

MINUTES OF THE COUNCIL CONVENTION, ZOO AND VISITOR FACILITIES
COMMITTEE OF THE METROPOLITAN SERVICE DISTRICT

Regular Meeting
September 26, 1989

Committee members present: Councilors David Knowles (Chair),
Roger Buchanan, Tom DeJardin, Ruth
McFarland and George Van Bergen

Committee members absent: None

Chair Knowles called the meeting to order at 4:00 p.m.

1. Consideration of Minutes of August 3, 1989

Motion: Councilor Buchanan moved approval of the minutes
of August 3, 1989.

Vote: Councilors Buchanan, DeJardin and Knowles voted
aye.

The motion carried unanimously.

2. Convention Center Construction Report, Staff Update

Glenn Taylor, Convention Center Construction Coordinator, gave the update on the status of construction at the Convention Center. Overall, work is approximately 55% complete and Mr. Taylor said it was on schedule. He had a chart to enable the Committee to see visually where progress/activity is taking place or almost to completion. Chair Knowles asked Mr. Taylor when Glisan Street was expected to open. Mr. Taylor said it was scheduled to be completed by the end of October.

Mr. Taylor noted they were still tracking minority businesses, with an average of 8.7% on-site employment. It was trending up for minority businesses, but downward for women-owned businesses.

3. Ordinance No. 89-309, For the Purpose of Amending Code
Sections 2.04.040 and 2.04.090 Providing for the Purchase of
Food for Resale

Joyce Liazano, consultant hired by the Zoo, presented the staff report to the Committee. Her firm was hired to help develop the AfriCafe and Bearwalk and assist staff with some of the changes that have taken place as the Zoo's food business increased. Their sales have increased from \$350,000 to \$2 million in the last few years and this resulted in a problem responding to the needs of customers in the current purchasing guidelines. At one time the food purchases were within a list of about 20 items that could be put out to bid; they now have needs in the AfriCafe and

catering business requiring a hundred different items to be purchased, some of them only once a year. To put all those items out on a bid has become very cumbersome and sometimes not to the Zoo's advantage, because they do not always get the best price.

Ms. Liazano said the following were some of the changes being requested:

1) Catering: The Zoo now has the ability to do catering and has done functions for as many as 2,000 people. When doing private catering, customers want to be able to choose the items they want for their event; not be told they can only have this, this and this, because that is all that was put out to bid. So at the last minute the Zoo has frequently had to go out and buy enough of a particular product for an event, which results in paying a higher price. What is being asked for is all food items for catering be exempt as long as they were a one-time purchase for a given catering event and were at the request of the customer.

2) Prequalification: Another change being asked for is the ability to develop a list of prequalified suppliers and from that list ask them to submit to the Zoo monthly pricing sheets and chose the lowest bidder each month. Certain "staple" items (popcorn, bread, etc.) would continue to go out to bid using the original process.

Ms. Liazano noted provisions were also included to remove prequalified bidders from the list if they were not meeting the minimum requirements. The list would be opened up to additional bidders once a year and every five years all bidders would have to reapply.

Upon questioning from Chair Knowles, it was determined that staff had not had an opportunity to review this Ordinance. The Chair then noted it was his intention not to act on this today, but to have staff review it for consistency with the Contract Code and have it reconsidered at the October 10 Committee meeting.

Chair Knowles announced Agenda Item No. 5 would be considered prior to Agenda Item No. 4.

5. Update on the Oregon Convention Center Grand Opening,
September 1990

Barbara Klein, MERC Commissioner, reported to the Committee on the progress of plans for the grand opening of the Oregon Convention Center. Ms. Klein said the ceremonies will run from September 19 through September 23, 1990. It was determined there

was need for a Steering Committee, subcommittees, and a citizen volunteer effort. The Steering Committee consists of Clayton Hannon (in charge of events), John Phias (advertising, promotion and marketing), John Spolstra (sponsorships), Joan Palmer and Linda Brice (logistics and volunteers), Clay Myers (budget), Sam Brooks, Richard Aires, Lee Fehrenkamp and Jeff Wasser. Ms. Klein said some of the people involved went to San Jose to attend the grand opening of their convention center. They learned a lot about what not to do. They have also been collecting information about other openings.

