Committee Members Present:

Ellen F. Sandt, Office of City Administrative Officer (CAO), Chair
Lynne Ozawa, Chief Legislative Analyst’s (CLA) Office
Chris Espinosa, Mayor’s Office
Denise Verret, Los Angeles Zoo

Others Present:

Tricia Carey, CLA; Claudia Aguilar, Maria Cardenas, Diana Mangioglu, CAO; Renee Weitzer, Council District 4; Jeb Bonner, Connie Morgan, Greater Los Angeles Zoo Association (GLAZA); Catherine Doyle, Public; John Olinger, Public Works Bureau of Contract Administration (BCA); Rebecca Abano, Lynette Howlett, Gary Moore, Brad Smith, Public Works Bureau of Engineering (BOE); Kyla May, Darryl Pon, Los Angeles Zoo.

Ms. Ellen Sandt called the meeting to order at 10:03 a.m.

1. Minutes for Approval – Meeting of March 22, 2007

Ms. Denise Verret moved to approve the Zoo Bond Oversight Committee (ZBOC) special meeting minutes of March 22, 2007. Ms. Lynne Ozawa seconded and the motion passed without objection.

2. Bureau of Engineering Program Manager Status Report

Ms. Rebecca Abano reported on the progress of the Zoo’s Capital Improvement Program (CIP). Overall, the CIP is progressing remarkably. Of the five active projects, three are in design and two are in construction.

Master Program Budget

Of the $169M approved Master Program Budget, $91.9M has been expended through the end of April 2007. Ms. Abano referred to Page 5.0-5 of the BOE Monthly Report, to address the Cost to Complete Report and Revised Budget. The proposed budget revisions won’t change the total program budget of $169M, but budget revisions are necessary between CIP projects and within projects. These revisions are to rectify budget variances between line items within projects, and budget revisions recognizing cost savings and project increases in the program, and also to identify amounts for program contingency. Ms. Abano detailed each project having changes.
The Animal Health Center had no change to the bottom line total dollar amount. Adjustments were made due to more funds having been spent in design and inspection, and fewer funds spent in construction and project management.

The Pachyderm Forest project also had budget adjustments made within the line items.

The Children’s Discovery Center has had $310K savings identified, coming from a Capital Improvement Expenditure Program (CIEP) account containing funds transferred from GLAZA to the City. Approximately $66K has been left in the account to complete Discovery Center scope of work deleted during construction, which was small animal caging.

The Zoo Entry and Sea Lion Exhibit project had $79K savings identified, coming from an accumulation of three different accounts. The total savings is actually $209K, but $150K is being retained for additional work deleted from the Sea Lion Exhibit construction scope. This work is needed to make the exhibit pools function appropriately. Ms. Ozawa asked when the Sea Lion fixes would be done. Ms. Abano replied within the next year; it will take this long because the repairs will need to be designed. Additionally, some repairs will be completed sooner, such as fencing and signage.

Ms. Abano continued with her program budget report. Zoo Infrastructure’s current approved budget is $1.5M; BOE would like to increase this to $2.4M, adding approximately $900K from other Proposition CC accounts. Ms. Ozawa asked if this increase was due to the transformer. Ms. Abano replied yes, two transformers will be replaced at the Zoo. One is needed online immediately to power the Golden Monkey Exhibit; the second transformer is needed to replace the Zoo’s old main transformer station currently located inside the existing elephant barn. Nearly all the Zoo’s exhibits connect to this transformer. So in order to construct the new elephant barn, plus the added power requirements of the Pachyderm Forest and the Rainforest of the Americas projects, this necessitates having a new transformer station inside the Zoo. Ms. Abano has had a rough order of magnitude put on the two transformers; the cost of installing them will be about $1.2M. The Department of Water and Power (DWP) has gone in to do estimates, but Ms. Abano has not received their Class A estimate. DWP will provide the transformers, but funding will need to be identified.

