

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

Regular Meeting  
June 12, 1990

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

Committee members absent: Gary Hansen

Vice Chair Buchanan called the meeting to order at 4:05 p.m.

1. Minutes of April 24 and May 8, 1990

Motion: Councilor Van Bergen moved approval of the minutes  
of April 24 and May 8, 1990.

Vote: Councilors Buchanan, McFarland and Van Bergen  
voted aye. Councilors Knowles and Hansen were  
absent.

The motion carried unanimously.

2. Resolution No. 90-1273, For the Purpose of Authorizing  
Execution of a Contract for the CCTV System for the Oregon  
Convention Center to Other than the Apparent Low Bidder

Neil McFarlane, Project Operations Manager, presented the staff report to the Committee. He said three bids had been received and the apparent low bidder was National Guardian Security Services Corporation (National). However, National's bid took exception with some of the requirements of the Request for Bids and, after consulting with General Counsel, staff determined National's bid was non-responsive. Therefore, Convention Center staff was recommending the bid be awarded to the next lowest bidder, Entrance Control. In response to Committee questions, Mr. McFarlane said National's bid was \$59,993 and Entrance Controls' was \$73,692.

Motion: Councilor McFarland moved to recommend Council  
adoption of Resolution No. 90-1273.

Vote: Councilors Buchanan, Knowles, McFarland and Van  
Bergen voted aye. Councilor Hansen was absent.

The motion carried unanimously.

3. Resolution No. 90-1283, For the Purpose of Authorizing an Exemption from Requirements of Metro Code Section 2.04.054(a)(3) for Amendment No. 19 to the Contract with Zimmer Gunsul Frasia for Additional Design Services for the Convention Center Project

Sandy Bradley, Management Analyst, summarized the report for the Committee. She noted the request was for additional services from three subconsultants; Rolf Jensen & Associates (fire and life safety), Lerch Bates & Associates (tower window maintenance system), and Heitmann & Associates (tower testing and design verification). Ms. Bradley told the Committee Rolf Jensen & Associates had originally designed the fire and safety systems for the Oregon Convention Center and the City of Portland had requested they be retained to design, execute, oversee and analyze the testing required for the certificate of occupancy.

Ms. Bradley then explained to the Committee that the General Contractor had been unsuccessful in producing an acceptable maintenance system for the tower windows. As a result, Metro removed this work from the general contract. Lerch Bates & Associates had experience with similar buildings and would be working with Zimmer Gunsul Frasca (ZGF) to do design, shop drawing review and construction phase services.

The additional cost for tower testing and design verification for Heitmann & Associates was for reimbursable costs which were approved under Amendment 17, but omitted from that amendment. Ms. Bradley said the total requested was \$67,280.

Motion: Councilor McFarland moved to recommend Council adoption of Resolution No. 90-1283.

On further discussion, Mr. McFarlane told the Committee that staff felt the \$29,700 to do the fire and safety testing was acceptable. He also noted since Rolf Jensen & Associates were the firm who designed the system, they would be best equipped to determine if the system had been built to their specifications and to test the whole system. In that way, the City of Portland would only have to do a minimum amount of checking prior to issuing the certificate of occupancy.

Councilor Van Bergen said he was not in favor of the City telling Metro it could use only one firm for fire and safety testing. He also thought it was the responsibility of Heitmann & Associates to be sure all billed services were paid.

Vote: Councilors Buchanan, Knowles and McFarland voted aye. Councilor Van Bergen voted nay. Councilor Hansen was absent.

The motion carried.

4. Draft Resolution No. 90-1284, For the Purpose of Establishing a Public Policy Advisory Committee for Regional Convention, Trade, Performing Arts and Spectator Facilities

Neil McFarlane distributed the staff report to the Committee. He noted Resolution No. 90-1243 approved a facilities study, outlined the tasks to be accomplished and directed that a task force be appointed to oversee those tasks. Mr. McFarlane summarized the tasks for the proposed Policy Advisory Committee and listed the proposed make-up of the Committee, which was composed of a total of 15 members.

Chair Knowles said he would like to see Exhibit B changed by increasing the number of private citizens from four to six. Ray Barker, Council Analyst, also noted the following should be added to the last two paragraphs of Exhibit B:

"...appointed by the Metro Executive Officer and confirmed by the Council."

Motion: Councilor Buchanan moved to recommend Council adoption of Resolution No. 90-1284.

Councilor McFarland noted if private funds are available to conduct this study, she felt Metro should not be too quick to proceed. Councilor Van Bergen said he was not comfortable voting at this time on this resolution. He would like to have staff prepare a comparison of the wording in the 1986 Master Plan and Resolution No. 90-1243 before making a decision.

Motion to Table: Councilor Van Bergen moved to defer consideration of this item until the meeting of June 26, 1990.

Vote on Motion to Table: Councilors Buchanan, Knowles, McFarland and Van Bergen voted aye. Councilor Hansen was absent.

The motion to table carried unanimously.

5. Resolution No. 90-1285, For the Purpose of Exempting Oregon Convention Center Follow-on Contract Items from Requirements of Metro Code Sections 2.04.041(c) and 2.04.044

Neil McFarlane presented the staff report. He said staff was requesting the threshold for competitive quotes procedure be raised from \$15,000 to \$31,000. This would bring Metro in line with the threshold established by the Council for Metro ER

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Commission and would be the same as that used by the City of Portland. Mr. McFarlane said staff felt this would be the most cost-effective way to complete a number of miscellaneous items in time for the Convention Center's grand opening in September 1990.

Mr. McFarlane summarized for the Committee the current list of items needing to be completed. He noted additional items could become apparent as work progressed. In response to questions from the Committee, it was noted the Resolution did not eliminate the need for three competitive quotes, it only eliminated the need for bids.

Motion: Councilor Van Bergen moved to recommend Council adoption of Resolution No. 90-1285.

Vote: Councilors Buchanan, Knowles, McFarland and Van Bergen voted aye. Councilor Hansen was absent.

The motion carried unanimously.

6. FY90-91 Budget Contracts List Review, Development of "A/B" Designation Recommendations for Council Consideration with the FY90-91 Budget Adoption

Ray Barker, Council Analyst, presented the contracts list for the FY90-91 budget. He said the list included all the current contracts listed in the approved budget with recommended "A" or "B" designations. Mr. Barker noted staff was recommending only two contracts be given an "A" designation; Consultants to assist with Metro ERC Consolidation (if needed) and a group of five consultants to perform regional facilities studies as directed.

Motion: Councilor Van Bergen moved to forward staff recommendations of A/B contract designations to Council.

Vote: Councilors Buchanan, Knowles, McFarland and Van Bergen voted aye. Councilor Hansen was absent.

The motion carried unanimously.

There being no other business, the meeting was adjourned at 5:45 p.m.

Respectfully submitted,



Ann Brunson  
Committee Clerk

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