

Portland, Oregon

FINANCIAL IMPACT and PUBLIC INVOLVEMENT STATEMENT For Council Action Items

(Deliver original to Financial Planning Division. Retain copy.)

1. Name of Initiator Sue Williams		2. Telephone No. 503-823-5520	3. Bureau/Office/Dept. Environmental Services
4a. To be filed (hearing date): August 10, 2011	4b. Calendar (Check One) Regular <input type="checkbox"/> Consent <input checked="" type="checkbox"/> 4/5ths <input type="checkbox"/>		5. Date Submitted to Commissioner's office and FPD Budget Analyst:
6a. Financial Impact Section: <input checked="" type="checkbox"/> Financial impact section completed		6b. Public Involvement Section: <input checked="" type="checkbox"/> Public involvement section completed	

1) Legislation Title: Amend Contract with CMTS, Inc. to increase compensation. (Ordinance, Amend Contract No. 37903)

2) Purpose of the Proposed Legislation: Increase the not to exceed amount to allow for continued construction management, inspection and project support services for projects currently under construction and during start up and close out phases for the Combined Sewer Overflow Program.

3) Which area(s) of the city are affected by this Council item? (Check all that apply—areas are based on formal neighborhood coalition boundaries)?

- | | | | |
|--|------------------------------------|------------------------------------|--------------------------------|
| <input checked="" type="checkbox"/> City-wide/Regional | <input type="checkbox"/> Northeast | <input type="checkbox"/> Northwest | <input type="checkbox"/> North |
| <input type="checkbox"/> Central Northeast | <input type="checkbox"/> Southeast | <input type="checkbox"/> Southwest | <input type="checkbox"/> East |
| <input type="checkbox"/> Central City | | | |

FINANCIAL IMPACT

4) Revenue: Will this legislation generate or reduce current or future revenue coming to the City? If so, by how much? If so, please identify the source. No

5) Expense: What are the costs to the City as a result of this legislation? What is the source of funding for the expense? *(Please include costs in the current fiscal year as well as costs in future years. If the action is related to a grant or contract please include the local contribution or match required. If there is a project estimate, please identify the **level of confidence**.)* This legislation requests an increase in the not to exceed limit of \$2,500,000 for services through the end of the contract term, December 31, 2012. Services will be requested as needed, billed per the rates included in the contract and charged against the fiscal year Capital Improvement Program and Operating budgets.

6) Staffing Requirements:

- Will any positions be created, eliminated or re-classified in the current year as a result of this legislation? *(If new positions are created please include whether they will be part-time, full-time, limited term, or permanent positions. If the position is limited term please indicate the end of the term.)*
No
- Will positions be created or eliminated in future years as a result of this legislation?
No

(Complete the following section only if an amendment to the budget is proposed.)

7) Change in Appropriations *(If the accompanying ordinance amends the budget please reflect the dollar amount to be appropriated by this legislation. Include the appropriate cost elements that are to be loaded by accounting. Indicate "new" in Fund Center column if new center needs to be created. Use additional space if needed.)*

Fund	Fund Center	Commitment Item	Functional Area	Funded Program	Grant	Sponsored Program	Amount

[Proceed to Public Involvement Section — REQUIRED as of July 1, 2011]

PUBLIC INVOLVEMENT

184819

8) Was public involvement included in the development of this Council item (e.g. ordinance, resolution, or report)? Please check the appropriate box below:

☐ YES: Please proceed to Question #9.

☒ NO: Please, explain why below; and proceed to Question #10.

This is an amendment to an existing contract, however at the time the RFP process was conducted and this consultant selected the public was represented through the participation of a member of the public on the selection committee.

9) If "YES," please answer the following questions:

a) What impacts are anticipated in the community from this proposed Council item?


b) Which community and business groups, under-represented groups, organizations, external government entities, and other interested parties were involved in this effort, and when and how were they involved?

c) How did public involvement shape the outcome of this Council item?

d) Who designed and implemented the public involvement related to this Council item?

e) Primary contact for more information on this public involvement process (name, title, phone, email):

10) Is any future public involvement anticipated or necessary for this Council item? Please describe why or why not.

