ZOO BOND OVERSIGHT COMMITTEE MEETING
Minutes of the Meeting of January 27, 2011
CAO Conference Room

Committee Members Present:

Miguel A. Santana, City Administrative Officer (CAO), Chair
Karen Kalfayan, Chief Legislative Analyst (CLA) Office
Chris Espinosa, Mayor’s Office
John R. Lewis, Los Angeles Zoo

Others Present:

Maria Cardenas, Alma Gibson, CAO, Jeb Bonner, Dawn Petersen-Amend, Greater Los Angeles Zoo Association (GLAZA); Gary Moore, Deborah Weintraub, Ethan Wong, Public Works Bureau of Engineering (BOE); Kyla May, Darryl Pon, Los Angeles Zoo.

Mr. Miguel Santana called the meeting to order at 1:00 p.m.

1. Minutes for Approval – Meeting of November 18, 2010

Mr. John R. Lewis moved to approve the Zoo Bond Oversight Committee (ZBOC) special meeting minutes of November 18, 2010. Mr. Chris Espinosa seconded and the motion passed unanimously.

2. Bureau of Engineering Program Manager Status Report

Mr. Ethan Wong reported on the progress of the Zoo’s Capital Improvement Program (CIP).

Master Program Schedule

The Zoo has three active projects left to complete and one repair project. As of December 31, 2010, two active projects are on schedule, and one, the Rainforest of the Americas, is behind schedule. The Rainforest project has experienced delays in design completion. Also, the City of Los Angeles’s budget crisis has forced BOE staff to go on mandatory furlough, which has extended the Rainforest project's anticipated bid and award process and its construction phase. BOE is currently assessing the potential time extension for the project and will provide the Committee with a comprehensive report on schedule revisions at the next meeting.

Since the Rainforest project is the last project in the CIP, any schedule extensions to this project will potentially affect the overall program completion date.
Master Program Budget

Through December 31, 2010, $138.5M has been expended of the $171,843,900 approved program budget. More detailed information on expenditures can be found in Section Three of the Monthly Report. No changes are anticipated to the overall program budget at this time.

Status of Active Projects

The Elephants of Asia

The project is now open to Zoo visitors, but the construction phase is being held at 98% complete. This percent of completion will remain until BOE receives the final Certificates of Occupancy (C/O), and all punchlist items are complete. The punchlist is being held up by signage and Department of Building and Safety (DBS) approval on some electrical issues. Once that’s done the project will receive the final C/Os. BOE is currently holding temporary C/Os so the exhibit can remain open. Ms. Alma Gibson asked if the C/Os are anticipated to be provided around March 2010. Mr. Wong replied yes.

Mr. Wong stated that BOE is continuing to negotiate change orders with the contractor in closing out the project. To date, sixty-one change orders have been executed for a total of $1.8M. Pending change orders are currently estimated at $780K, which will bring the total exposure to an estimated $2.6M, which is below the approved contingency amount of $3M.

Living Amphibians, Invertebrates and Reptiles (LAIR) – previously known as the Reptile and Insect Interpretative Center

To date, construction is 48% complete. The general contractor has experienced delays from the recent rain. Construction activities include installation of the concrete floor slabs and underground utilities on the site.

BOE is currently negotiating a time extension with the project’s general contractor, Royal Construction. This time extension is anticipated to move the construction contract completion date from April 2011 to mid-June 2011.

To date, thirty-nine change orders have been executed totaling $494K. Pending change orders are estimated at $340K; this brings the total change order exposure to $834K, which is within the approved contingency amount of $1.3M. Mr. Espinosa asked if, in the future, current change orders could also be given as a percentage amount of the total change order percentage. Mr. Wong replied yes.

Mr. Lewis asked if the time extension would result in any budget changes. Mr. Wong replied no.
Rainforest of the Americas

On January 21, 2011, the Rainforest of the Americas project was advertised through the Board of Public Works (BPW). BOE is expecting to receive bids on March 16, 2011. Due to shortened work weeks caused by City furloughs, as well as construction issues, the schedule is anticipated to be extended, as mentioned earlier in the meeting. BOE is currently revising the schedule.

Mr. Espinosa asked if a lot of contractors attended the bid conference. Mr. Wong replied that the pre-bid meeting was scheduled for Tuesday, February 1, 2011. Mr. Gary Moore added that BOE anticipates good competition. On the City’s sewer projects, eight to ten bidders are being seen, when previously two or three were seen. He is very encouraged that the project will receive very competitive bids. Mr. Espinosa asked if the City Engineer’s estimate for the bid was $17M. Mr. Wong replied yes, the City Engineer’s estimate was $14.4M, so the number includes contingency for the project.

Status of Gorilla Waterfall Repair

This repair project is currently scheduled to advertise in February 2011.

Mr. Wong concluded his report.

Mr. Lewis asked what happens to any monies left after all the bond projects are completed. Ms. Maria Cardenas replied that for this program, any leftover monies would be Municipal Improvement Corporation of Los Angeles (MICLA) funds.

3. Greater Los Angeles Zoo Association (GLAZA) to Report on Capital Improvement Project Fundraising Activities

Mr. Jeb Bonner reported that since the last Committee meeting, GLAZA has received two foundation gifts, one for $250K and one for $100K, an individual gift of $100K, and additional gifts of around $9K; totaling another $458K.

Mr. Miguel Santana asked if GLAZA has an annual goal. Mr. Bonner replied that GLAZA is currently trying to raise that $14M, has several million dollars of that already, and has strategies to complete that campaign.

Mr. Espinosa asked if any consideration had been made to increasing the amount of GLAZA family memberships. Mr. Bonner replied that the membership amount had just been increased in September 2010, after having been stable for quite a few years before then. The September 2010 increase was made to bring it up to reflect the increases in individual costs. The Committee briefly continued to discuss this membership increase.
Public Comment

There was no public comment.

Mr. Santana adjourned the meeting at 1:12 p.m.

Next Meeting: March 31, 2011

Minutes prepared by Ms. Kyla May of the Los Angeles Zoo's Planning and Development Division. Revised by BOE, CLA, CAO, and the Zoo.