

## ORDINANCE No. 189168

\* Authorize a two-year lease agreement for office space in the downtown core to accommodate program management and support services for Portland Water Bureau Bull Run Filtration project not to exceed budgeted lease cost of \$269,000 (Ordinance)

The City of Portland ordains:

Section 1. The Council finds:

1. In August 2017, Portland City Council voted to build a water filtration treatment facility to meet U.S. Environmental Protection Agency (EPA) treatment requirements for the pathogen *Cryptosporidium*. The goal of the Portland Water Bureau's ("PWB") Bull Run Filtration Project ("Project") is to design and construct the water filtration treatment facility.
2. To accommodate program management and support services for the Project, PWB desires to lease office space in the downtown core. The project team will consist of PWB staff members and consultants working to plan and design the Project. The co-location of the project team in the office space will facilitate completing the Project on time and on budget by fostering enhanced communications, creating better and closer working relationships, and improving productivity. Funding for Project has been requested as part of the FY 2018-19 budget and will be requested in the FY 2019-20 and FY 2020-21 budgets.
3. PWB has identified a couple of properties that meet the Project's requirement. The Office of Management & Finance's ("OMF") property management team will do its due diligence to ensure that the lease provisions are reviewed and are consistent with commercial standards.
4. City Binding Policy ADM 13.01 directs bureaus to locate their operations in City owned or controlled facilities when these facilities reasonably meet the business need of the bureaus. Resolution No. 37017 reaffirmed ADM 13.01 and directed OMF to work with bureaus to fully implement relevant policies by bringing City operations back into City-owned facilities when cost effective to do so, and to bring leases or rental agreements to Council for approval.
5. OMF and PWB have strategically assessed the space needs against availability of space in existing City-owned facilities in the downtown core. There are no viable options within City-owned facilities to provide sufficient space to accommodate PWB's additional space needs.

NOW, THEREFORE, the Council directs:

- a. The OMF Deputy Chief Administrative Officer or designee is authorized to execute a lease, including any necessary amendment or extension, to accommodate increased staffing and operations of PWB for the Project, with the specific lease term to be subject to commercially reasonable rental rates and terms consistent with other City commercial office leases vetted by OMF property management, with a lease term of approximately two years, and final agreement subject to approved as to form by the City Attorney.

Section 2. The Council declares that an emergency exists in order that this lease agreement may occur without delay; therefore, this ordinance shall be in full force and effect from and after its passage by the Council.

Passed by the Council: SEP 19 2018

Mayor Ted Wheeler


Prepared by: Pauline Goble

Date Prepared: September 4, 2018

**Mary Hull-Caballero**

Auditor of the City of Portland

By:

  
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Deputy

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<p><b>INTRODUCED BY</b> Commissioner/Auditor: <b>Mayor Wheeler</b></p>	<p>CLERK USE: DATE FILED <u>SEP 11 2018</u></p>
<p><b>COMMISSIONER APPROVAL</b></p> <p>Mayor—Finance &amp; Administration - Wheeler <i>NFP</i></p> <p>Position 1/Utilities - Fritz</p> <p>Position 2/Works - Fish</p> <p>Position 3/Affairs - Saltzman</p> <p>Position 4/Safety - Eudaly</p>	<p>Mary Hull Caballero Auditor of the City of Portland</p> <p>By: <u><i>[Signature]</i></u> Deputy</p>
<p><b>BUREAU APPROVAL</b></p> <p>Bureau: OMF CAO: Tom Rinehart <i>TR</i></p> <p>Bureau Head: Carmen Merlo <i>CM</i></p> <p>Facilities Manager: David O'Longaigh <i>DOL</i></p> <p>Prepared by: Pauline Goble Date Prepared: 9/04/2018</p> <p>Impact Statement Completed <input checked="" type="checkbox"/> Amends Budget <input type="checkbox"/></p> <p>Portland Policy Document If "Yes" requires City Policy paragraph stated in document. Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p> <p><b>City Auditor Office Approval:</b> required for Code Ordinances</p> <p><b>City Attorney Approval:</b> required for contract, code, easement, franchise, comp plan, charter <i>[Signature]</i></p> <p>Council Meeting Date <b>9/19/2018</b></p>	<p><b>ACTION TAKEN:</b></p>

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

FOUR-FIFTHS AGENDA	COMMISSIONERS VOTED AS FOLLOWS:	
	YEAS	NAYS
1. Fritz	✓	
2. Fish	✓	
3. Saltzman	✓	
4. Eudaly	✓	
Wheeler	✓	