

City of Portland, Oregon

## FINANCIAL IMPACT STATEMENT For Council Action Items

(Deliver original to Financial Planning Division. Retain copy.)

|  |   |  |
|--|---|--|
| 1. Name of Initiator<br>John Hunt, CityFleet Manager | 2. Telephone No.<br>(503) 823-4302  | 3. Bureau/Office/Dept.<br>OMF/ Bureau of<br>Internal Business<br>Services/ CityFleet |
| 4a. To be filed (date)<br>March 3, 2010              | 4b. Calendar (Check One)<br>Regular      Consent      4/5ths<br><input type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/> | 5. Date Submitted to FPD Budget Analyst:   |

**1) Legislation Title:**

\*Authorize acquisition of vehicles for use by City Bureaus at \$302,685 (Ordinance)

**2) Purpose of the Proposed Legislation:**

The purpose of this ordinance is to authorize CityFleet to do the following in accordance with Resolution 35960 requiring Council approval of leases, upgrades to replacements, and new vehicle additions. The following leases and new additional vehicles have been requested:

- \$14,600 for leased excavator for Portland Bureau of Transportation.
- \$7,350 for one new small utility vehicle for the Bureau of Environmental Services.
- \$19,500 for one new utility vehicle for the Parks Bureau.
- \$25,000 for one new ¾-ton pickup truck for the Parks Bureau.
- \$11,235 for one new trailer-mounted light tower for the Portland Bureau of Transportation.
- \$5,000 for upgrading sedan to pickup truck for Portland Bureau of Transportation.
- \$220,000 for upgrade of sewer cleaning truck for Bureau of Environmental Services.

**3) Revenue:**

**Will this legislation generate or reduce current or future revenue coming to the City? If so, by how much? If new revenue is generated please identify the source.**

This request does not impact City revenues.

**4) Expense:**

**What are the costs to the City as a result of this legislation? What is the source of funding for the expense?** *(Please include costs in the current fiscal year as well as costs in future years) (If the action is related to a grant or contract please include the local contribution or match required)*

Estimated one-time and ongoing costs:

| <b>Requested Purchase</b>        | <b>FY 2010<br/>Capital &amp;<br/>Outfitting</b> | <b>Annual<br/>Operations<br/>Est.</b> | <b>Annual<br/>Replacement<br/>Est.</b> |
|----------------------------------|---|---------------------------------------|--|
| Parks new utility vehicle        | \$ 19,500                                       | \$1,152                               | \$ 2,784                               |
| Parks new ¾-ton pickup           | \$ 25,000                                       | \$2,580                               | \$ 2,772                               |
| BES new small utility vehicle    | \$ 7,350  | \$1,152                               | \$ -                                   |
| PBOT upgraded pickup truck       | \$ 5,000  | \$ -                                  | \$ 508                                 |
| BES upgraded catch basin cleaner | \$220,000                                       | \$ 750                                | \$ -                                   |

PBOT's leased excavator is expected to cost \$14,600 in FY 2009-10. PBOT has an interagency agreement for leases with CityFleet to pay for this expense. The request does not require additional appropriation for PBOT. New and upgraded vehicles will have costs associated with the operations and maintenance and future replacement. Bureaus will not be charged for services until the units have been issued to the Bureau for use.

**Staffing Requirements:**

**5) Will any positions be created, eliminated or re-classified in the current year as a result of this legislation?** *(If new positions are created please include whether they will be part-time, full-time, limited term or permanent positions. If the position is limited term please indicate the end of the term.)*

No additional staffing is required for this request.

**6) Will positions be created or eliminated in future years as a result of this legislation?**

This action does not impact future staffing levels.

**Complete the following section only if an amendment to the budget is proposed.**

**7) Change in Appropriations** *(If the accompanying ordinance amends the budget please reflect the dollar amount to be appropriated by this legislation. Include the appropriate cost elements that are to be loaded by accounting. Indicate "new" in Center Code column if new center needs to be created. Use additional space if needed.)*

Jeff Baer, Director of the Bureau of Internal Business Services

APPROPRIATION UNIT HEAD (Typed name and signature)



**CITY OF PORTLAND**  
OFFICE OF MANAGEMENT AND FINANCE

**Sam Adams, Mayor**  
**Kenneth L. Rust, Chief Administrative Officer**  
**Jeffrey B. Baer, Director, Bureau of Internal Business Services**

**CityFleet**

**John Hunt, Manager**  
**City Fleet**  
2835 N Kerby Avenue  
Portland, Oregon 97227  
(503) 823-2277  
FAX (503) 823-4374  
TTY (503) 823-6868

DATE: FEBRUARY 3, 2010

TO: MAYOR SAM ADAMS

FROM: JEFFREY BAER, DIRECTOR  
BUREAU OF INTERNAL BUSINESS SERVICES, OMF

FOR MAYOR'S OFFICE USE ONLY

Reviewed by Bureau Liaison \_\_\_\_\_

183564

RE: \*Authorize acquisition of vehicles for use by City Bureaus at \$302,685 (Ordinance)

1. INTENDED THURSDAY FILING DATE: FEBRUARY 25, 2010
2. REQUESTED COUNCIL AGENDA DATE: MARCH 3, 2010
3. CONTACT NAME & NUMBER: JEFFREY BAER, 503-823-6852
4. PLACE ON: X CONSENT \_\_\_\_\_ REGULAR
5. BUDGET IMPACT STATEMENT ATTACHED: X YES \_\_\_\_\_ NO \_\_\_\_\_ N/A
- 6.(3) ORIGINAL COPIES OF CONTRACT APPROVED AS TO FORM BY CITY ATTORNEY  
ATTACHED: \_\_\_\_\_ YES \_\_\_\_\_ NO X N/A

7. BACKGROUND ANALYSIS

CityFleet has reviewed the requests from PBOT-Maintenance, PBOT-Engineering, BES, and Parks, and has determined that the vehicles requested are appropriate. We request emergency status on this ordinance as a delay in proceeding with these purchases will result in additional expense for rentals, and will unnecessarily deprive the City of the use of these vehicles.

8. FINANCIAL IMPACT

The action for the lease of an excavator is \$14,600 for PBOT-Maintenance. A new small utility vehicle will cost \$7,350 for BES. Parks will pay \$19,500 for a new utility vehicle, of which \$12,000 is a donation from Portland Metro Softball Association, and \$25,000 for a new ¾-ton pickup. PBOT-Maintenance will pay approximately \$11,235 for a new trailer-mounted light tower. The upgrade of a sedan to a pickup truck will cost \$5,000 for PBOT-Engineering, and the upgrade of a sewer cleaning truck will cost \$220,000 for BES/PBOT-Maintenance. Total for all actions is \$302,685.

The new small utility vehicle for BES will cost an estimated \$1,152 in annual operations. The new Parks utility vehicle will cost \$1,152 in annual operations and \$2,784 in estimated annual replacement costs. Parks' new ¾-ton pickup will cost about \$2,580 for annual operations, and \$2,772 for annual replacement. The upgrade of a sedan to a pickup truck will cost PBOT-Maintenance an estimated additional \$508 for the annual replacement fund. The upgrade of a catch basin cleaner will cost PBOT-Maintenance/BES \$750 additional for annual operations.

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*To help ensure equal access to programs, services and activities, the Office of Management & Finance will reasonably modify policies/procedures and provide auxiliary aids/services to persons with disabilities upon request.*