Ms. Renee Weitzer asked if DWP plans to help financially with any of this. Ms. Abano replied that DWP had committed to replacing the transformer by the Golden Monkey Exhibit and the funds were available in 2003, but the work was never done, so the funding is not ready at hand. This transformer is needed now to power the exhibit. Ms. Weitzer asked why the work had not been done. Ms. Abano replied the project was put on hold at that time. In the meantime, the Pachyderm Forest project changed, so the original placement for the transformer was moved.
Mr. Chris Espinosa noted he had recently attended a state infrastructure bond working group where DWP presented a plan to bring recycled water into the Zoo and Griffith Park. He asked if BOE has met with DWP about these potential plans. Ms. Abano replied no. Mr. Espinosa requested that BOE meet with DWP regarding these plans; he was impressed with their presentation and the possibility of saving a lot of water for the Zoo.

Mr. Darryl Pon observed that the Zoo would not want to use recycled water in contact with the animals; some areas have been designated as good for recycled water, such as hillside and parking lot. When Zoo Drive was redone, it was designed with a purple pipe for recycled water, but a source, such as a recycled water main, was not available at that time. Ms. Abano confirmed that BOE would communicate with DWP on this issue.

Ms. Abano returned to her report on the program budget. Overall savings have been identified of $500K of program contingency. Different funding sources were identified on a spreadsheet provided to the Committee. Mr. Jeb Bonner specified that the $310K of GLAZA funds for the Children’s Discovery Center are restricted donor funds, given specifically for the Discovery Center, and can’t be reallocated unless the original donors are contacted to redirect the funds. Ms. Connie Morgan confirmed this.

Ms. Claudia Aguilar observed to Ms. Abano that Proposition CC funds for the Children’s Discovery Center could be swapped out, although this would still leave a funding shortfall. Ms. Abano noted that this could be worked out, since the funds are not designated for any specific project, but are listed in ‘Overall Program Contingency.’ A brief discussion of these funding options followed.

**Mr. Espinosa moved to approve the proposed Revised Program Budget, with the funding source for Program Contingency to be entirely Proposition CC. Ms. Ozawa seconded. The motion passed unanimously.**

Ms. Abano continued with her report.

**Master Program Schedule**

No changes have been made to the Master Program Schedule. All of the active projects are on schedule, except for the Gorilla Exhibit project, which is slightly ahead of schedule.

**Status of Active Projects**

**Pachyderm Forest**

General Services Department (GSD) has completed Phase One work, consisting of demolition and preliminary utility work.
The project is currently in the design development phase. During the design review process, BOE analyzed in detail the construction phasing, and now has a better picture of what the exhibit is going to be. The immediate goal is to complete a new elephant yard and shelter to house Billy the elephant, so he may have an improved and enhanced area as soon as possible.

Ms. Abano submitted a proposed revision to Phase Two, which the Committee had originally approved in November 2006.

The original Phase Two, to be completed by GSD, was to complete Yard Three, the Cambodian Viewing Structure, and a portion of the elephant barn. It would take more than ten months to complete the barn structure; it will be a two-story structure with entailed utilities, plus relocation and connection of the transformer in the existing barn before that portion of the barn can be demolished. Additionally, this area is the main access to the site, so completing this area first will make it very difficult to build the rest of the exhibit.

The revised proposal for GSD to do as Phase Two is Yard Two, which includes the China Viewing Area and its related structures. Two small animal exhibits were demolished and will be replaced: the saurus crane exhibit and the muntjac exhibit. Also, a temporary elephant shelter will be provided for Billy, in the event that the new barn construction goes over the winter months.

Phase Three construction will be put out to bid and will consist of the rest of the exhibit, which includes all the main structures: the elephant barn, Thai Viewing Area, Cambodian Viewing Structure, and all the pools. Phase Three can be built in ten months and it may be possible to beat that schedule. Ms. Abano requested that the Committee approve the different phasing scope to complete the Pachyderm Forest project.

Ms. Weitzer asked if the new yard for Billy could be completed without completing the structure above it, in order to move Billy sooner than ten months. Ms. Abano replied that within Phase Two, the yard could be prioritized as a project milestone. Ms. Weitzer asked what the timeframe would be if that was done. Ms. Abano replied probably a lot less than ten months. Ms. Maria Cardenas asked what the egress to the structures would then be. Ms. Abano offered egress and construction alternatives.

Mr. Brad Smith suggested that BOE review the site and confer with the Zoo's animal keepers. Mr. Gary Moore noted that the cost implications of delivering the yard would also need to be reviewed and presented to the Committee.

