

Portland, Oregon

FINANCIAL IMPACT and PUBLIC INVOLVEMENT STATEMENT For Council Action Items

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

1. Name of Initiator Taryn H. Meyer	2. Telephone No. 503-823-5861	3. Bureau/Office/Dept. BES/Pollution Prevention/Coordinated Site Analysis Program
4a. To be filed (hearing date): 12/5/2012	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:

*Authorize Contracts with five firms for On-Call PTE Environmental Site Assessments and Related Services in Support of Capital Improvement, Operating, and Brownfield Projects (Ordinance)

2) Purpose of the Proposed Legislation:

To authorize the Bureau of Environmental Services (BES), Coordinated Site Analysis Program to hire five firms under contract for On-Call PTE Environmental Site Assessment in support of capital improvement, operating, and Brownfield projects. These contracts will provide environmental services on a retainer basis as required in support of Combined Sewer Overflow, watershed, sewer, and other capital and operating projects for BES and other bureaus.

These on-call service contracts are maintained to provide specific services that cannot be done in-house or require substantial project management.

These on-call services are instrumental in reducing time and money spent for emergencies that arise during city projects. During construction, it is not uncommon to encounter unanticipated contaminated media, underground storage tanks, and/or other types of environmental issues.

Environmental on-call contracts are thought to be the most efficient with several contractors available on a rotating basis because:

- It spreads the work equitably to the qualifying firms and gives them a sense of the anticipated workloads
- It provides for rapid initiation of work that doesn't require separate council action
- It makes the best use of each contractor's business development dollars and our staff time in selection
- It is a significant opportunity for local, small, minority, and women owned business to perform necessary environmental work for the City.

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.

This legislation will not generate nor reduce current or future revenue coming to the City.

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*.)

There is no additional cost of this legislation. All costs are associated with CIP, operating, and grant funded projects. Most expenses are budgeted for the FY 2012-2013.

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 positions will be created, eliminated, or re-classified in the future years as a result of this legislation.

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

No positions will be created, eliminated, or re-classified in the future years as a result of this legislation.

(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

185799

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.

Any public involvement required for the environmental work associated with the projects the Coordinated Site Analysis program works on is handled by the larger project the work is in support of.

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.

No other public involvement is anticipated. All public involvement required for this work in support of mostly construction projects is performed by the Bureau through the larger projects.



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

185799

City Council
Agenda Item
Staff Supplemental Report

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

FROM: Taryn H. Meyer, Pollution Prevention Program, 503-823-5861

DATE: 11/15/2012

RE: *Authorize Contracts with Five Firms for On-Call PTE Environmental Site Assessment and Related Services in Support of Capital Improvement, Operating, and Brownfield Projects (Ordinance)

Requested Council Hearing Date: 12/5/2012

I. RECOMMENDATION

To authorize contracts with five firms for On-Call PTE Environmental Site Assessment in Support of Capital Improvement, Operating, and Brownfield Projects.

These on-call service contracts are maintained to provide specific services that cannot be done in-house or require substantial project management.

These on-call services are instrumental in reducing time and money spent for emergencies that arise during city projects. During construction, it is not uncommon to encounter unanticipated contaminated media, underground storage tanks, and/or other types of environmental issues.

Environmental on-call contracts are thought to be the most efficient with several contractors available on a rotating basis because:

- It spreads the work equitably to the qualifying firms and gives them a sense of the anticipated workloads
- It provides for rapid initiation of work that doesn't require separate council action
- It makes the best use of each contractor's business development dollars and our staff time in selection
- It is a significant opportunity for local, small, minority, and women owned business to perform necessary environmental work for the City.

For the past several years, the Bureau of Environmental Services (BES), Coordinated Site Analysis program (CSA) has maintained contracts with several environmental consulting firms to provide a variety of on-call services for projects not only in BES, but for other city bureaus. These services include mostly environmental characterization of soil and groundwater in support of construction projects where excavation will take place. The services include Phase I and Phase II environmental site assessments in support of land acquisitions for the Johnson Creek Willing Seller program, the Gray to Green program, Parks and other bureau acquisitions. The CSA program also provides contaminated media management for sewer pipe construction projects where contaminated soil or groundwater is generated and will need to be managed and disposed of at an appropriate facility under federal, state, and local regulations.

The Coordinated Site Analysis Program provides site assessment services not only for the Bureau of Environmental Services, but also for the other City Bureaus, including Water, Transportation, Parks, Fire, and OMF. The CSA program through its careful management of resources saves considerable money and effort in planning and executing this work. The services are provided when the project is in the predesign, design, construction, and/or when there is an unanticipated situation. This work promotes BES' effort for clean rivers.

III. FINANCIAL IMPACT

The total FY cost is \$416,666. Most of this money is budgeted in CIP, operating, and grants projects.

IV. LEGAL ISSUES

None

V. CONTROVERSIAL ISSUES

None

VI. LINK TO CURRENT CITY POLICIES

Through these contracts BES will utilize several W/M/ESB subconsultants.

Through our work we support projects that our improving watershed health and protecting our natural resources and endangered species.

VII. CITIZEN PARTICIPATION

Prior to the release of the RFP, the BES Business Opportunity Program conducted an outreach meeting to encourage M/W/ESB subconsultants to network with potential successful proposers.

VIII. OTHER GOVERNMENT PARTICIPATION

Other City Bureau's request services from the CSA program and these contracts are utilized for most projects. Some projects also involve oversight by the Oregon Department of Environmental Quality and/ or EPA. Army Corp of Engineers, NOAA, DSL, and other governmental agencies are involved in some restoration and dredge projects through their permitting process for in water work.

IX. FINANCIAL IMPACT ON LOCAL ECONOMY

The total FY cost is \$416,666.

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

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

A total of eleven certified M/W/ESB subconsultants may participate on an as-needed basis.
Participation will be dependent on the amount and type of services required as work orders are
issued.

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