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191528

Ordinance

Amend Intergovernmental Agreement with Portland State University for the Portland Insights Survey to extend term and increase amount by \$484,716 (amend Contract 30008139)

Passed

The City of Portland ordains:

The Council finds:

1. The City Budget Office's (CBO) purpose is to provide timely, accurate, and unfiltered information and analysis regarding budgeting, forecasting, and fiscal policy issues to City Council, bureaus, and the public.
2. To achieve its mission, the CBO has committed to conducting a yearly survey, the Portland Insights Survey, to better understand Portlanders' perception of City government and its services. This will be accomplished through quantitative surveying and qualitative focus groups with members from various communities and neighborhoods.
3. Council appropriated in fiscal year 2021-22 Adopted Budget new ongoing general fund resources to enhance community connections to the budget process including supporting this project.
4. Ordinance 190797, passed on May 4, 2022, authorized the director of CBO to execute an Intergovernmental Agreement (IGA) with Portland State University's (PSU) Regional Research Institute for Human Services to design and deploy the Portland Insights Survey and Spring 2022 Survey, which would provide research, technical assistance, data collection and analysis, planning, and facilitation services. The IGA was executed on June 24, 2022 as City Contract no. 30008139, and will expire on December 31, 2023.
5. The CBO is interested in extending the IGA with PSU for up to another four years (2024 – 2027), to continue refining the Portland Insights project. Over the four-year period, the funding shall not exceed \$472,716 in total. Funding has been approved in the current CBO

Introduced by

[Mayor Ted Wheeler](#)

Bureau

[City Budget Office](#)

Contact

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📞 [503-823-6006](tel:503-823-6006)

📞 [711](#) Oregon Relay Service

Requested Agenda Type

Consent

Date and Time Information

Requested Council Date

December 6, 2023

budget for the scope of work for the first of the 4 years, with successive funding for the successive years to be part of CBO's operations budgets.

6. The CBO will also provide additional one-time funding of \$12,000 to complete the IGA, which required additional analytic and qualitative work due to higher-than-anticipated survey results. Funding has been approved in the current FY 2023-24 CBO budget.

NOW, THEREFORE, the Council directs:

- A. The director of the CBO, or designee, is authorized to execute on behalf of the City an amendment to the Intergovernmental Agreement with Portland State University related to Section 1 above, in the not-to-exceed amount of \$484,716, and the overall IGA contract not-to-exceed amount of \$694,967, in the form substantially similar to Exhibit A attached. The director of the CBO, or designee, is further authorized to execute amendments, subject to approval as to form by the City Attorney, to the scope of services or the terms and conditions of the intergovernmental agreement, provided the changes do not increase the legal or financial risks to the City, unless appropriation has been approved in the City's fiscal year budget.

Documents and Exhibits

 [Exhibit A](#)

459.89 KB

(<https://www.portland.gov/sites/default/files/council-documents/2023/exhibit-a.pdf>)

An ordinance when passed by the Council shall be signed by the Auditor. It shall be carefully filed and preserved in the custody of the Auditor (City Charter Chapter 2 Article 1 Section 2-122)

Passed by Council
December 6, 2023

Auditor of the City of Portland
Simone Rede

Impact Statement

Purpose of Proposed Legislation and Background Information

Through an Intergovernmental Agreement (IGA) with Portland State University previously authorized for 2022 and 2023, the City Budget Office has successfully developed and conducted the first round of the Portland Insights Survey that helps the City gain a better understanding of Portlanders' perception of City government and its services. This was accomplished through both quantitative surveying and qualitative focus

groups with members from a wide range of communities and neighborhoods. This ordinance authorizes 1) an extension of the agreement with Portland State University to continue to refine and conduct the Portland Insights Survey for another four years, from 2024 to 2027, and 2) provide additional one-time funding of \$12,000 to complete the existing IGA (2022-2023).

Financial and Budgetary Impacts

- The total value of the IGA/contract is \$484,716 (See EXHIBIT A), including \$472,716 for the IGA extension and \$12,000 one-time funding to complete the current IGA.
- City Council has approved of continuous, yearly budget of \$125,000 for the Portland Insights Survey project. This amount was approved in Fiscal Year (FY) 2021-22 and is funded in CBO's base budget in FY 2022-23 and beyond. The annual budget amount that was allocated is sufficient to fund the amount of this IGA, which will cover four fiscal years, including FY 2023-24, FY 2024-25, FY 2025-26, FY 2026-27, and FY 2027-28.
- The one-time funding of \$12,000 to complete the existing IGA is available in the FY 2023-2024 Budget.
- There are no direct increases in revenue anticipated as a result of this ordinance. However, it is anticipated that the results of the Portland Insights Survey will help guide City's budgeting and policy-making efforts to make our programs more cost-effective in the long run.

Community Impacts and Community Involvement

Community engagement is an integral part of the Portland Insights Survey. The format of the survey alternates between being quantitative and qualitative in alternate years. The first round of the quantitative survey was conducted in 2022 and the qualitative focus groups in 2023. Special attention was paid to ensure representation from underserved communities, including Black, indigenous, Peoples of Color, LGBTQ+, and disabled communities.

The project team has partnered with and funded numerous community-based organizations and minority and women-owned enterprises, to help us with outreach to diverse underserved communities.

This effort will continue into 2024 and 2027 with refinement with the extension of the IGA with Portland State University.

100% Renewable Goal

Not applicable.

Agenda Items

974 Consent Agenda in [November 29, 2023 Council Agenda](https://www.portland.gov/council/agenda/2023/11/29)
(<https://www.portland.gov/council/agenda/2023/11/29>)

Passed to second reading

Passed to second reading December 6, 2023 at 9:30 a.m.

994 Consent Agenda in [December 6, 2023 Council Agenda](https://www.portland.gov/council/agenda/2023/12/6)
(<https://www.portland.gov/council/agenda/2023/12/6>)

Passed

Commissioner Mingus Mapps Yea

Commissioner Carmen Rubio Yea

Commissioner Dan Ryan Yea

Commissioner Rene Gonzalez Yea

Mayor Ted Wheeler Yea