Committee Members Present:

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

Others Present:

Claudia Aguilar, Maria Cardenas, CAO; Stephanie Clements, Nick Pendorf, General Services Department (GSD); Jeb Bonner, Greater Los Angeles Zoo Association (GLAZA); Lisa Beal, Jessica Frederick, Public; Charley Mims, Public Works Bureau of Contract Administration (BCA); Rebecca Abano, Lynette Howlett, Gary Moore, Public Works Bureau of Engineering (BOE); Darryl Pon, Los Angeles Zoo.

Ms. Ellen Sandt called the meeting to order at 10:00 a.m.

1. Minutes for Approval – Meeting of August 30, 2007

Ms. Lynne Ozawa moved to approve the Zoo Bond Oversight Committee (ZBOC) special meeting minutes of August 30, 2007. Mr. Chris Espinosa 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 Budget

Through the end of August 2007, $94M has been expended of the $169M budget. No changes have been made to the program budget.

Master Program Schedule

Overall completion is anticipated by September 2010. No changes have been made to the Master Program Schedule.
Status of Active Projects

Pachyderm Forest

The Portico Group, the project’s design architect, continues to work on the construction documents; design should be complete before the end of 2007. On August 13, 2007, the Board of Public Works (BPW) approved the recommendation to assign Phase Two construction to the General Services Department (GSD). GSD has been provided with the latest plans from Portico, and GSD is working on the estimate and reallocating sources as well as revisiting the new Memorandum of Understanding (MOU). Issuance of the Notice to Proceed (NTP) is anticipated by next month. If work is started in October 2007, the elephant yard could be completed by May 2008.

Rainforest of the Americas

Ms. Abano reported that Portico Group continues the design and the project is now in the design development phase. A design workshop is scheduled for October 1, 2007.

Reptile and Insect Interpretative Center

The Reptile and Insect Interpretative Center project is in the design development phase and is further along than the Rainforest project. 50% design development was received in August 2007, and a review was completed. The next design submittals are anticipated in October 2007. The key project issue is determining the project’s electric power source; one of the existing main transformers near the jobsite may need to be upgraded.

As previously reported, this project is on the Mayor’s list for the Greening of L.A. A funding application has been submitted to the State Department of Forestry.

Gorilla Exhibit Project

The project is complete and in the closeout phase. The Certificate of Occupancy (CO) has been obtained, but the contractor is still doing punch list work and minor change order work as the Zoo moves into the facility.

Forty-five change orders were issued and are estimated at about $1.2M, which is approximately 10% of the construction contract. The project is anticipated to close at least two months ahead of schedule and approximately $300K under budget.

The Golden Monkey Exhibit

The Golden Monkey Exhibit is approximately 78% complete and GSD is doing the construction. Currently ongoing are caging installation, landscaping, irrigation, concrete paving, and completion of the visitor pathway. Completion is anticipated in January 2008.
Yesterday, BOE received a project status report on all the GSD projects. BOE found discrepancies between their reporting and GSD’s reporting, but has not addressed this to GSD yet. Mr. Gary Moore noted that the highlighted issue is that GSD is stating they have inadequate funding. Ms. Sandt stated that the question is, in terms of timing, when they need it; construction projects reports are being done quarterly now, so hopefully departments are looking ahead toward needs for the coming quarter. If a quarterly project report is missed, then interim reports will have to be made to the City Council. The whole goal of doing quarterly reports is so everyone can look ahead to the coming quarter to ensure funding is in place.

Mr. Moore asked Ms. Sandt if she was giving them a reminder of what is trying to be done with quarterly reports. She replied she would have to check. Ms. Aguilar stated that what she does is send emails to the project managers stating a need for the report; this will be sent out very soon. The procedure is being changed; she will ensure everyone knows what is being done with it. The Committee continued to discuss this quarterly report.

Zoo Infrastructure

Ms. Abano continued with her report. BOE has asked the Department of Water and Power (DWP) to do two transformer replacements: one is TS14, the 350KVA transformer for the Golden Monkey Exhibit. To date, they are working on the project; BOE recently received documentation of the purchase order and vendor invoice, showing that DWP has actually ordered the transformer. The other transformer project is TS1A, which is a large 750KVA transformer which will replace the existing transformer located in the elephant barn. As of last month, DWP has told BOE that they do not want to work on that project at all.

