

MINUTES OF THE MANAGEMENT COMMITTEE OF THE
METROPOLITAN SERVICE DISTRICT

May 21, 1987

Councilors Present: Tanya Collier, Gary Hansen, Sharron Kelley,
Tom DeJardin (alternate) and David Knowles
(alternate).
NOTE: Councilor Knowles did not vote on
any actions.

Councilors Absent: Larry Cooper and Jim Gardner

Staff Present: Alan Goff, Chuck Stoudt, Tuck Wilson, Neil
McFarlane, Jan Schaeffer and Ray Barker

Deputy Chair Kelley called the meeting to order at 5:30 p.m.

Approval of Transfers Related to Councilor Expenses and Per Diem

Chair Kelley reported that per the Council's guidelines, three Councilors had requested the Management Committee approve requests to transfer funds from their Expense Accounts to their Per Diem Accounts: 1) Councilor DeJardin - \$600; 2) Councilor Kelley - \$650; and 3) Councilor Ragsdale - \$300.

Motion: Councilor DeJardin moved the above transfers be approved and Councilor Collier seconded the motion.

Vote: A vote on the motion resulted in:

Ayes: Councilors Collier, Hansen, Kelley and DeJardin

Absent: Councilors Cooper, Gardner and Knowles

The motion carried.

3. Approval of Minutes

Motion: Councilor Hansen moved the minutes of April 16, 1987, be approved and Councilor Collier seconded the motion.

Vote: A vote on the motion resulted in:

Ayes: Councilors Collier, Hansen, Kelley and DeJardin

Absent: Councilors Cooper, Gardner and Knowles

The motion carried.

4. Consideration of a Contract with Waste-Go for Refuse Hauling and Dropbox Service at the Washington Park Zoo

Alan Goff, Zoo Buildings & Grounds Manager, reviewed staff's written report. He explained Waste-Go's bid was considerably lower than the

highest bidder because of the contractor's desire to establish his business in the Portland area. The contractor had similar business experience outside the region, however, and his references checked out favorably. The Goff also explained the Zoo would realize substantial cost savings due to a cardboard recycling program.

Motion: Councilor DeJardin moved the contract be approved.
Councilor Collier seconded the motion.

Ray Barker, Council Assistant, noted the staff report had not indicated a recommendation from the Executive Officer. Chuck Stoudt reported the Executive had no recommendation to make on the matter. Chair Kelley requested the Executive Officer's specific recommendation be included in future written staff reports. She also requested staff develop a standard format for reporting comparative bid or RFP information.

Vote: A vote on the motion resulted in:

Ayes: Councilors Collier, Hansen, Kelley and DeJardin

Absent: Councilors Cooper, Gardner and Knowles

The motion carried.

At the end of the meeting, Exra Koch, principal owner of Waste-Go, addressed the Committee. He explained the contract represented the company's entrance into the Portland business arena and he was confident the company's experience outside the region would result in a positive experience for Metro.

Councilor DeJardin said the Committee had been reassured by staff regarding the company's low bid and the Committee was confident Waste-Go would stand behind its agreement.

In response to Councilor Hansen's question, Mr. Koch said Waste-Go would dispose of waste at the St. Johns Landfill. Cardboard recyclables would be processed at Northwest Fiber.

1. Consideration of a Contract with Laventhol & Horwath for
Convention Center Marketing Guidelines

Tuck Wilson, Convention Center Project Director, first reported that he had just returned from Salem and that the Convention Center funding bill had been scheduled for a hearing. Staff was lobbying to get the Convention Center funding issue separated from other lottery funding issues.

Mr. Wilson then reviewed staff's written report regarding the proposed contract. He explained that due to time constraints, the

contract had not yet been reviewed by General Counsel but that the review would take place prior to the contract's execution.

Motion: Councilor Hansen moved the contract be approved pending General Counsel's review. Councilor DeJardin seconded the motion.

Chair Kelley questioned Mr. Wilson about the contract sums proposed by those responding to the request for proposals. Mr. Wilson replied that the amount proposed by Laventhol & Horwath was the highest but that the selection committee unanimously agreed the work product and experience of that firm was superior to others submitting proposals.

Chair Kelley said she would not vote to approve the contract because the contract had not been properly reviewed and because staff had not provided written justification for awarding the contract to the highest bidder.

Ray Barker reported that Council Administrator Donald Carlson was concerned the contract had not been reviewed by Metro's Contract Specialist or Legal Counsel and that staff had not requested proposers to submit contract sums when responding to the RFP. Mr. Wilson said staff had asked for proposers for cost estimates.

Councilors Collier and Hansen expressed concern that the Council was often asked to bend procedures and timelines for Convention Center Project contracts. Councilor Hansen explained that because of the Project's committee structure, the Council was sometimes insulated from the Project's business. Because of this, staff needed to take extra steps to fully inform the Council when actions were being requested.

Councilor Knowles said he would work with the Convention Center Project committee and staff to establish a procedure for timely and complete contract review and approval.

Councilor Hansen noted the Management Committee would accommodate staff by holding extra meetings to approve contracts when timing was an important issue.

Vote: A vote on the motion resulted in:

Ayes: Councilors Collier, Hansen and DeJardin

Nay: Councilor Kelley

Absent: Councilors Cooper, Gardner

The motion carried.

2. Consideration of a Contract with the Metropolitan Arts
Commission for Convention Center Public Art Program

Tuck Wilson introduced Councilor Knowles, Chair of the Oregon Convention Center Public Art Advisory Committee. The Councilor reported the proposed contract was developed in order to administer the Convention Center One Percent for Art Program as adopted by the Council. Catherine Gleason, the principle on the project, had vast experience in coordinating public arts. He explained it would be to Metro's advantage to gain from her and the Commission's institutional experience.

A discussion followed about whether the twin towers proposed by the Convention Center architect would be covered under Metro's art program. Councilor Knowles thought the towers -- if they were selected as a design feature -- could be financed with art program funds. He explained it was his desire that art funds be channeled to other projects as well.

Motion: Councilor DeJardin moved the contract be approved pending the General Counsel's review. Councilor Collier seconded the motion.

Ray Baker reported that Donald Carlson requested the contract be prepared on an intergovernmental agreement form. Mr. Wilson said that although the contract was on a personal services contract form, it clearly was an intergovernmental agreement and the General Counsel would determine which form was appropriate.

Vote: A vote on the motion resulted in:

Ayes: Councilors Collier, Hansen, Kelley and DeJardin

Absent: Councilors Cooper, Gardner

The motion carried.

There being no further business, the meeting adjourned at 6:15 p.m.

Respectfully submitted,



A. Marie Nelson
Clerk of the Council