

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

184607

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

1. Name of Initiator Eric Engstrom	2. Telephone No. 503-823-3329	3. Bureau/Office/Dept. Planning and Sustainability
4a. To be filed (date) May 12, 2011	4b. Calendar (Check One) Regular <input type="checkbox"/> Consent <input checked="" type="checkbox"/> 4/5ths <input type="checkbox"/>	5. Date Submitted to FPD Budget Analyst: May 11, 2011

**1) Legislation Title:**

Amend contract with the Institute of Conflict Management, Inc. to provide additional funding and extended facilitation support service for the West Hayden Island Plan and provide for payment (Ordinance; amend Contract No. 30001769)

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

The City entered into Contract No. 30001769 with the Institute for Conflict Management, Inc., to provide facilitation services to staff and the Advisory Committee on the West Hayden Island planning project. The initial contract for \$22,000 was effective on November 12, 2010 and was amended to add \$5,500 on April 28, 2011 to cover expenses through the remainder of the fiscal year 2010-11. The controversial nature and complexity of this project has required increased meeting time with individual project partners and stakeholders. In addition BPS is requesting a contract extension to June 30, 2012 to accommodate the additional time needed to facilitate discussions of the additional studies requested by Council in Resolution No. 36805. The \$45,500 cost for additional work hours will ensure a more successful and transparent process. The increased cost over 25 percent of the original amount requires Council approval.

**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. None.

**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)

The source of additional funding of \$45,500 is provided through the West Hayden Island project (Cost Object 4PN00000010), through the current Intergovernmental Agreement No.30000526 between the Port of Portland and the City of Portland.

**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.) None.

6) Will positions be created or eliminated in future years as a result of this legislation? None.

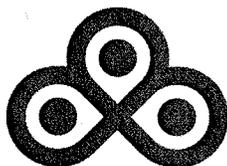
Complete the following section if you are accepting and appropriating a grant via ordinance. This section should only be completed if you are adjusting total appropriations, which currently only applies to grant ordinances.

**7) Change in Appropriations** (If the accompanying ordinance amends the budget, please reflect the dollar amount to be appropriated by this legislation. If the appropriation includes an interagency agreement with another bureau, please include the partner bureau budget adjustments in the table as well. Include the appropriate cost elements that are to be loaded by the Grants Office and/or Financial Planning. Use additional space if needed.)

Fund	Fund Center	Commitment Item	Functional Area	Funded Program	Grant	Sponsored Program	Amount
N/A	N/A						

Susan Anderson/Michael Armstrong

APPROPRIATION UNIT HEAD (Typed name and signature)



184607

Bureau of Planning and Sustainability  
Innovation. Collaboration. Practical Solutions.

May 9, 2011

TO: Mayor Sam Adams

FROM: Susan Anderson, Director

1. **Ordinance Title:** Amend contract with the Institute of Conflict Management, Inc. to provide additional funding and extended facilitation support service for the West Hayden Island Plan and provide for payment (Ordinance; amend Contract No. 30001769)
2. Eric Engstrom, Bureau of Planning and Sustainability, 503-823-3329
3. Requested Council Date: May 18, 2011

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Consent Agenda Item:  or Regular Agenda Item:

Emergency Item (answer below):  or Non-Emergency Item:

*If emergency, why does this need to take effect immediately:* Implementation of this ongoing, long-time agreement may continue without interruption.

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4. **History of Agenda Item/Background:** The city engaged the services of the Institute for Conflict Management, Inc., to provide facilitation services to staff and the Advisory Committee on the West Hayden Island planning project. The initial contract for \$22,000 was effective on November 12, 2010. On April 28, 2011, Amendment 1 granted an additional \$5,500 to cover expenses through the remainder of fiscal year 2010-11. The controversial nature and complexity of this project has required increased meeting time with individual project partners and stakeholders. In addition BPS is requesting a contract extension to June 30, 2012 to accommodate the additional time needed for facilitation of discussion about the additional studies requested by Council in Resolution No. 36805. This will require additional time from our Advisory Committee and the facilitator to ensure a successful and transparent process.
  5. **Purpose of Agenda Item:** The additional cost to conduct the work will be \$45,500 (for a total of \$73,000). This increases the cost of the contract by more than 25%, requiring City Council approval.
  6. **Legal Issues:** None.
  7. **What individuals or groups are or would be opposed to this resolution? Supportive?** The project Advisory Committee, as well as all individuals who have been involved with the consultant, have been supportive of his work to date on all project activities.



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8. **How Does This Relate to Current City Policies?** The facilitation done by the consultant is in accordance with the process approved through Resolution No 36805 to direct BPS to develop a legislative proposal for annexation of West Hayden Island to the City with the intent to protect at least 500 acres as open space, and identify no more than 300 acres for future deep water marine terminal development. The Advisory Committee's charge is to serve in an advisory capacity on the West Hayden Island project.
9. **Community Participation:** As part of a broader public involvement approach in this phase of the West Hayden Island project, a new Advisory Committee was chosen to advise the City in this phase with the implementation of Resolution No 36805 and the various requested studies. This ordinance is to amend the funding and time period of a contract with a project facilitator, who is charged with facilitating our Project Advisory Committee.
10. **Other Government Participation:** Information on the progress of the facilitator's work is shared with the Port of Portland on an ongoing basis.
11. **Financial Impact:** The city will incur additional costs of \$45,500 (a total cost of \$73,000 for the contract) to reimburse the consultant for the work performed. The source of funding is provided in the FY 2010-11, and 2011-2012 budgets through the West Hayden Island project (Cost Object: 4PN000000010) which is funded through the current IGA No.30000526 between the Port of Portland and the City of Portland.