Mr. Espinosa stated that in a short meeting with DWP, DWP said they wished to have this contracted outside, but would work with BOE on signoffs. For some reason, DWP doesn’t want to get involved in this particular transformer issue. DWP wants BOE to contract out this transformer. Mr. Espinosa said he would like to speak with BOE next week to work out BOE’s perspective, and then reconfer with DWP.

Ms. Abano stated that she had met with the CAO’s office and DWP on recycled water. DWP is excited about providing the Zoo with recycled water to use for irrigation. The three projects still in design could have their scope changed to include a ‘purple pipe’ to make irrigation water separate from potable water. This recycled water could be used to water landscaping areas not accessed by animals. The Committee further discussed this proposal.

Ms. Abano concluded her report.

Mr. Jeb Bonner recapped GLAZA's fundraising goal of $4.5M for the Pachyderm Forest. Last month he reported that almost $3.5M had been raised, since then three gifts have been made for $65K. Summer tends to be a slow time for giving, so this is not surprising. Of the $3.7M pledged, about $2.7M has been received; this gap is essentially a funding issue, of which GLAZA can handle the funding. The difference between the $3.7M and the $4.5M is turning a goal into a commitment, which will be discussed at the GLAZA Board of Trustees Meeting on October 18, 2007. GLAZA looks forward to transferring those funds in January or February 2008. No issues are foreseen, it just needs to go through its process.

Next Meeting

Ms. Sandt stated the next meeting is set for October 25, 2007.

Public Comment

Mr. Nick Pendorf stated that GSD has been working with BOE on the Pachyderm Forest, and he understands there is great concern about Billy the elephant: to move him from where he is to a temporary location, and to complete his yard as quickly as possible. Mr. Pendorf stated that GSD can commit to BOE's proposed schedule for the yard and temporary structure, but a concern is that GSD may not be able to complete the exhibits, which would allow the public to see Billy. Additional time or flexibility on the amount of budget for overtime may be needed to make the schedule.

Ms. Sandt asked if GSD is stating that the yard could be done so Billy can be moved. Mr. Pendorf replied that the BOE's timeframe is achievable, barring any extraordinary events, but GSD knows of great concern, and doesn't want to go into this without informing the Committee of GSD's performance capabilities. GSD can definitely commit to taking care of Billy and his yard, but has concerns about all the exhibits and pathways leading to that that will require assembling information in order to put them out to bid, and obtain supplies and specialty equipment. GSD has gotten used to the requirements for the Zoo's specialized environment, requiring longer delivery times than anticipated. Ms. Sandt asked what the timeframe would be to finish the exhibits. Mr. Pendorf replied that the MOU specifies a complete finish date of May 2008; Billy could be in that space by then, but an additional two months may be needed. Of course GSD would try to make the original schedule.

Ms. Sandt asked if Mr. Pendorf had a sense of cost if work had to be accelerated and overtime paid. Mr. Pendorf replied no. Mr. Moore asked approximately how much labor would cost between now and May 2008.
Mr. Pendorf asked if this included additional cost for accelerating the work. Mr. Moore replied no, just between now and the finish of the work. Ms. Abano noted that the total project cost was $3.2M. Mr. Moore noted this was probably 50/50 labor/materials; to accelerate the work would potentially cost in the $300K to $400K range.

Ms. Aguilar asked for clarification, is this a matter of the public having access to views of Billy the elephant. Mr. Lewis replied that this area has a Chinese cultural section and a couple of small exhibits for deer and crane associated with it. Once the Golden Monkey Exhibit is finished, the public will still have access to this space, with a circular walk. From the Zoo’s perspective, the priority would be getting the yard complete for Billy to move; the exhibits are a kind of bonus at this point. The Zoo’s primary focus is to move Billy, which also facilitates the second half of the project involving tearing down the old barn.

Ms. Maria Cardenas asked why the schedule slipped and if anything could be done to avoid this happening again. Ms. Abano replied that the schedule hasn’t slipped, because a NTP hasn’t been issued. The Committee briefly discussed this issue further.

Ms. Sandt adjourned the meeting at 10:26 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.