

## IMPACT STATEMENT

**Legislation title:** \* Amend contract with Enviroissues Inc. in the amount of \$35,000 to provide additional Police Review Board facilitation services. (Ordinance; amend Contract No. 30003585)  
**Contact name:** Ethel Gallares  
**Contact phone:** 503-823-0763  
**Presenter name:** Christopher Paille

**Purpose of proposed legislation and background information:**

Continued coverage for facilitation services to ensure we meet the DOJ required scheduling timelines.

**Financial and budgetary impacts:**

Funding is from existing Police Bureau appropriation.

**Community impacts and community involvement:**

The Police Review Board is an advisory body to the Chief of Police. The Review Board makes recommendations as to findings and proposed officer discipline to the Chief of Police. The Board reviews incidents and investigated complaints of alleged misconduct by non-probationary sworn officers. The Police Review Board is facilitated by a person who is not employed by the bureau and who is not a member of the board. The facilitator prepares a written statement to the Chief of Police of the recommended findings and proposed discipline and a summary of any policy, training, and/or investigation issues or concerns raised by the Police Review Board. These statements, in the form of a memo, are published to the Police Bureau's website twice annually for public review.

### 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

**AMENDMENT NUMBER 4**

**CONTRACT NUMBER 30003585**

**FOR**

**POLICE REVIEW BOARD FACILITATOR**

This Contract was made and entered by and between ENVIROISSUES INC, hereinafter called Consultant, and the City of Portland, a municipal corporation of the State of Oregon, by and through its duly authorized representatives, hereinafter called City.

1. Additional compensation is necessary and shall not exceed \$35,000.

All other terms and conditions shall remain unchanged and in full force and effect.

**CONSULTANT SIGNATURE**


This Contract amendment may be signed in two (2) or more counterparts, each of which shall be deemed an original, and which, when taken together, shall constitute one and the same Contract amendment.

The parties agree the City and Consultant may conduct this transaction by electronic means, including the use of electronic signatures.

Consultant Name: ENVIROISSUES INC

Address: 101 Stewart Street, Suite 1200

Seattle, WA 98101

Signature:  Date: 8/14/17  
Name: Diane Adams  
Title: Principal

Contract Number: 30003585

Amendment Number: 4

Contract Title: POLICE REVIEW BOARD FACILITATOR

**CITY OF PORTLAND SIGNATURES**

By: \_\_\_\_\_  
Chief Procurement Officer

Date: \_\_\_\_\_

By: \_\_\_\_\_  
Elected Official

Date: \_\_\_\_\_

Approved:

By: \_\_\_\_\_  
Office of City Auditor

Date: \_\_\_\_\_

Approved as to Form:

APPROVED AS TO FORM

By: \_\_\_\_\_  
Office of City Attorney

CITY ATTORNEY

Date: 9/13/17

## ORDINANCE NO.

\* Amend contract with Enviroissues Inc. in the amount of \$35,000 to provide additional Police Review Board facilitation services. (Ordinance; amend Contract No. 30003585)

The City of Portland ordains:

Section 1. The Council finds:

1. On October 1, 2013 a contract was entered into between the City of Portland (City) and Enviroissues Inc. to provide police review board facilitation services.
2. The original contract amount was \$40,000 with an expiration date of September 30, 2016.
3. Amendment No. 1 to the contract was passed to provide additional police board facilitator services and increase compensation by \$40,000.
4. Amendment No. 2 to the contract was passed to add Michelle Putney as facilitator.
5. Amendment No. 3 to the contract was passed to extend contract term through August 30, 2019.
6. Amendment No. 4 will add an additional \$35,000 to pay for services rendered through the term of this contract.

NOW THEREFORE, The Council directs:

- a. The Chief Procurement Officer is hereby authorized to execute amendment No. 4 to Contract No. 30003585 between City of Portland and Enviroissues Inc..

Section 2. The Council declares that an emergency exists to avoid lapse in service. Therefore, this ordinance shall be in full force and effect from and after its passage by the Council.

Passed by the Council:

Commissioner: Mayor Ted Wheeler  
Prepared by: Ethel Gallares  
Date prepared: August 15, 2017

**Mary Hull Caballero**  
Auditor of the City of Portland  
By

Deputy

**ORDINANCE NO.**

Title

\* Amend contract with Envirolssues Inc. in the amount of \$35,000 to provide additional police review board facilitator services. (Ordinance; amend Contract No. 30003585)

<p align="center"><b>INTRODUCED BY</b> Commissioner/Auditor: <b>Mayor Ted Wheeler</b></p> <hr/> <p align="center"><b>COMMISSIONER APPROVAL</b></p> <p>Mayor—Finance &amp; Administration - Wheeler <i>MC</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> <hr/> <p align="center"><b>BUREAU APPROVAL</b></p> <p>Bureau: Police Bureau Head: Chief Michael Marshman <i>C. Marshman A/COP</i></p> <p>Prepared by: Ethel Gallares Date Prepared: August 15, 2017</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>if</i></p> <p>Council Meeting Date <i>9/20/17</i></p>	<p>CLERK USE: DATE FILED <u>SEP 12 2017</u></p> <hr/> <p align="center">Mary Hull Caballero Auditor of the City of Portland</p> <p>By: <i>A Susan Parsons</i> Deputy</p> <p><b>ACTION TAKEN:</b></p> <p>SEP 20 2017 <i>RESCHEDULED TO</i> SEP 27 2017 9:30 A.M.</p> <p>SEP 27 2017 <i>Referred to Commissioner of Finance and Administration</i></p>
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<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 type="checkbox"/></p>
<p><b>REGULAR</b> <input checked="" type="checkbox"/> <i>20</i></p> <p>Total amount of time needed: <i>15</i> (for presentation, testimony and discussion)</p>

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