

Portland, Oregon

FINANCIAL IMPACT and PUBLIC INVOLVEMENT STATEMENT For Council Action Items

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

1. Name of Initiator Marina Cresswell, Project Manager		2. Telephone No. 503-823-6940	3. Bureau/Office/Dept. OMF-Internal Business Services-Facilities Services
4a. To be filed (date): December 29, 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:

* Amend contract with Architectural Resources Group, Inc. to increase contract amount by an additional \$321,231 to provide additional architectural and engineering services for the Union Station Facility Improvement project. (Ordinance; amend Contract No. 30000091)

2) Purpose of the Proposed Legislation:

To amend contract number 30000091 with Architectural Resources Group, Inc., increasing the contract by \$321,231 to provide additional architectural and engineering services for the Union Station Facility Improvement project. The new total Contract amount will not exceed \$750,161.48.

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 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.

No

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 total costs are covered in the FY 2011-12 Union Station Phase II and Phase IIb renovation project budget and is being funded with grants provided by the Federal American Recovery and Reinvestment Act (ARRA) through the ODOT Transportation Enhancement program, in an amount of \$1,892,000, and by the Passenger Rail Investment and Improvement Act of 2008 (PRIIA) as administered by ODOT Rail Division, in the amount of \$7,240,582. Local match requirement in the amount of \$254,483 is being provided by PDC by way of an executed Interagency Agreement with Office of Management and Finance (OMF). The Facilities Services Fund has dedicated \$400,000 for contingency funds, to be used only after all above fund sources have been exhausted. These funds will come out of the Union Station major maintenance account, which is part of the Facilities Services Fund ending fund balance.

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.)*

No

- **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 *(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.

Not applicable. This project is included in the FY 2011-12 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 additional public involvement is anticipated or required.

JEFFREY B. BAER, DIRECTOR, BUREAU OF INTERNAL BUSINESS SERVICES

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

Robert F. Kieta, Manager
Facilities Services

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DATE: December 16, 2011

TO: Mayor Sam Adams

VIA: Jeff Baer, Director of Internal Business Services
Bob Kieta, Facilities Services Manager

FROM: Marina Cresswell, Project Manager

RE: * Amend contract with Architectural Resources Group, Inc. to increase contract amount by an additional \$321,231 to provide additional architectural and engineering services for the Union Station Facility Improvement project. (Ordinance; amend Contract No. 30000091)

**FOR MAYOR'S OFFICE USE
ONLY**

Reviewed by Bureau Liaison

1. **INTENDED THURSDAY FILING DATE:** December 23, 2011
2. **REQUESTED COUNCIL AGENDA DATE:** January 4, 2012
3. **CONTACT NAME & NUMBER:** Marina Cresswell, 3-6940
4. **PLACE ON:** X **CONSENT** **REGULAR**
5. **BUDGET IMPACT STATEMENT ATTACHED:** X **Y** **N** **N/A**
6. **(2) ORIGINAL COPIES OF CONTRACTS APPROVED AS TO FORM BY CITY ATTORNEY**
ATTACHED: X **Yes** **No** **N/A**

7. BACKGROUND/ANALYSIS

Attached is an ordinance to increase Architectural Resources Group, Inc.'s Contract No. 30000091 by \$321,231 to allow for completion of the subject project. The amendment will allow for additional architectural and engineering services to include:

- Phase II: North Shop gravity loading and additional construction administration services.
- Phase IIb: North Shop gravity loading; gutter survey; wood window survey with Oculus; additional construction administration services; annex building; Wilf's Roof – evaluation of gravity loading for HVAC; design HSS sections for support of flat skylights.

There is no MWESB participation for this portion of the work.

A Qualifications Based Selection for a consultant to provide architectural and engineering services for the Union Station Phase II Facility Improvements project was issued July 31, 2008. A selection committee reviewed the responses and recommended award of the contract to Architectural Resources Group, Inc. who was the highest scoring Respondent.

The Agreement amount was \$145,057 with an expiration date of June 1, 2011.

Ordinance No. 183026 passed by Council July 22, 2009 authorized amending Agreement No. 30000091 to allow for additional services in the amount of \$297,852 for a total contract amount of \$442,909.

Amendment No. 1, dated July 28, 2009, increased the contract amount \$240,102 for a total contract amount of \$385,159 and extended the termination date for an additional one (1) year period until June 1, 2012 to allow for additional architectural and engineering services for the Union Station Phase II Facility Improvement project.

Additional services included design roof repairs and related work for the entire Union Station roof.

Amendment No. 2, dated January 4, 2010, increased the contract amount \$38,991.48 for a total contract amount of \$424,150.48 to allow for additional architectural and engineering services for the Union Station Phase II Facility Improvement project. Additional services included: additional site investigations, architectural design and engineering related to seismically supporting the two southern chimneys due to hidden conditions; related special meetings and review; additional charges for accelerated schedule for additional services.

Amendment No. 3, dated June 8, 2011, increased the contract amount \$4,780 for a total contract amount of \$428,930.48 to allow for additional architectural and engineering services for the Union Station Phase II Facility Improvement project. Additional services included: Prepare for sandstone survey, establish repair markings, and procedures; survey exterior sandstone from scaffold and at ground; assemble field survey information and photos; and prepare summary memo.

8. FINANCIAL IMPACT

The cost of the amendment is \$321,231.

The total costs are covered in the FY 2011-12 Union Station Phase II and Phase IIb renovation project budget and is being funded with grants provided by the Federal American Recovery and Reinvestment Act (ARRA) through the ODOT Transportation Enhancement program, in an amount of \$1,892,000, and by the Passenger Rail Investment and Improvement Act of 2008 (PRIIA) as administered by ODOT Rail Division, in the amount of \$7,240,582. Local match requirement in the amount of \$254,483 is being provided by PDC by way of an executed Interagency Agreement with Office of Management and Finance (OMF). The Facilities Services Fund has dedicated \$400,000 for contingency funds, to be used only after all above fund sources have been exhausted. These funds will come out of the Union Station major maintenance account, which is part of the Facilities Services Fund ending fund balance.

9. RECOMMENDATION/ACTION REQUESTED

Amend contract with Architectural Resources Group, Inc. to increase contract amount by an additional \$321,231 to provide additional architectural and engineering services for the Union Station Facility Improvement project. (Ordinance; amend Contract No. 30000091)