Ms. Abano stated that it is becoming cost prohibitive to do a partial demolition, partial construction and final tie-in on the elephant barn, which is the most expensive structure within the project. It was more feasible financially to tear out the existing barn completely and build the new one. Ms. Cardenas asked if USDA approval had been obtained on the temporary shelter.
Ms. Denise Verret replied not yet, but Zoo staff is now working on this. Ms. Cardenas asked if the Zoo will have a timeline before this goes forward. Ms. Verret replied definitely; it won’t take long. The Committee continued to discuss this issue.

Ms. Sandt noted that BOE would return to the Committee with more details on internally phasing the Pachyderm Forest project and the cost impact.

**Ms. Ozawa moved to approve scope revision to the Pachyderm Forest Phase Two. Mr. Espinosa seconded and the motion passed unanimously.**

**Rainforest of the Americas**

The Rainforest of the Americas project is in schematic design. After a collective review of the drawings, estimate, and the 100% design submittal from Portico Group, the project was found to be slightly over budget. A design meeting was held with Portico, who was given direction on items to redesign to bring the project within budget. This is the right stage in the design/construction process to be doing this correction without cost to the project. Portico has agreed to provide a new work plan next week. The redesign period has taken up some of the schedule float, but has not delayed the project. The design is anticipated to be complete before the end of 2007.

Ms. Sandt asked if the design changes were substantial. Ms. Abano replied no; the Rainforest site goes up an extreme hill and taking the exhibits up the hill is driving the project cost, so now the project will be placed lower along the hill, as opposed to going up the hill. This is a rework of all the animal exhibits within the design. Ms. Ozawa asked if this would make pedestrian access easier. Ms. Abano replied yes, the planned switchbacks to go up the hill were costing some money.

**Reptile and Insect Interpretative Center**

The Reptile and Insect Interpretative Center is in the schematic design phase. The Cultural Affairs Commission gave final approval on the project on May 3, 2007. As previously reported, this project is on the Mayor’s list for the Greening of L.A., and the project will have a green roof.

Ms. Sandt asked what impact adding the green roof would have on the budget. Ms. Abano replied that the order of magnitude submitted by the architect shows a $400K add to the project. Ms. Sandt asked if this was within the amount set aside for the project. Ms. Abano replied it brings the project over budget, but all the other line items in the project have to be reviewed, which is currently being done. Ms. Abano stated she should know within the next week or so how the numbers pan out.

Mr. Espinosa asked if state infrastructure bonds could be applied for on any of the projects. Ms. Abano replied she was not aware of any, but could find out and report back. The Committee discussed this possibility briefly.
Ms. Weitzer asked if any credit could be gotten from DWP regarding the green roof, in order to bring the $400K cost down. This was also discussed by the Committee.

Projects in Construction

Gorilla Exhibit Project

Construction is 80% complete and visitor pathway construction is in process. Landscape planting continues. Exhibit I is completed, except for the handrails. Construction is ahead of schedule and completion is anticipated in August 2007.

Through the course of construction, rain delays have occurred and change orders have been issued, which pushed construction completion to a later date, compensable to the contractor. A substantial number of days have been added to the contractor’s contract. Thirty-nine change orders have been issued to approximately $800K, which is about 6% of the construction contract. Within the $800K range, one $250K change order requires Ms. Abano to get approval from the Board of Public Works (BPW) for its execution. This change order is being negotiated, but BOE has received a cost proposal from the contractor.

Ms. Ozawa asked what the change order was for. Ms Abano replied for the unforeseen conditions on the site during excavation to install moat walls. Abandoned and unexpected pipes were encountered that had to be removed or relocated to build the moat walls’ foundation. Redesign had to be done during construction, so not only was the architect’s contract amended, but the contractor’s, too. Ms. Sandt asked if this was pertinent to the Jones and Jones amendment. Ms. Abano replied yes, the contract was amended so the construction process would not be delayed, which has resulted in the project being currently ahead of schedule. None of the funding change orders will add to the project budget, in fact, savings are being identified; all is within this project’s construction contingency.

Ms. Weitzer asked when the gorillas’ arrival is anticipated. Ms. Verret replied August 2007. Ms. Sandt observed that since this change order has to be approved by BPW, it is a note and file item for the Committee.

