

# ORDINANCE No. 189745

\*Authorize the Director of the Bureau of Environmental Services to execute lease documents for space in Pioneer Tower necessary for bureau operations (Ordinance)

The City of Portland ordains:

## Section 1. The Council finds:

1. Pursuant to Resolution #37017 "Reaffirming the City's Interest to Maximize Investment in City-Owned Facilities and Directing the Office of Management and Finance to Fully Implement ADM", Environmental Services is working with the Office of Management and Finance to maximize the use of space made available for Environmental Services' operations.
2. The Bureau of Environmental Services has been allocated two floors in the reconstructed Portland Building. This space will be fully utilized when staff return from the temporary offices at the 400 building, filling nearly 300 work stations and retaining a small amount of space for future growth and storage needs.
3. Since 2008 Environmental Services has leased space in Pioneer Tower for operation needs that did not fit within available space in the Portland Building. The current Pioneer Tower lease space of 16,754 square feet is used to its full capacity and the current lease is scheduled to expire on November 30, 2019.
4. In preparation for the lease expiration, Environmental Services has retained the services of a Commercial Real Estate Broker to explore potential office suites of sufficient capacity to meet Environmental Services operation needs.
5. Pioneer Tower was found to have the lowest occupancy cost, while providing space to expand staff capacity for workforce growth and development, including seasonal hires. With the help of the broker, Environmental Services has negotiated a 5-year lease term which will expand the current lease area of 16,754 square feet to 21,055 (beginning during Fiscal Year 2020-2021).
6. There is currently no City-owned Facility with capacity to house the Environmental Services staff located in Pioneer Tower, therefore executing this lease is necessary to maintain Environmental Services operations.

NOW, THEREFORE, the Council directs:

- a. The Director of Environmental Services, or designee, is authorized to execute, on behalf of the City, documents as necessary to facilitate the lease with Pioneer Tower once approved as to form by City Attorney. These documents may contain indemnification language. The Director is further authorized to negotiate and execute amendments, or extensions, provided there are no City-owned facilities available that cost-effectively

meet operational space needs during that time frame. If lease negotiations fail, due to terms found to be unacceptable by the Director, the Director is authorized to enter into an agreement to lease space from the next most qualified respondent.


Section 2.

The Council declares that an emergency exists because delays could negatively impact an active real estate negotiation. Therefore, this ordinance shall be in full force and effect from and after its passage by the Council.

Passed by the Council, **OCT 23 2019**  
Commissioner Nick Fish

[Eli Callison]  
[September 26, 2019]

Cost object - ord

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

Deputy

Agenda No.  
ORDINANCE NO.

189745

Title

\*Authorize the Director of the Bureau of Environmental Services to execute ~~certain~~ lease documents necessary for bureau operations (Ordinance)  
for space in Pioneer Tower

<b>INTRODUCED BY</b> Commissioner/Auditor: <b>Fish</b>	CLERK USE: DATE FILED <u>OCT 15 2019</u>
<b>COMMISSIONER APPROVAL</b> Mayor—Finance and Administration - Wheeler Position 1/Utilities - Fritz Position 2/Works - Fish <i>Conner</i> Position 3/Affairs - <i>Hardesty</i> Saltzman Position 4/Safety - Eudaly	8 Mary Hull Caballero Auditor of the City of Portland By: <i>[Signature]</i> Deputy
<b>BUREAU APPROVAL</b> Bureau: Environmental Services Bureau Head: Michael Jordan <i>[Signature]</i> Prepared by: Eli Callison Date Prepared: September 26 <sup>th</sup> , 2019 Financial Impact & Public Involvement Statement Completed <input checked="" type="checkbox"/> Amends Budget <input type="checkbox"/>	<b>ACTION TAKEN:</b>
Portland Policy Document If "Yes" requires City Policy paragraph stated in document. Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
<b>City Auditor Office Approval:</b> required for Code Ordinances	
<b>City Attorney Approval:</b> required for contract, code, easement, franchise, comp plan, charter <i>ff 10/15/19</i>	
Council Meeting Date October 23, 2019	

<b>AGENDA</b> <b>TIME CERTAIN</b> <input type="checkbox"/> Start time: _____ Total amount of time needed: _____ (for presentation, testimony and discussion)
<b>CONSENT</b> <input type="checkbox"/>
<b>REGULAR</b> <input checked="" type="checkbox"/> Total amount of time needed: <u>5 minutes</u> (for presentation, testimony and discussion)

FOUR-FIFTHS AGENDA	COMMISSIONERS VOTED AS FOLLOWS:		
		YEAS	NAYS
1. Fritz	1. Fritz	✓	
2. Fish	2. Fish	✓	
<i>Hardesty</i> 3. Saltzman	<i>Hardesty</i> 3. Saltzman	✓	
4. Eudaly	4. Eudaly	✓	
Wheeler	Wheeler	_____	_____