

Portland, Oregon

FINANCIAL IMPACT and PUBLIC INVOLVEMENT STATEMENT For Council Action Items

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

1. Name of Initiator Satish Nath		2. Telephone No. 3-7459	3. Bureau/Office/Dept. OMF-EBS
4a. To be filed (date): November 7, 2012	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 the not to exceed value of contract number 36718 with SAP Public Services, Inc. in the amount of \$425,000 to continue software maintenance services for the City's enterprise business system through June 2013. (Ordinance)

2) Purpose of the Proposed Legislation:

To enable the EBS Division of OMF to continue software maintenance on the City's enterprise business system through June 2013.

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)?

- ☐ City-wide/Regional ☐ Northeast ☐ Northwest ☐ North
☐ Central Northeast ☐ Southeast ☐ Southwest ☐ East
☐ Central City
☒ 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.

This ordinance will not impact revenue.

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 ordinance authorizes a contract amendment not to exceed \$425,000 from EBS's existing budget for external materials and services.

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.)*
- **Will positions be created or eliminated in future years as a result of this legislation?**

No positions will be affected by this ordinance.

(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.)*

n/a

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

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 ordinance authorizes an amendment to a contract for internal City support services.

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?

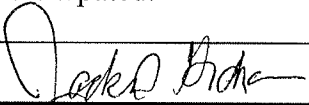
c) How did public involvement shape the outcome of this Council item?

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.

This ordinance relates to internal City support services. No public involvement is anticipated.


JACK D. GRAHAM, CAO



CITY OF PORTLAND
OFFICE OF MANAGEMENT AND FINANCE

Sam Adams, Mayor
Jack D. Graham, Chief Administrative Officer
1120 SW Fifth Ave., Suite 1250
Portland, Oregon 97204-1912
(503) 823-5288
FAX (503) 823-5384
TTY (503) 823-6868
TDD (503) 823-6868

185727

DATE: November 5, 2012

TO: Mayor Sam Adams

FROM: Jack Graham, Chief Administrative Officer

**FOR MAYOR'S OFFICE USE
ONLY**

Reviewed by Bureau Liaison

RE: Ordinance and Contract Amendment to continue software maintenance services for the City's enterprise business system through June 2013.

1. **INTENDED THURSDAY FILING DATE:** November 7, 2012
2. **REQUESTED COUNCIL AGENDA DATE:** November 14, 2012
3. **CONTACT NAME & NUMBER:** Satish Nath, 3-7459
4. **PLACE ON:** X **CONSENT** **REGULAR**
5. **BUDGET IMPACT STATEMENT ATTACHED:** X **Y** **N** **N/A**
6. **(3) ORIGINAL COPIES OF CONTRACTS APPROVED AS TO FORM BY CITY ATTORNEY ATTACHED:** **Yes** X **No** **N/A**

7. BACKGROUND/ANALYSIS

This emergency ordinance authorizes the Chief Procurement Officer to execute an amendment to contract number 36718 with SAP Public Services, Inc. for additional maintenance support through June 2013.

Legal issues – n/a

Controversial issues – n/a

Citizen Participation – n/a

Link to current city policies – n/a

Other governmental participation – n/a

8. FINANCIAL IMPACT

The ordinance authorizes an amendment to the contract not-to-exceed amount totaling \$425,000 from EBS's existing budget appropriations for external materials and services.

9. RECOMMENDATION/ACTION REQUESTED

The EBS Division recommends that the ordinance be approved and the Chief Procurement Officer be authorized to execute the amendment.

An Equal Opportunity Employer

To help ensure equal access to programs, services and activities, the Office of Management & Finance will reasonably modify policies/procedures and provide auxiliary aids/services to persons with disabilities upon request.