Ms. Abano stated that the Jones and Jones amendment was moved over by BPW the day before and now requires Mayor and Council approval. This is required because the consultant has been with the same contract for over five years.

The Golden Monkey Exhibit

The Golden Monkey Exhibit is being built by GSD and is 50% complete. Currently, caging is being coordinated and framing for the viewing structure is being done.
BOE is sending forward a Board report to increase the funding issued to GSD by $1.1M. GSD was awarded a $2.9M contract to complete the Golden Monkey Exhibit. Unforeseen conditions have been encountered on the site.

Procedurally, GSD does an estimate, and then bids out to their subcontractors. The low bid comes in higher than their estimate, so they need funding to pay for that. $1.1M is needed in GSD’s account to complete the project. Ms. Sandt asked if this was within the amount set aside for Golden Monkey. Ms. Abano replied it was. Also, savings are being identified for the Golden Monkey Exhibit project.

Mr. Espinosa asked if the project should be called by a different name. Ms. Verret replied that the Zoo has had its import permit renewed and is confident that when the time comes, the Chinese will honor the bind agreement for the animals. The Zoo isn’t doing anything in violation of that agreement. A change of leadership in the Chinese Ministry is due to take place very shortly, so the Zoo is still optimistic.

Ms. Ozawa asked when the golden monkeys would arrive. Ms. Verret answered that the animals, as primates from a foreign country, will have a longer quarantine period, about ninety days. This exhibit isn’t due to be finished until February 2008, but even prior to that date, the agreement requires that the Zoo invite the Chinese authorities to inspect the exhibit to ensure it is suitable and to their liking. The Zoo still believes that the Chinese government will issue the export permit and fulfill the standing agreement.

Mr. Espinosa asked if the exhibit design has been or will be shared with the Chinese. Ms. Verret replied that was shared at the time of design, a long time ago. Ms. Ozawa asked if the invited visit from the Chinese had been included as part of the project budget. Ms. Verret replied the agreement called for the Zoo to pay for everything as part of the Zoo’s budget, and the Zoo is prepared to do that when the time comes.

Ms. Tricia Carey asked if there was a Plan B. Ms. Verret stated that Plan B is to exhibit another Asian species of primate within that exhibit, such as siamangs or gibbons, etc. Ms. Carey asked when the ship should be abandoned. Ms. Verret replied the truth is that it’s more difficult for the Zoo to get the U.S. import permit than for the Chinese to give the animals. The Chinese government is completely in control and capable of delivering whatever is needed in the appropriate time. Ms. Verret opined there would be plenty of time to ascertain if another animal would need to be exhibited well before the exhibit is complete and ready to be opened. At that point, any animals would be obtained from the U.S. captive population.

Ms. Cardenas asked if the figure increasing the GSD budget is based on actual bids. Ms. Abano replied that some of the shortfall coverage amounts are based on actual dollar amounts.

Ms. Abano concluded her BOE Program Manager’s Status Report.
Ms. Sandt noted that the GSD funding change is a note and file for the Committee, since it’s within the project budget.

3. Program Management Staffing for 2007-08

Ms. Abano reported that the existing staffing for BOE is seven full-time resolution authorities, and the Zoo has one full-time resolution authority for a Senior Clerk-Typist and one half-time for an Accounting Clerk II. The Bureau of Accounting has one full-time resolution authority position. Right now, they've been reallocated and refunded. The staff is needed until the completion of the project, through September 2010. Ms. Sandt stated that the engineering positions were actually in BOE’s 2007-08 budget.

Ms. Sandt expressed her concern over the accounting position and briefly discussed this with Ms. Verret and Ms. Aguilar.


Ms. Morgan reported that there have been no significant gifts.

Next Meeting: Ms. Sandt stated the next meeting is scheduled for June 28, 2007.

Public Comment

Mr. Espinosa thanked the Zoo for providing a site for Million Trees LA to give away trees to visitors and for the Bureau of Sanitation to give away mulch during the Zoo's Big Bunny weekend event. This was extremely successful.

Ms. Weitzer thanked Ms. Abano for doing such a good job.

Ms. Sandt adjourned the meeting at 10:42 a.m.

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