim Mitchell	Jim Mitchell, Oregon Zoo Bond Construction Manager, and the Bond project managers, formally monitor construction spending once a month utilizing the Project Outcome Report which tracks all contract amounts, costs to date, and future costs. The project contingency is 13% of the amount remaining to spend and the project is 85% complete. All of the program contingency has been allocated.
✓	11 The committee recommends project and Metro staff investigate options for the use of unallocated close out contingency funds and provide a report to the committee in 2020.	Cost Projections: Administrative Costs (Section 2B2, pages 46-47)	In progress	Sep-20	◆	Presentation	Sarah Keane, Finance Director, presented a tiered proposal for use of remaining funds including refreshing the master plan, bond project touch ups, and year 1 operating costs of the new habitats. Oregon Zoo Foundation is reviewing the proposal with board executives for an official path forward.
→	12 The committee carries forward its recommendation that the Education Center continue to be operated in a way that optimizes net-zero energy goals while achieving other program goals.	Appendix A: Education Center (Section A12, pages 78-84)	Ongoing				Zoo program staff operating in the Education Center have been trained and understand the importance of operating the building to maintain net zero energy operations. Zoo facilities has added preventative maintenance procedures to maximize solar production. It should be noted that due to COVID-19 most parts of the building have been largely unused. Upon reopening of the spaces to the public the zoo commits to retraining staff regarding proper operations.