The first event planned is a black tie dinner on Wednesday night before the dedication ceremony. This event would be used to introduce the art in the Convention Center and to show off the functionality of the building. There will also be a trade show with representation from all over the state. She said it was expected this event would attract state-wide as well as national recognition. The goals of her committee are to "boldly present the Convention Center to the State of Oregon; to attract national recognition; and to celebrate."

Councilor DeJardin inquired about the possibility of having an update every other month or so. Ms. Klein said that would be agreeable. Chair Knowles then said rather than having a county day, he would like to see a citizens day. He pointed out that this is a regional government and that idea should be emphasized rather than the geographical boundaries. He added he was in favor of doing something for the neighborhood.

Councilor Mike Ragsdale noted out this would be the single most important event for the Convention Center and Metro. He had some concern with the first event being a black tie dinner, but felt it should be a fund raising dinner rather than the lead event. Chair Knowles said he thought the black tie event would be okay, but also had a concern about it being the first event. In response to Councilors questions, Ms. Klein said the preliminary budget was \$160,000; however, it was increasing.

4. Staff Update on the Oregon Convention Center Contingency Budget

Neil Saling, Construction Projects Manager, presented the contingency update to the Committee. He showed the Committee a chart of information which contained the monthly report Turner Construction Company provides each month. The purpose of the report is to keep Metro apprised of how far they have cut into the contingency. Mr. Saling noted at the beginning of September there was balance of about \$5.7 million. Turner's cost case

summary amounted to approximately \$6.7 million, which is a "worse case" summary. Staff feels a more realistic figure would be just under \$5 million. He went on to say it was within budget, but there was still a year to go.

Councilor DeJardin asked if most claims occur in the early stages of construction. Mr. Saling said that was usually the case; however, one exception might be in the glazing of the towers. In response to concerns expressed by members of the Committee, Chair Knowles noted the purpose of these updates on the status of claims was to keep the Committee apprised of what was happening and to avoid any surprises.

6. Resolution No. 89-1151, For the Purpose of Approving Right-of-Way Easement for Pacific Power and Light Company for Installation of Electrical Conduit for the Oregon Convention Center

Neil McFarland, Management Analyst, presented the staff report to the Committee. He explained that the right-of-way was needed to facilitate the installation of underground electrical conduit and other electrical equipment for the Oregon Convention Center. PP&L will install all the necessary equipment and require access to the site for repairs, maintenance and other services. There will be no cost or revenue to Metro associated with this easement.

Motion: Councilor Van Bergen moved to recommend Council adoption of Resolution No. 89-1151.

Vote: Councilors Buchanan, DeJardin, Knowles, McFarland and Van Bergen voted aye.

The motion carried unanimously.

7. Resolution No. 89-1150, Granting an Exemption from Metro Code Requirement 2.04.060 for Contract with Pacific Power and Light Company for the Purchase and Installation of Transformers in the Oregon Convention Center

Neil McFarlane, Management Analyst, presented the staff report. He explained to the Committee that the Oregon Convention Center would be using electricity for heating, lighting, ventilation and air conditioning. In order to provide the best comfort level and service during peak times (when the exhibit halls and many of the meeting rooms are in use), the electrical subconsultant recommended four transformers be used. Under PUC regulations, PP&L will install the equipment required according to its own

estimates for adequate power; however, it can not provide capacity in excess of those estimates.

Motion: Councilor Van Bergen moved to recommend Council adoption of Resolution No. 89-1150.

Vote: Councilors Buchanan, DeJardin, Knowles, McFarland and Van Bergen voted aye.

The motion carried unanimously.

There being no other business, the meeting was adjourned at 6:00 p.m.

Respectfully submitted,



Ann Brunson
Committee Clerk

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