Committee Members Present:

Patricia Huber, Office of City Administrative Officer (CAO), Chair
Gerry Miller, Chief Legislative Analyst (CLA)
Adrian Garcia, Mayor’s Office
John Lewis, Los Angeles Zoo

Others Present:

Claudia Aguilar, Maria Cardenas, CAO; Renee Weitzer, Council District 4; Jeb Bonner, Greater Los Angeles Zoo Association (GLAZA); Rebecca Abano, Lynette Howlett, Public Works Bureau of Engineering (BOE); Kyla May, Los Angeles Zoo.

Ms. Patricia Huber called the meeting to order at 3:05 p.m.

1. Minutes for Approval – Meeting of January 29, 2009

Mr. Gerry Miller moved to approve the Zoo Bond Oversight Committee (ZBOC) meeting minutes of May 29, 2008. Mr. John Lewis seconded and the motion passed unanimously.

2. Bureau of Engineering Program Manager Status Report

Ms. Rebecca Abano reported on the progress of the Zoo’s Capital Improvement Program (CIP).

Master Program Schedule

The current Master Schedule was approved at the July 31, 2008 ZBOC meeting, with an overall completion date of May 2011. Ms. Abano referred the Committee to Section 2 of the Monthly Report, two diagrams of the current approved budget and the proposed revised budget.

Several schedule impacts have occurred on the last three CIP projects; therefore BOE is proposing a revised Master Schedule. Construction of Pachyderm Forest Phase Three was originally scheduled to start in November 2008 to stay on schedule. Due to Councilmember Cardenas’ motions and the City Council decision-making process, construction was unable to be awarded until February 2009. Additionally, Billy the elephant did not move into his temporary exhibit until February 28, 2009; hence, Notice to Proceed (NTP) was issued on March 2, 2009. BOE is proposing to extend the project schedule by four months to complete in October 2010. As the awarded contractor for Phase 3, AKG / Saifco has a 500 calendar day contract, which will complete in July 2010.
The extended schedule also includes 75 days of float, approximately 15%, showing construction complete in September 2010, plus one month of post-construction, bringing the end date to October 28, 2010, as shown in the proposed schedule.

Bid advertisement for the Reptile and Insect Interpretative Center was originally set for October 2008. The Class A estimate prepared at the time design was complete was overbudget. Instead of bidding the project overbudget, BOE value-engineered the project to revise the costly items and remove portions of the work. BOE also set up and revised the bid documents to include strategies so the contract may be awarded should bids come in over the projected cost. The project was bid on February 20, 2009. This delayed the project over three months. It is proposed to extend the project approximately three months, with an overall completion of February 2011.

Design of the Rainforest of the Americas project was originally scheduled to be complete in December 2008 to stay on schedule. Because BOE’s team focus has been getting the two other funded projects on board, this project has been pushed out. Also, the Portico Group has lost and changed staffing within their firm, which coupled with certain design issues on the project, caused the delay. The architect is anticipated to get back on board and complete design in July 2009, with an overall completion of December 2011, should funding be secured for the shortfall.

Ms. Abano referred the Committee again to the Monthly Report, Page 2.0-2 for the approved Master Schedule, and Page 2.0-3 for the proposed schedule with changes and dates.

**Mr. Gerry Miller moved to approve the revised Master Schedule. Mr. John Lewis seconded and the motion passed unanimously.**

**Status of Active Projects**

The Los Angeles Zoo’s Capital Improvement Program (CIP) has only four active projects left to complete, including the three animal exhibits: the Pachyderm Forest, Reptile and Insect Interpretative Center, and the Rainforest of the Americas, and one infrastructure project.

**Pachyderm Forest**

General Services Department (GSD) is nearing completion of Phase Two construction. They are completing the pool and life support systems, interpretive graphics, and planting for the Elephants of China area. They have demobilized and moved offsite. The items left to complete are work performed by subcontractors. Since the last ZBOC meeting, Phase Three construction was awarded to AKG / Saifco Construction Joint Venture, and NTP was issued on March 2, 2009.

