

Portland, Oregon  
**FINANCIAL IMPACT and PUBLIC INVOLVEMENT STATEMENT**  
**For Council Action Items**

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

1. Name of Initiator John Hunt		2. Telephone No. (503) 823-4302	3. Bureau/Office/Dept. Bureau Internal Business Services/ CityFleet
4a. To be filed (date):  9/8/2011	4b. Calendar (Check One)  Regular    Consent    4/5ths <input type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/>		5. Date Submitted to Commissioner's office and FPD Budget Analyst:
6a. Financial Impact Section: <input checked="" type="checkbox"/> Financial impact section completed		6b. Public Involvement Section: <input checked="" type="checkbox"/> Public involvement section completed	

**1) Legislation Title:**

\*Authorize a contract to purchase three hybrid vehicles for \$77,400.00 (Ordinance)

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

The purpose of this ordinance is to authorize CityFleet to purchase three new hybrid sedans in accordance with Resolution 35960 requiring Council approval of leases, upgrades to replacements, and new vehicle additions.

**3) Which area(s) of the city are affected by this Council item? (Check all that apply—areas are based on formal neighborhood coalition boundaries)?**

- |   |                                    |                                    |                                |
|---|------------------------------------|------------------------------------|--------------------------------|
| <input checked="" type="checkbox"/> City-wide/Regional                | <input type="checkbox"/> Northeast | <input type="checkbox"/> Northwest | <input type="checkbox"/> North |
| <input type="checkbox"/> Central Northeast                            | <input type="checkbox"/> Southeast | <input type="checkbox"/> Southwest | <input type="checkbox"/> East  |
| <input type="checkbox"/> Central City                                 |                                    |                                    |                                |
| <input checked="" type="checkbox"/> Internal City Government Services |                                    |                                    |                                |

**FINANCIAL IMPACT**

**4) Revenue:** Will this legislation generate or reduce current or future revenue coming to the City? If so, by how much? If so, please identify the source.

Revenues will not be impacted by this decision.

**5) Expense:** What are the costs to the City related to 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. If there is a project estimate, please identify the level of confidence.)*

The Portland Bureau of Development Services (BDS) received appropriation in the FY 2012 Budget for the procurement of sedans for inspectors. BDS has now requested to purchase hybrid sedans which represent an upgrade from a standard sedan. Funds for ongoing repair, maintenance and operations (estimated at \$4,838) were included with the BDS decision package and therefore the expense for purchase and operations in FY 2012 has been budgeted.

**6) Staffing Requirements:**

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

There are no positions associated with this decision.

*(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 Fund Center column if new center needs to be created. Use additional space if needed.)*

Fund	Fund Center	Commitment Item	Functional Area	Funded Program	Grant	Sponsored Program	Amount

[Proceed to Public Involvement Section — REQUIRED as of July 1, 2011]

**PUBLIC INVOLVEMENT**

8) Was public involvement included in the development of this Council item (e.g. ordinance, resolution, or report)? Please check the appropriate box below:

- ☐ YES: Please proceed to Question #9.  
☒ NO: Please, explain why below; and proceed to Question #10.

The nature of this project is to purchase three vehicles for the Bureau of Development Services. This request was funded through the BDS FY 2012 Budget and public outreach for this purchase is met with the adoption of the BDS Budget.

9) If "YES," please answer the following questions:

a) What impacts are anticipated in the community from this proposed Council item?

b) Which community and business groups, under-represented groups, organizations, external government entities, and other interested parties were involved in this effort, and when and how were they involved?

c) How did public involvement shape the outcome of this Council item?

d) Who designed and implemented the public involvement related to this Council item?

e) Primary contact for more information on this public involvement process (name, title, phone, email):

10) Is any future public involvement anticipated or necessary for this Council item? Please describe why or why not.

No, there is no future plan for public involvement for this request. This project will be finished upon completion of the purchase of the three hybrid sedans.



BUREAU DIRECTOR (Typed name and signature)



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

Sam Adams, Mayor  
Jack D. Graham, Chief Administrative Officer  
Jeffrey B. Baer, Director, Bureau of Internal Business Services

**CityFleet**

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184909

DATE: September 16, 2011

TO: MAYOR SAM ADAMS

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

FOR MAYOR'S OFFICE USE ONLY

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

RE: \*Authorize a contract to purchase three hybrid vehicles for \$77,400.00 (Ordinance)

1. INTENDED THURSDAY FILING DATE: SEPTEMBER 29, 2011
2. REQUESTED COUNCIL AGENDA DATE: OCTOBER 5, 2011
3. CONTACT NAME & NUMBER: JEFFREY BAER, DIRECTOR, 503-823-6852
4. PLACE ON: X CONSENT \_\_\_\_\_ REGULAR
5. BUDGET IMPACT STATEMENT ATTACHED: X Yes \_\_\_\_\_ No \_\_\_\_\_ N/A
6. (3) ORIGINAL COPIES OF CONTRACTS APPROVED AS TO FORM BY CITY ATTORNEY  
ATTACHED: \_\_\_\_\_ Yes \_\_\_\_\_ No X N/A

7. BACKGROUND/ANALYSIS

Development Services has requested the purchase of three new hybrid vehicles. These vehicles are going to be used by newly hired inspectors. The estimated cost of these hybrid vehicles is \$25,800 per vehicle, or \$77,400 for all three vehicles.

8. FINANCIAL IMPACT

Development Services needs to increase the size of its fleet due to the increased number of inspector's that have been hired, and the estimated cost to purchase them is \$77,400.

9. RECOMMENDATION/ACTION REQUESTED

CityFleet recommends approval and requests Council authorization to procure these vehicles.

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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.*