

ORDINANCE No. 189035

Amend contract with enfoTech and Consulting, Inc. to increase the not-to-exceed amount to \$1,545,000 for the implementation, support and maintenance of a new Environmental Compliance Information Management System (Ordinance; amend Contract No. 30003170)

The City of Portland ordains:

Section 1. The Council finds:

1. The City of Portland's (City) Bureau of Environmental Services (BES) provides programs for wastewater collection and treatment, stormwater management, water quality protection, and watershed planning. Several programs operate within BES' Pollution Prevention Services (PPS) Group to control discharges to the sanitary and storm water sewer systems, including:

- Industrial Pretreatment and Alternative Discharge Control Program
- Industrial Stormwater Program
- Maintenance Inspection Program
- Outfall Basin Investigations Program
- Incident Investigations Program
- Cut Through the FOG (Fats, Oils, and Grease) Program

2. PPS requires an Environmental Compliance Information Management System (ECIMS) to track about 4,000 commercial and industrial users' compliance with City requirements to control discharges to the sanitary and storm water sewer systems. Currently, the Environmental Compliance Division, within PPS, uses a variety of disparate systems to manage data, including BES-developed applications, a commercial product, spreadsheets, and various paper and electronic files. This situation presents issues regarding data security, data integrity, data accessibility, and operational efficiencies.
3. As part of a collaborative effort between BES and Procurement Services, Request for Proposal (RFP) No. 114322 was issued on October 9, 2012 to establish a contract for the implementation and support of a new ECIMS for an initial period of five years. A total of two proposals were received. Of these two respondents, neither was a registered Minority-owned Business Enterprises, Women-owned Business Enterprises, and Emerging Small Business (M/W/ESB) firm in the State of Oregon.

4. Each proposal was reviewed, evaluated and scored in accordance with Portland City Code 5.33. The evaluation committee consisted of six BES subject matter experts and two external Minority Evaluators. The Minority Evaluators participated in all phases of RFP evaluation, both the written proposal scoring phase, and the ECIMS presentation phase. enfoTech and Consulting Inc. was the highest scoring proposer and was awarded Contract 30003170 as a result of the RFP process. No protests were received.
5. Contract #30003170 had an original not-to-exceed dollar value of \$213,644.00 for the planning and design phase of the new ECIMS system. As recommended by Procurement Services, in order to mitigate risk, this is a "payment for deliverables" contract which states the specific payment amounts to be made for defined deliverables once they are accepted by the City.
6. The scope of Contract #30003170 also included the implementation, support and maintenance of the ECIMS. In order to further mitigate risk, Procurement Services also recommended that this contract intentionally facilitate future amendments, which are tied to individual Statements of Work, so that the associated deliverables and costs are developed with a higher degree of specificity and confidence.
7. Contract 30003170 has been amended twice so far. Amendment 1 added \$19,132.00 to the contract's Not to Exceed amount for additional planning and design services. Amendment 2 extended the term of the Contract to 6/30/2023.
8. This Ordinance would authorize an increase to the value of Contract 30003170 to the not-to-exceed amount of \$1,545,000 for defined deliverables and their specified costs for implementation services as well as ongoing support and maintenance services for the PPS Programs identified in 1. above through 6/30/2023.
9. The Bureau of Technology Services concluded that oversight by the City's Technology Oversight Committee (TOC) is not needed for this project.
10. Expenditures shall be funded by capital expenditure resources, with no additional or new appropriations required, unless adjustments are part of the normal budgetary change and adjustment process, including any required Council approvals.

NOW, THEREFORE, the Council directs:

- a. That the Chief Procurement Officer is authorized to execute amendments to Contract No. 30003170 with enfoTech and Consulting for implementation, support and maintenance of the new ECIMS and to increase the Contract's not-to-exceed value to \$1,545,000, provided each amendment has been approved as to form by the City Attorney.

Passed by the Council, JUN 20 2018
Commissioner Nick Fish

Matt Criblez and Baron Howe
May 9, 2018

Project Number E10461.C73

Mary Hull Caballero
Auditor of the City of Portland

By 

Deputy

Agenda No.

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Title

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INTRODUCED BY Commissioner/Auditor: <i>Mayor Nick Fish Wheeler</i>	CLERK USE: DATE FILED <u>JUN 06 2018</u>
COMMISSIONER APPROVAL Mayor—Finance and Administration - Wheeler <i>KC</i>	Mary Hull Caballero Auditor of the City of Portland By: <i>[Signature]</i> Deputy ACTION TAKEN: JUN 13 2018 PASSED TO SECOND READING JUN 20 2018 9:30 A.M.
Position 1/Utilities - Fritz	
Position 2/Works - Fish	
Position 3/Affairs - Saltzman	
Position 4/Safety - Eudaly	
BUREAU APPROVAL Bureau: Environmental Services Bureau Head: Michael Jordan <i>[Signature]</i>	
Prepared by: James Moering and Babette Faris Date Prepared: May 9, 2018	
Financial Impact & Public Involvement Statement Completed <input checked="" type="checkbox"/> Amends Budget <input type="checkbox"/>	
Portland Policy Document If "Yes" requires City Policy paragraph stated in document. Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
City Auditor Office Approval: required for Code Ordinances	
<input checked="" type="checkbox"/> City Attorney Approval: required for contract, code, easement, franchise, comp plan, charter <i>[Signature]</i>	
Council Meeting Date <u>June 13, 2018</u>	

AGENDA TIME CERTAIN <input type="checkbox"/> Start time: _____ Total amount of time needed: _____ (for presentation, testimony and discussion)
CONSENT <input checked="" type="checkbox"/> <i>Pulled</i>
REGULAR <input type="checkbox"/> Total amount of time needed: _____ (for presentation, testimony and discussion)

FOUR-FIFTHS AGENDA	COMMISSIONERS VOTED AS FOLLOWS:	
	YEAS	NAYS
1. Fritz	<input checked="" type="checkbox"/>	
2. Fish	<input checked="" type="checkbox"/>	
3. Saltzman	<input checked="" type="checkbox"/>	
4. Eudaly	<input checked="" type="checkbox"/>	
Wheeler	<input checked="" type="checkbox"/>	