

MINUTES OF THE COUNCIL MANAGEMENT COMMITTEE
OF THE METROPOLITAN SERVICE DISTRICT

January 30, 1986

Committee Members Present: Councilors DeJardin, Kelley, Van Bergen
and Gardner

Committee Members Absent: Councilor Cooper

Staff Present: Don Carlson, Kay Rich, Jeff Booth and
Ed Stuhr

1. Consideration of a Contract with Coopers & Lybrand to Perform
an Information Services Study

Jeff Booth reported funds had been budgeted to hire a consultant to determine the agency's computer needs. He reviewed the process for selecting the contractor and recommended the Committee approve the contract with Coopers & Lybrand.

Councilor Kelley questioned the process for documenting why the contract would be awarded to a particular vendor when the lowest bidder was not selected. Mr. Booth and Kay Rich explained that a number of factors were taken into consideration when making the contractor selection, price being one factor. Consultants were rated on all factors and the consultant receiving the highest rating was recommended for the contract. Rating information would become part of the contract file and would provide documentation for an objective selection process.

Motion: Councilor DeJardin moved the contract be awarded to Coopers & Lybrand and Councilor Van Bergen seconded the motion.

Councilor Van Bergen said he shared Councilor Kelley's concern about the importance of documenting an objective selection process.

Vote: A vote on the motion resulted in:

Ayes: Councilors DeJardin, Kelley, Van Bergen and Gardner

Absent: Councilor Cooper

The motion carried and the contract was approved.

2. Consideration of Change Order No. 11 to the Contract with
Bishop Contractors, Inc. for Additional Work on the West
Bear Grotto Project

Mr. Rich reported the change order was being requested to add the following features to the project: 1) gunnite rock work to the back wall of the sun bear exhibit; 2) covered viewing for the sun bear exhibit; and 3) covered area for the Bear Walk Cafe. The architects

had determined enough funds were in the project contingency fund to cover the additions, he said, and these additions would greatly enhance visitor amenities. Architect David Walters explained the recommended changes in more detail.

Councilor Van Bergen asked if approving this change order would in any way damage the integrity of the original bidding process. Mr. Rich said the changes were included in the original bid as alternates. All contractors bidding on the project submitted similar bids for these alternates, Bishop's bid being slightly lower than all other bids.

In response to Councilor Van Bergen's question, Mr. Rich said the added features would not increase the architect's fee. The contractor's bond would increase slightly and those costs were included in the change order fee.

Motion: Councilor DeJardin moved to approve Change Order No. 11 and Councilor Kelley seconded the motion.

Vote: A vote on the motion resulted in:

Ayes: Councilors DeJardin, Kelley, Van Bergen and Gardner

Absent: Councilor Cooper

The motion carried and Change Order No. 11 to the contract with Bishop Contractors, Inc. was approved.

There being no further business, the meeting was adjourned at 5:30 p.m.

Respectfully submitted,



A. Marie Nelson
Clerk of the Council