

Council Convention Center Committee Minutes

Wednesday, August 24, 1988

4:00 p.m.

Metro, Convention Center Project Office

Attending: Councilors Kelley, Knowles, Waker, Van Bergen
Staff: Neil McFarlane, Neil Saling, Sandy Stallcup
Guests: Ray Phelps, Don Rocks, Don Carlson, Jessica Marlitt, Bob Applegate, Lee Fehrenkamp, Nancy Meyers, Cathie Shelton, Ted Runstein, Betty Klein, Jan Schaeffer,

Councilor Knowles, Chairman, called the meeting to order at 4:05 p.m.

Agenda Item 1. Ratification of minutes dated July 19, and August 3, 1988.

MOTION: Councilor Kelley moved to approve the minutes of July 19 and August 3, 1988. Motion seconded.

VOTE: The motion was approved by a unanimous vote.

Agenda Item 2. Report on Bid Opening

Neil Saling reported the General Contract Bid opening which was held at 2:00 on August 23, 1988. He stated that a memorandum was sent to all Councilors from Rena Cusma, Executive Officer giving a summary of the bid results. A low base bid of \$44,137,000 was submitted by Hensel Phelps, Inc. followed by \$44,200,000 submitted by Hoffman/Marmolejo. The memorandum was also sent to Tom Walsh, Chairman of the Advisory Committee on Design and Construction. Councilor Waker questioned the bid figures on Modernfold.

Neil McFarlane reported that there would be a special meeting on the 29th of August, Monday, at four o'clock for the Council Convention Center Committee to make recommendations to the Council on the General Contract, Bid Package #3. The Metro Council will consider the general contract on September 8. The Council will also receive recommendations from the Advisory Committee on Design and Construction prior to the September 8th meeting.

Agenda Item 3. Review of Metro ERC Personnel Policy.

Chairman Knowles reported this item came to the committee by virtue of the Executive Officer's request for review of Metro E-R Commission personnel policy. He said staff prepared a report and a resolution for consideration. He suggested the resolution be the vehicle to use for action at the conclusion of testimony.

Don Rocks made a report representing the Executive Officer, who initially asked for Council review. He stated the effective date was initially at issue. Ms. Cusma is in agreement with the recommendation, establishing no further need to delay the effective date.

Councilor Van Bergen asked what the ramifications were of the personnel policy on the purchasing policies. Councilor Knowles stated that the purchasing policies would be taken up in a separate meeting.

Commissioner Klein, representing Metro E-R Commission, gave her response to the request for review. She feels that the Executive Officer now is in agreement with the Commission's recommendation of establishing the personnel policies and we no longer need to delay the effective date. There was discussion. Don Rocks concurred that given the recommendation of the language change, with personnel coordination of the the policies at the time of consolidation, it is perfectly acceptable. Chairman Knowles clarified that Metro E-R Commission has the opportunity to review the policies later and the Metro staff is suggesting when there are more facilities, the Commission will want to review them. At that time they will have the opportunity of utilizing Metro's personnel office.

Chairman Knowles said the committee had the staff look for any inconsistencies between Metro's materials and MERC and report the inconsistencies between the set of policies described and the utilization of the personnel coordinator hired by the general manager.

Commissioner Klein said she has done her best to accept this change and be cooperative. The policies will blend together, however it is difficult now because Metro's program is in transition due to the pay and class study. This makes it difficult to tie Metro schedules directly to Metro E-R schedules.

Jessica Marlitt reported on the draft Resolution No. 88-975 at the request of the Council Chair, acting as the task force

to conduct a public hearing. She said that the staff looked for inconsistencies between the set of policies, Council will receive this information. The resolution is the vehicle by which the committee can let the Council know its thoughts on how to deal with this resolution. Also, the committee can indicate whether or not the Council should approve the personnel policies as they stand, modify them or send them back to the Commission.

Marlitt stated of staff commends adoption of the personnel policies, but in a modified form. The modification is to change the terminology on Page 2, Section 2 of "at the discretion of the General Manager" to read "at the discretion of Metro Personnel Officer", until consolidation, and similar changes throughout the policies, changing personnel coordinator to Metro Personnel Officer.

MOTION: Councilor Waker moved to recommend adoption of Resolution No. 88-975 with attachments recommended by staff. Councilor Kelley seconded the motion.

VOTE: Motion passed by a unanimous vote.

Councilor Van Bergen requested the marked up copy of the Metro E-R Commission Resolution No. 8. He requested one package, so that in the future, if there are any questions about discussions, there is access to the information. Chairman Knowles suggested the committee report reflect all the events, because technically the committee is modifying the personnel policy.

Jan Schaeffer, former Metro employee and now with Portland Oregon Visitor Association was introduced by Chairman Knowles. She showed the committee the association's latest direct marketing piece for the Oregon Convention Center.

Agenda Item No. 4. Contract Amendment with ZGF for Structural Special Inspections (KPFF).

Neil McFarlane reported that the City of Portland requires special inspections in conjunction with the construction of the Convention Center. This inspection requires an engineer to be responsible for the structural special inspections. KPFF is the structural engineering subcontractor to ZGF and they have been on contract since March of 1987. The City's Bureau of Buildings requires them to make their recommendations mandatory. The Bureau of Buildings also requires the firm to observe all items and work have structural impact. The amount of this contract amendment for

the additional work is \$53,900.00. There was discussion. It was emphasized that this is a city requirement.

MOTION: Councilor Waker made a motion to recommendation this amendment to the ZGF contract. The motion was seconded.

VOTE: The motion was approved by a unanimous vote.

Agenda Item No. 5. Contract with Preston, Thorgrimson, et al for Administrative and Legislative Services Related to State Funds for the Oregon Convention Center.

Neil McFarlane introduced the contract acknowledging it is for the services of Kim Duncan to manage the activities for the inclusion of the second \$7.5 million appropriation from the state lottery funds to the Convention Center project. There was discussion. Councilor Kelley questioned the need for Metro to have two lobbyists. McFarlane stated that Duncan has previous knowledge of the potential problems that could be associated with the \$7.5 million, she also knows the legislature and the political arena. Further, Duncan would be working with McMurdo. Duncan would continue her work with the Oregon Tourism Alliance. Councilor Van Bergen said he has no problem with Kim Duncan, but he may with the association with the law firm. He asked for a list of other organizations and associations the law firm has as clients. Chairman Knowles recommended that the item be brought up at the next meeting after gaining more information.

Agenda Item No. 6. Contract Amendment with Dames & Moore.

Neil McFarlane reported on the hazardous waste contract and the remediation of the Rose City Plating site. He stated this contract has become more expensive and more work has been involved because of the contamination found. There was more laboratory work, more dirt removal, and the actual disposal costs were greater than estimated. This amendment also includes funds for investigation of underground storage tanks for \$60,000. There was discussion.

MOTION: Councilor Waker moved and Councilor Van Bergen seconded, to recommend approval the this contract amendment.

VOTE: Motion was approved by a unanimous vote.

Councilor Van Bergen requested to be removed from the purchasing policy task force committee of the Metro E-R

Commission. Chairman Knowles said his work was very important to the committee and asked would he please continue to serve at least until September, at which time a report would be presented on the differences or any inconsistencies.

Chairman Knowles asked Mr. Rocks and Rena Cusma to invite Jim Durham come and visit the committee's next meeting.

The meeting was adjourned at 5:35 p.m.

Respectfully submitted,


Sandy Stallcup