

MINUTES OF THE METRO COUNCIL REGIONAL FACILITIES COMMITTEE

March 3, 1993
Council Chamber

Committee Members Present: Ruth McFarland (Chair), Susan McLain (Vice Chair), Jim Gardner, Sandi Hansen, and Ed Washington

Committee Members Absent: None

Chair McFarland called the regular meeting to order at 4:05 p.m.

1. Consideration of the Minutes of the February 17, 1993 Regional Facilities Committee

Motion: Councilor Hansen moved to approve the minutes.

Vote: Councilors Hansen, Washington, McLain, and McFarland voted aye. Councilor Gardner was absent. The vote was 4/0 and the minutes were approved.

2. Consideration of Resolution No. 93-1774, Exempting the Move of the Metro Center Telephone System to the Metro Washington Park Zoo from Competitive Bid, and Authorizing a Sole Source Extension to the Matrix Communications, Inc. Contract No. 901599

Judy Munro, Facilities Manager, presented the staff report. She explained that the phone system at Metro Center will be moved to the Metro Washington Park Zoo. She noted the current maintenance contractor was one of two Mitel system representatives in Oregon. She said the vendor was familiar with the existing system and zoo programming needs. She noted time and monies would be saved through utilizing the current vendor. She said the vendor would provide training to Zoo personnel, a maintenance contract at the existing rate, and warrant the move. She noted in one year the maintenance contract for both the new Metro Regional Center and the Metro Washington Park Zoo would expire. She said at that time, both systems would be offered for a new maintenance contract.

Councilor Gardner asked what the cost to Metro would be for putting the contract out for competitive bid. Ms. Munro noted a consultant would be required to put together specifications. She said staff time and walk through would also be necessary. She said average consultant fees might exceed \$2,500.

Councilor Washington noted Mitel was not a particularly popular system. He said it might be difficult to find qualified people to work on the system.

Councilor Hansen questioned the cost of the system moved. Ms. Munro stated the costs would depend on the options required by the Zoo, including voice mail. She said the estimate was approximately

\$17,000 to \$22,000. She noted the Zoo had conducted a wire audit to assure the system was compatible.

Councilor Washington asked how many units would be placed at the Zoo. Ms. Munro said approximately 120 non-keyed units would be installed.

Motion: Councilor Gardner moved to recommend Contract Review Board adoption of the resolution.

Vote: All those present voted aye. The vote was unanimous and the motion passed.

3. Consideration of Request for Bids for Elk Meadow Structures at Metro Washington Park Zoo

Chair McFarland noted the Elk Meadow display would fit into the End of the Oregon Trail activities. She noted there was a desire to move forward.

Kay Rich, Assistant Zoo Director, was present to discuss the project. He noted the Committee already approved the design services and moving of trees. He said early grading had been completed. He said the animals were being held in quarantine at the Zoo. He noted the bids were ready to be released. He said June 18, 1993 was the proposed opening date.

Casey Short, Council Analyst, noted he had received the specifications for the project. He displayed plan blueprints.

Dr. Rich noted the elk meadow would be located near the Cascade exhibit by the railroad tracks. He said the plans were simple and constructed in a rustic style. He noted a plaza for educational discussions and a snack cart was included. He said the estimated cost was \$185,000.

Councilor Gardner asked if the bid was for construction or design service. Dr. Rich noted a few design changes would be needed but the request was for construction.

Councilor Hansen questioned how the project related to the Master Plan. Dr. Rich noted the exhibit was included in the Master Plan.

Councilor Washington asked about the temperament of the elk. Dr. Rich said his understanding was that the male elk can be aggressive when in rut. He said a need to separate the male from the females existed. He said ninety degree corners needed to be avoided so the males could not corner the females with their racks. Councilor Washington asked if the elk would be separated during rut. Dr. Rich said the intent was to allow them to breed. He said six to

seven elk would be the maximum capacity. Chair McFarland asked what would be done with surplus animals. Dr. Rich stated surplus elk would be transferred to other facilities.

Mr. Short asked where the source of the funding came from. Dr. Rich noted the elk yard was budgeted, but not completed this year. He said those funds would be used this year for the project. He noted no budget amendment would be needed.

Chair McFarland noted no action was required by the Council. She stated the Committee had authority to release the RFB.

Motion: Councilor Washington moved to authorize immediate release of the Request for Bids.

Vote: All those present voted aye. The vote was unanimous and the motion passed.

4. Status Report on Metro Regional Center Project

Berit Stevenson, Project Manager, distributed and summarized report number twenty-five, a copy of which is included in the record of this meeting.

The Committee discussed the Metro recycling day set for March 17, 1993. They discussed retention schedules and confidentiality issues.

The Committee discussed the proposal from Tri-Met to lease space to meet short term office requirements.

Related to day care, Ms. Stevenson noted the YMCA requested funding for national dues support and local YMCA group. She noted Metro requested those fees not be raised in the first three years and could not be raised more than three percent in years four and five of the contract. She said that for three months services would be provided during Council and Committee meetings. She noted the YMCA agreed to try when meetings were held at 5:30 p.m. She explained that Children's Services Division (CSD) regulated staff ratios and with the 4:00 p.m. meeting times, ratios might be a problem. She said alternatives are being examined to address the problems. Councilor McLain noted the YMCA was very cooperative in negotiating problem solving ideas.

Ms. Stevenson discussed the budget. She noted the contingency fund was decreased by some \$20,000. She said a change was made to add a laminate to the window ledges, which will cost approximately \$12,000.

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Councilor Washington asked how parking would be accessed. Ms. Stevenson noted a key card access system would be utilized. Councilor Washington asked what the schedule for the public preview would be. Ms. Stevenson noted April 15, 1993 would be an open house for the construction workers. Councilor McLain expressed an interest in an open house for the public before the move also. Ms. Stevenson said that activity was planned for May, using guided tours.

Chair McFarland announced a special meeting would be held Monday, March 8, 1993 at the Metro Washington Park Zoo.

With no further business before the Committee, Chair McFarland adjourned the meeting at 5:10 p.m.

Respectfully Submitted,



Susan Lee
Committee Recorder

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