



CITY OF PORTLAND

OFFICE OF MANAGEMENT AND FINANCE

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MEMORANDUM

FOR MAYOR'S OFFICE USE ONLY

Reviewed by Bureau Liaison _____

DATE: August 23, 2010
TO: Mayor Sam Adams
FROM: Christine Moody, Chief Procurement Officer *CM*
RE: Update the City of Portland Sustainable Procurement Policy

36814

1. **INTENDED THURSDAY FILING DATE:** September 1, 2010 (Wednesday due to holiday)
2. **REQUESTED COUNCIL AGENDA DATE:** September 8, 2010
3. **CONTACT NAME & NUMBER:** Christine Moody, 3-1095
4. **PLACE ON:** CONSENT REGULAR **Time Certain: 10:15**
5. **BUDGET IMPACT STATEMENT ATTACHED:** Y N N/A
6. **THREE (3) ORIGINAL COPIES OF CONTRACTS APPROVED AS TO FORM BY CITY ATTORNEY ATTACHED:** Yes No N/A

7. BACKGROUND/ANALYSIS

Enclosed for your recommendation is the update to the City of Portland Sustainable Procurement Policy (Resolution).

City Resolution No. 36620, adopted July 16, 2008, established the City of Portland Sustainable Procurement Policy. Since that time, OMF Procurement Services has been working with City Bureaus in making progress implementing the policy. Over time it has become apparent that developing some Citywide sustainable procurement standards for specific commodities and services would ease the implementation of the Policy. These standards would be developed by Procurement Services in collaboration with other City Bureaus and approved by the Chief Procurement Officer. The first set of sustainable procurement standards would be based on existing City Code and related policies; then work would begin on standards based on known best practices in sustainable procurement.

The enclosed update to the City of Portland Sustainable Procurement Policy adds language regarding the development and approval of sustainable procurement goods and services standards. This update also aids in complying with the City's Green Building Policy, specifically efforts to certify buildings to the LEED for Existing Buildings standard.

8. FINANCIAL IMPACT

The financial impact of the policy update will originate mostly from implementation and support resources and the cost of the products or services the City buys. For implementation and support, existing staff and program resources will be used. The financial impact of procuring products or services that meet this policy will vary by commodity area and will be addressed as part of City procurement processes.

9. RECOMMENDATION/ACTION REQUESTED

Recommend that Council update the City of Portland Sustainable Procurement Policy.

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