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APPROPRIATION UNIT HEAD (Typed name and signature)



CITY OF PORTLAND ENVIRONMENTAL SERVICES



1120 SW Fifth Avenue, Room 1000, Portland, Oregon 97204 ■ Dan Saltzman, Commissioner ■ Dean Marriott, Director

City Council
Agenda Item
Staff Supplemental Report

TO: Commissioner Dan Saltzman
THROUGH: Matt Grumm or Amy Trieu

FROM: Sue Williams *SW*

Will Fly

DATE: July 15, 2011

RE: Amend Contract with CMTS, Inc. to increase compensation. (Ordinance, Amend Contract No. 37903)

Requested Council Hearing Date: August 10, 2011

I. RECOMMENDATION

Approve amendment to increase the not to exceed limit on the contract with CMTS to allow continued services through the start up and close out of the CSO Program.

II. BACKGROUND

Contract 37903 was authorized by Council April 4, 2008 with an initial term through December 31, 2010. The established not to exceed limit was \$12,250,000. The Ordinance authorized the Purchasing Agent to execute an amendment extending the Contract if needed through December 31, 2012 and increasing it by \$4,750,000 to total of \$17,000,000. In January 2011 Council authorized an amendment to add an Inspector Apprentice Program and increased the contract \$300,000 to cover the cost of apprentices.

From April 2008 through July 2011 BES had Capital Improvement Program expenditures of over \$550 million and completed construction of 180 projects. In addition to the 180 completed projects, there are currently 142 projects in the construction phase. CMTS has provided construction management, inspection and project support personnel during this period to augment BES staff. In addition to planned projects, the CIP included a number of unanticipated or emergency projects that required inspection and construction management services beyond what was anticipated when the original contract estimate was prepared in late 2007. These include:

- Fanno Basin projects
- Transit Mall Rehab
- NW 23rd
- Eastside Streetcar
- Couch Couplet

- Sandy Blvd.
- Iowa Viaduct

184819

This requested increase is necessary to provide continuing services for projects currently under construction and CSO start up and close out activities through the end of the contract term in late 2012.

Contract employees provided through this contract supplement the City work force during peak periods, providing construction managers, inspectors and project support personnel. Bureau staff routinely monitor the use of these services in efforts to balance an appropriate mix of contract and city staff. The "BES Guidelines for Staffing Decisions" are reviewed periodically to ensure we are applying a consistent approach in how we utilize contract staff. And, during the annual budget process, the overall mix is reviewed and as necessary new City positions proposed.

III. FINANCIAL IMPACT

Services obtained and billed through these contracts are included in the adopted Capital Improvement Program budget.

IV. LEGAL ISSUES

None identified. The contracts meet all City requirements for contracted services.

V. CONTROVERSIAL ISSUES

None identified.

VI. LINK TO CURRENT CITY POLICIES

This action is consistent with established City procurement policies.

VII. CITIZEN PARTICIPATION

Citizen participation was included during the selection of the consultant at the time the contract was established.

VIII. OTHER GOVERNMENT PARTICIPATION

None identified or appropriate.

IX. FINANCIAL IMPACT ON LOCAL ECONOMY

IF APPLICABLE, PROVIDE INFORMATION ON ESTIMATED NUMBER OF JOBS CREATED BY THIS ACTION

This action will not likely create new jobs, but will provide continued employment for approximately 20 individuals.

IF THIS ACTION IS CONTRACT-RELATED, PROVIDE INFORMATION ON M/W/ESB PARTICIPATION (NUMBER AND PERCENTAGE)

To date, MBESB participation on this contract totals 29%.

- X. IF THIS IS A CONTRACT, DOES CONTRACTOR HAVE A CURRENT BUSINESS LICENSE? Yes WHAT IS THEIR BUSINESS LICENSE NUMBER? 727909
IS THEIR ACCOUNT WITH THE CITY CURRENT? Yes IF NOT, HOW MUCH IS OWING? _____