

IMPACT STATEMENT

Legislation title: *Authorize payment to LTK Consulting Services, Inc. for \$6,348 for operator seat base modification (Ordinance)

Contact name: Kathryn Levine, Streetcar Division Manager

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Presenter name: Kathryn Levine, Streetcar Division Manager

Purpose of proposed legislation and background information:

The purpose of this Ordinance is to authorize payment to the consultant for work that has been provided to Portland Streetcar in good faith.

In November of 2017, LTK Consulting Services was asked to provide a proposal for reviewing a Seat Mounting Base Modification for Portland Streetcar. The consultant provided a scope of work and cost estimate of \$6,348 for this work. A Goods & Services Purchase Order was issued and the consultant proceeded with the work.

Subsequent review of this purchase determined that it should have followed a Professional, Technical & Expert Services contracting process under City Code 5.68, as the consultant was providing professional advice.

Financial and budgetary impacts:

This work is paid for within the existing operation and maintenance budget of Portland Streetcar.

Community impacts and community involvement:

The Operator seat base modification was needed to replace obsolete, broken seats with new and functional seating. This maintenance replacement activity did not require community involvement.

100% Renewable Goal:

Portland Streetcar operates on 100% renewable electric energy.

Budgetary Impact Worksheet

Does this action change appropriations?

☐ **YES:** Please complete the information below.

☒ **NO:** Skip this section

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