

Portland, Oregon

FINANCIAL IMPACT and PUBLIC INVOLVEMENT STATEMENT For Council Action Items

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

1. Name of Initiator Michael Riscica, Project Manager	2. Telephone No. 503-823-5060	3. Bureau/Office/Dept. OMF-Internal Business Services-Facilities Services
4a. To be filed (date): February 21, 2013	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 Carleton Hart Architecture, PC to increase contract amount by an additional \$13,340 to provide additional architectural and engineering services for the Police Facilities Roof Replacement project. (Ordinance; amend Contract No. 30002200)

2) Purpose of the Proposed Legislation:

To amend contract number 30002200 with Carleton Hart Architecture, PC by increasing the contract by \$13,340 to provide additional architectural and engineering service for the Police Facilities Roof Replacement project to allow extended schedule for selected Police Facilities.

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 | | | |
| <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**.)

The total cost of the amendment is \$13,340 for a total Contract amount not to exceed \$138,135.

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.

Not applicable. This project is included in the FY 2012-13 budget.

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?

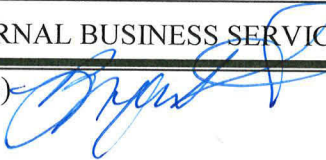
e) Primary contact for more information on this public involvement process (name, title, phone, email):

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

No additional public involvement is anticipated or required.

BRYANT ENGE, DIRECTOR, BUREAU OF INTERNAL BUSINESS SERVICES

BUREAU DIRECTOR (Typed name and signature)





CITY OF PORTLAND
OFFICE OF MANAGEMENT AND FINANCE

Charlie Hales, Mayor
Jack D. Graham, Chief Administrative Officer
Bryant Enge, Director, Bureau of Internal Business Services

185948
Robert F. Kieta, Manager
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(503) 823-5288
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TTY (503) 823-6868

DATE: March 7, 2013

TO: Mayor Charlie Hales

VIA: Bryant Enge, Director of Internal Business Services
Bob Kieta, Facilities Services Manager

FROM: Michael Riscica, Project Manager

RE: * Amend contract with Carleton Hart Architecture, PC to increase contract amount by an additional \$13,340 to provide additional architectural and engineering services for the Police Facilities Roof Replacement project. (Ordinance; amend Contract No. 30002200)

**FOR MAYOR'S OFFICE USE
ONLY**

Reviewed by Bureau Liaison

1. **INTENDED THURSDAY FILING DATE:** March 14, 2013
2. **REQUESTED COUNCIL AGENDA DATE:** March 27, 2013
3. **CONTACT NAME & NUMBER:** Michael Riscica, 3-5060
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 Carleton Hart Architecture, PC's Contract No. 30002200 by \$13,340 to allow for completion of the subject project. The amendment allows for additional architectural and engineering services to include: construction administration during extended schedule for roofing installation at the St. John's Training building; extended schedule for window and cap sheet installation at the North Precinct Facility; and boiler replacement at the Walnut Park Laundromat Building. An extended schedule is necessary to allow for the St. John's Training roof to be completed in spring of 2013 as there was not sufficient time to complete the roof prior to the rainy season. The boiler replacement is work that needs to be done and was added to the scope to utilize the project team that is already working in that area.

The public benefit is the roof replacement of police buildings which the building code classifies as essential facilities. Essential facilities have more stringent structural and code requirements to ensure safety in the time of a disaster.

There is no MWESB participation for this portion of the work.

RFP No. FAC018 for a contractor to provide architectural and engineering services for the Police Facilities Roof Replacement project was issued April 28, 2011. A selection committee reviewed the responses and recommended award of the contract to Carleton Hart Architecture, PC who was the highest scoring Respondent.

The Agreement amount was \$100,295 with an expiration date of August 21, 2013.

Amendment No. 1, dated March 22, 2012, increased the contract amount \$24,500 for a total contract amount of \$124,795 to allow for additional architectural and engineering services for the building located at 5420 NE 6th Avenue, Portland, OR more commonly known as the Walnut Park Laundromat Building.

8. FINANCIAL IMPACT

The cost of the amendment is \$13,340. Project is under budget and the contracted low bid was \$800,000 below the planned project estimate.

9. RECOMMENDATION/ACTION REQUESTED

Amend contract with Carleton Hart Architecture, PC to increase contract amount by an additional \$13,340 to provide additional architectural and engineering services for the Police Facilities Roof Replacement project. (Ordinance; amend Contract No. 30002200)