

City of Portland, Oregon
FINANCIAL IMPACT STATEMENT
For Council Action Items

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

1. Name of Initiator Tom Dethloff		2. Telephone No. 3-7775	3. Bureau/Office/Dept. Bureau of Internal Business Services
4a. To be filed (date) November 10, 2010	4b. Calendar (Check One) Regular Consent 4/5ths X		5. Date Submitted to FPD Budget Analyst: November 3, 2010

1) Legislation Title:

*Award a Contract to Otis Elevator Company for Elevator Modernization in the Portland Building and Fire Station 1 in the amount of not to exceed \$1,908,056.26 (Ordinance)

2) Purpose of the Proposed Legislation:

The purpose of this action is to authorize award of a Contract to Otis Elevator Company to modernize elevators in the Portland Building and Fire Station 1. The ordinance has an estimated total not to exceed cost of \$1,908,056.26.

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. No.

4) Expense:

What are the costs to the City as a result of this legislation? What is the source of funding for the expense? The anticipated cost of this Contract is not to exceed \$1,908,056.26 for all potential services and Funding is available in the FY 2010-11 Budget. Additional funds will be requested in the FY 2011-12 through 2012-14 Budgets.

Staffing Requirements:

5) Will any positions be created, eliminated or re-classified in the current year as a result of this legislation? No.

6) Will positions be created or eliminated in *future years* as a result of this legislation?
No.

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

7) Change in Appropriations

Fund	Fund Center	Commitment Item	Functional Area	Funded Program	Grant	Amount

APPROPRIATION UNIT HEAD (Typed name and signature) Jeff Baer, Director OMF/BIBS



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

Christine Moody
Chief Procurement Officer
Procurement Services
1120 S.W. Fifth Avenue, Rm. 750
Portland, Oregon 97204-1912
(503) 823-5047
FAX (503) 823-6865
TTY (503) 823-6868

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DATE: November 4, 2010

TO: Mayor Sam Adams

FROM: Christine Moody, CPO

**FOR MAYOR'S OFFICE USE
ONLY**

Reviewed by Bureau Liaison _____

RE: *Award a Contract to Otis Elevator Company for Elevator Modernization in the Portland Building and Fire Station 1 in the amount of not to exceed \$1,908,056.26 (Ordinance)

1. **INTENDED THURSDAY FILING DATE:** November 10, 2010
2. **REQUESTED COUNCIL AGENDA DATE:** November 17, 2010
3. **CONTACT NAME & NUMBER:** Christine Moody (503) 823-1095 CM
4. **PLACE ON:** ☒ **CONSENT** ☐ **REGULAR**
5. **BUDGET IMPACT STATEMENT ATTACHED:** ☒ **Yes** ☐ **No** ☐ **N/A**
6. **THREE (3) ORIGINALS OF CONTRACT "APPROVED AS TO FORM" BY CITY ATTORNEY ATTACHED:** ☐ **Yes** ☐ **No** ☒ **N/A**

7. **BACKGROUND/ANALYSIS:**

The elevators at the Portland Building are 30 years old. Industry standards and consultant recommendations typically advise modernization of elevator equipment at 25 years. The units also have proprietary control systems (common in the early 1980s) that have limited the City's ability to obtain competitive bids for maintenance. It has been recommended that a full modernization of the equipment is necessary to bring the equipment to full compliance with current safety codes, improve the overall operation and service to the employees and public, increase the energy efficiency, and prolong the life of the machines. The new control systems will be maintainable by any qualified company and will reduce the long term cost of maintenance.

Request for Proposals (RFP) No. 111754 was issued June 24, 2010 for Elevator Modernization and four proposals were received. Proposals were reviewed, evaluated and scored in accordance with Portland City Code 5.33. RFP evaluation criteria included: ability to meet or exceed sustainability requirements, overall experience and knowledge, project approach and project team, pricing, and diversity in employment and contract requirements. Otis Elevator Company was identified as the most qualified respondent and received the highest score from the selection committee. The City issued a notice of intent to award a contract to Otis Elevator Company on August 19, 2010.

Legal issues – none.

Controversial issues – none.

Citizen participation – The RFP selection committee was comprised of: Tom Dethloff, City of Portland project manager, Facilities Services, Paul Wallman, City of Portland Facilities Services, Brian Alcid, City of Portland, Portland Fire and Rescue; and Lee Moore, Clackamas River Water District, Minority Evaluator Program(MEP)Member.

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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.

Link to current city policies – none

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Other governmental participation – Lee Moore, Clackamas River Water District.

8. **FINANCIAL IMPACT:**

Funds for this Contract are included in the FY 10/11 budget. Additional funds will be requested in the FY 2011-12 through 2012-14 Budgets.

9. **RECOMMENDATION/ACTION REQUIRED:**

Award and execute a Contract to Otis Elevator Company for Elevator Modernization in the Portland Building and Fire Station #1 in the amount of not to exceed \$1,908,056.26