

Portland, Oregon

# FINANCIAL IMPACT and PUBLIC INVOLVEMENT STATEMENT For Council Action Items

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

1. Name of Initiator Sue Williams		2. Telephone No. 823-5520	3. Bureau/Office/Dept. Environmental Services
4a. To be filed (hearing date):  October 26, 2011	4b. Calendar (Check One)  Regular <input type="checkbox"/> Consent <input checked="" type="checkbox"/> 4/5ths <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 contracts with four consulting engineering firms for design related services as needed in support of sewer, wastewater pumping and treatment and drainage and stormwater quality projects. (Ordinance)

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

Allow execution of contracts for on call engineering services

**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                  |                                    |                                    |                                |

**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.

No effect on revenue.

**5) 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. If there is a project estimate, please identify the *level of confidence*.)

These contracts will provide as needed engineering services for projects included in the BES Capital Improvement Program.

6) Staffing Requirements:

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- 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 Impact

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

No Impact

(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

**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 services to be provided through these contracts are on-call and have not been specifically identified. However, individuals from the Minority Evaluator Program did participate on the selection committees for these contracts.

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?

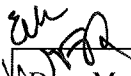
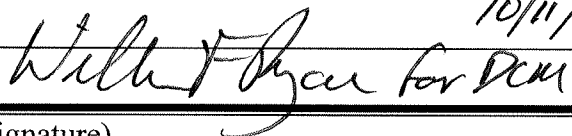
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d) Who designed and implemented the public involvement related to this Council item?

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.

Public involvement may be provided through these contracts in the future as appropriate for project work that may be assigned.

 Dean Marriott, Director, Bureau of Environmental Services  10/11/11

APPROPRIATION UNIT HEAD (Typed name and signature)



# CITY OF PORTLAND ENVIRONMENTAL SERVICES



1120 SW Fifth Avenue, Room 1000, Portland, Oregon 97204 ■ Dan Saltzman, Commissioner ■ Dean Marriott, Director

184970

City Council  
Agenda Item  
Staff Supplemental Report

TO: Commissioner Dan Saltzman  
THROUGH: Matt Grumm or Amy Trieu

FROM: Sue Williams



DATE: October 4, 2011

RE: Authorize contracts with four consulting engineering firms for design related services as needed in support of sewer, wastewater pumping and treatment and drainage and stormwater quality projects. (Ordinance)

Requested Council Hearing Date: October 26, 2011

I. RECOMMENDATION

Authorize on-call contracts for professional engineering services for three-year terms.

II. BACKGROUND

Recently BES conducted a consultant selection process and selected four engineering firms to provide engineering services on an as-needed basis for projects included in the Bureau's CIP. The services provided under these agreements are typically of short duration, specific in nature, and usually of small dollar value. These contracts are an effective method for obtaining a variety of engineering services for projects, frequently providing assistance in areas that either 1.) in-house staff do not have expertise or 2.) in-house staff could not accomplish within established schedules.

III. FINANCIAL IMPACT

Funds for these services are included in the BES Capital Improvement Program and 2011/2012 adopted Capital budget.

IV. LEGAL ISSUES

None Identified

V. CONTROVERSIAL ISSUES

Internal engineering staff support the use of consultants for this purpose, consultants naturally support the use of "outside" assistance. No groups or individuals that would oppose these contracts have been identified.

VI. LINK TO CURRENT CITY POLICIES

Consistent with Procurement policies for on-call contracts.

## VII. CITIZEN PARTICIPATION

The selection committees included participated through the Minority Evaluator Program.

## VIII. OTHER GOVERNMENT PARTICIPATION

N/A

## IX. FINANCIAL IMPACT ON LOCAL ECONOMY

IF APPLICABLE, PROVIDE INFORMATION ON ESTIMATED NUMBER OF  
JOBS CREATED BY THIS ACTION

While these contracts will not directly create jobs, the work provided supports the bureau's capital improvement program, which does result in the creation of architectural, engineering and construction jobs.

IF THIS ACTION IS CONTRACT-RELATED, PROVIDE INFORMATION ON  
M/W/ESB PARTICIPATION (NUMBER AND PERCENTAGE)

While none of the four selected firms are certified M/W/ESB, they are identified a total of twenty-one certified firms that may provide services dependent on the type of work orders requested.

- X. IF THIS IS A CONTRACT, DOES CONTRACTOR HAVE A CURRENT BUSINESS LICENSE? Yes WHAT IS THEIR BUSINESS LICENSE NUMBER? Murray, Smith & Associates-211425-01, Parametrix-380691, Tetra Tech-347000 and Greenworks P. C.-439358 IS THEIR ACCOUNT WITH THE CITY CURRENT? Yes IF NOT, HOW MUCH IS OWING? N/A