AKG has mobilized and begun site work: demolition, excavation, and underground utility work. BOE is currently reviewing AKG’s construction schedule and their schedule of values.
BOE is also processing Contract Amendment Five to the Portico Group contract. This amendment adds $97,414.00 in fees and extends their contract to February 2011. The fees are for adding an elevator to the elephant barn to meet Building and Safety (DBS) disabled access requirements, structure recalculation of the Thai Viewing Structure also to meet DBS requirements, and additional fees for design services during the extended construction timeline. Mr. Miller asked for clarification on the elephant barn elevator. Ms. Abano explained that DBS plan check approval could not be obtained without the elevator, because of keeper space on the second floor of the barn.

The Infrastructure project, which is part of the Pachyderm Forest project, is the TS1A transformer replacement. The Department of Water and Power (DWP) has completed that work and all power now has been transferred to the new transformer.

**Rainforest of the Americas**

Portico Group continues with the construction document phase. Design is anticipated to be complete in July 2009. As agreed previously, Portico will complete design, and depending on the Municipal Improvement Corporation of Los Angeles (MICLA) funding, the project may proceed with construction or be shelved until funds are obtained. Ms. Maria Cardenas stated that the Mayor’s 2009-10 budget does not include funding for the Rainforest of the Americas, so unless additional MICLA funding is obtained, the project’s schedule won’t be met. Ms. Cardenas asked what the estimated project cost is for the Rainforest project and asked Ms. Abano to report back at the next meeting on the current estimate.

Ms. Abano continued with her report.

**Reptile and Insect Interpretative Center**

The project went out to bid on February 20, 2009 with a bid date of April 8, 2009. Fourteen bids were received and the lowest bidder was $2.6M below the City Engineer’s estimate. The lowest bidder, Royal Construction, has had Public Works contracts in the past and recently completed five new branch libraries and two fire stations. The Office of Contract Compliance is reviewing the bids and award is anticipated to be made in late May or early June 2009. Ms. Weitzer asked if the contractor had had any problems. Ms. Abano replied she had not heard any negatives on the contractor; their paperwork has been submitted and is being checked to meet City policies. Ms. Cardenas asked if Ms. Abano had seen the Contractor Evaluation Statements from the other program managers on the contractor’s completed projects. Ms. Abano replied yes, she had; the contractor has received positive feedback, with the only common downside being that the contractor is a little slow. Knowing that, the BOE team will work with the contractor to ensure the schedule is met.

Even with the add-alternate added into the base bid contract, the bid is still $2M below the approved construction budget. Mr. Adrian Garcia asked what will be done to satisfy milestones within the contract. Ms. Abano replied that the project wasn’t bid with internal milestones, but the contractor can be monitored and told what to do now in order to get there. This will be done on a daily basis; BOE normally does this on a weekly basis.
Mr. Lewis asked if the contract included at least one milestone such as length of construction. Ms. Abano replied yes, construction completion was included. Ms. Cardenas stated that the Mayor’s proposed budget includes $1.9M for the add-alternate; if those monies aren’t needed for the project, then the appropriation accounts for that MICLA funding will not be set up, and the cost wouldn’t be incurred. Ms. Abano noted that would be known at the mid-point of construction; at which time she will do a cost-to-complete report.

Mr. Lewis asked if any potential savings from construction projects and the MICLA funds be applied to the Rainforest project. Ms. Cardenas replied that since the Mayor’s budget identified the $1.9M as specific to the Reptile and Insect Interpretative Center, the purpose of the funding would have to be changed in the budget. The Committee briefly discussed how this would be done through a Construction Projects Report (CPR).

Ms. Abano concluded her report.


Mr. Lewis stated that he is currently working with the Mayor’s Office to respond to communications received from China. He will have more complete information at the next Committee meeting.

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

Mr. Jeb Bonner stated that GLAZA continues to raise funds for the Pachyderm Forest. Fundraising has been completed for the $4.85M commitment. For the most part, GLAZA is focusing on the Beastly Ball and wrapping up this fiscal year.

Ms. Claudia Aguilar gave a comment for GLAZA. The third CPR was finally approved, so work can now be done to transfer the remaining $50K to complete the $4.85M GLAZA donation.

**Next Meeting:** May 28, 2009

**Public Comment**

There was no public comment.

Ms. Huber adjourned the meeting at 3:21 p.m.

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