

Portland, Oregon

FINANCIAL IMPACT and PUBLIC INVOLVEMENT STATEMENT For Council Action Items

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

| | | | |
|---|---|---|---|
| 1. Name of Initiator Rich Attridge, Project Manager | | 2. Telephone No. 3-5566 | 3. Bureau/Office/Dept. OMF-Internal Bus Services- Facilities Services |
| 4a. To be filed (date): October 13, 2011 | 4b. Calendar (Check One) Regular Consent 4/5ths <input type="checkbox"/> <input checked="" type="checkbox"/> <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 Northwest Testing, Inc. to increase contract amount by an additional \$6,655.30 to provide additional materials testing & special inspection consulting services for the Fire Station 31 project. (Ordinance; amend Contract No. 36927)

2) Purpose of the Proposed Legislation:

The purpose is to amend the contract for testing services for the fire station 31 construction project.

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

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 related to 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 amendment increases the amount of the contract by \$6,655.30. This is covered within the project's budget.

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

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 contract was not processed with the public since it is in support of a construction project contract. But the project was processed with the public, neighborhood association, and adjacent property owners.

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.


JEFFREY B. BAER, DIRECTOR, BUREAU OF INTERNAL BUSINESS SERVICES

BUREAU DIRECTOR (Typed name and signature)



CITY OF PORTLAND
OFFICE OF MANAGEMENT AND FINANCE

Sam Adams, Mayor
Jack D. Graham, Chief Administrative Officer
Jeffrey B. Baer, Director, Bureau of Internal Business Services

Robert F. Kieta, Manager
Facilities Services

1120 S.W. Fifth Avenue, Rm. 1204
Portland, Oregon 97204-1912
(503) 823-5288
FAX (503) 823-6924
TTY (503) 823-6868

184938

DATE: September 27, 2011

TO: Mayor Sam Adams

VIA: Jeff Baer, Director of Internal Business Services
Bob Kieta, Facilities Services Manager

FROM: Rich Attridge, Project Manager

RE: * Amend contract with Northwest Testing, Inc. to increase contract amount by an additional \$6,655.30 to provide additional materials testing & special inspection consulting services for the Fire Station 31 project. (Ordinance; amend Contract No. 36927)

**FOR MAYOR'S OFFICE USE
ONLY**

Reviewed by Bureau Liaison

1. **INTENDED THURSDAY FILING DATE:** October 13, 2011
2. **REQUESTED COUNCIL AGENDA DATE:** October 19, 2011
3. **CONTACT NAME & NUMBER:** Rich Attridge, 3-5566
4. **PLACE ON:** X **CONSENT** **REGULAR**
5. **BUDGET IMPACT STATEMENT ATTACHED:** X **Y** **N** **N/A**
6. **(2) ORIGINAL COPIES OF CONTRACTS APPROVED AS TO FORM BY CITY ATTORNEY**
ATTACHED: X **Yes** **No** **N/A**

7. BACKGROUND/ANALYSIS

Attached is an ordinance to increase Northwest Testing, Inc's Contract No. 36927 by \$6,655.30 to allow for completion of the subject project. The amendment will allow for additional materials testing & special inspection consulting services for the Fire Station 31 project to include: additional welding and epoxy inspections.

RFP No. BGS014 for consultants to provide Materials Testing & Special Inspection Consulting Services as required was issued on March 10, 2006. Five firms responded and all were awarded contracts. A contract in the amount of \$50,000 was awarded to Northwest Testing, Inc. who is a state-certified MBE and ESB.

Amendment No. 1 was issued in May of 2009, extending the contract expiration date by one year, or until July 31, 2010.

Amendment No. 2 was issued in May of 2010, extending the contract expiration date by one year, or until July 31, 2011.

Ordinance No. 184702, passed by the Council on June 29, 2011 authorized amendment No. 3 to Contract No. 36927 to allow for additional materials testing & special inspection consulting services for

the Fire Station 31 project in the amount of \$15,057.30. Services included the following: inspections for wood diaphragms and shearwalls, continuous concrete, field gluing, epoxy dowel installation, and fabrication shop. Additional work also includes pre-construction testing of masonry grout, mortar and CMU prisms.

Amendment No. 3 to Contract No. 36927 allowed for additional materials testing & special inspection consulting services up to \$5,000 upon the approval of City's Project Manager and written amendment to Contract No. 36927 approved by City's Chief Procurement Officer to allow for completion of the Fire Station 31 project.

Amendment No. 4 dated August 3, 2011 extended the termination date one (1) month and one (1) week or until September 8, 2011 to allow for completion of the project.

Amendment No. 5 dated September 19, 2011 identified the additional services allowed in Amendment No. 3 as follows: Reinforced concrete inspection; structural steel inspection; and proprietary anchor/dowel installations.

Four task orders (including amendments) totaling \$70,057 have been issued for various projects.

This ordinance authorizes an amendment, Attachment 1, to the contract to extend the expiration date of the contract retroactively to September 9, 2011 through December 8, 2011. City of Portland Code 5.33.220.D.10 authorizes the renegotiation of existing contracts with incumbent contractors when it is in the best interests of the City. It is necessary and in the best interest of the City for the Contractor to complete the work for Fire Station 31.

8. FINANCIAL IMPACT

The cost of the amendment is \$6,655.30. The cost is covered in the budget for the Fire Facilities G.O. bond Fund.

9. RECOMMENDATION/ACTION REQUESTED

Amend contract with Northwest Testing, Inc. to increase contract amount by an additional \$6,655.30 to provide additional materials testing & special inspection consulting services for the Fire Station 31 project. (Ordinance; amend Contract No. 36927)