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May 4, 1959

Mr. James Richardson 2932 N. W. Imperial Terrace Portland, Oregon

Dear Mr. Richardson:

In order that you may continue to be completely informed on the status of our equipment studies, the following report is submitted herewith. You may also wish to present a portion of this report at one of the next Commission meetings.

<u>PERMANENT SEATING</u> - Seating engineers for two of the nation's major manufacturing concerns are working on proposed layouts. As soon as the definite total of seats is determined, the architects will pull together a set of specifications for consideration, comment and approval by you and the Commission.

<u>PORTABLE SEATING</u> - No action is underway on this, pending a decision on the permanent seating. A coordinated seating program, however, is envisioned and the folding chairs may be made a part of the same set of specifications as the permanent, if this meets with Commission approval.

RAMPS AND RISERS - Two systems are under study. Representative firms are preparing proposals and specifications. As soon as these engineering reports are received, we can begin to pull this together.

SPOTLIGHTS - Bids will be opened on these on 7 May.

SOUND SYSTEM - Recommendations of the accoustical engineers have been studied by the architects and electrical consultant. The plans are now under independent study by a prominent manufacturer. Specifications can be developed after receipt of further information. This, however, will take time and should not be rushed.

<u>PORTABLE STAGE</u> - Proposed plans for this are being drawn by one manufacturer now. Two other manufacturers will be sent complete information and requests for proposals.

CONCESSIONS AND CATERING - A study is now under way by the architects to determine a possible catering kitchen layout. Plans have also been sent to a national concessions concern which has offered to assist with a proposed equipment layout.

Many other items of equipment are also under study at this time. A comprehensive schedule for study, preparation of specifications, bidding and purchase has been developed and is serving as a general guide for the Manager and architects.

Respectfully submitted, MEMORIAL COLISEUM

Don Jewell General Manager

DJ:klw

cc: Exposition-Recreation Commission Andre Lamoreux