

**MATTERS TO BE CONSIDERED BY THE COUNCIL AT THE MEETING
TO BE HELD WEDNESDAY, MARCH 21, 2012 AT 9:30 A.M.**

FOUR-FIFTHS AGENDA

MAYOR SAM ADAMS

Office of Management and Finance

Agenda No.

Title

- 299** Accept bid of Emerick Construction Co. for the Emergency Coordination Center Project for \$10,350,000 (Procurement Report – Bid No. 113436)

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

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

1. Name of Initiator Kathleen Brenes-Morua		2. Telephone No. 503-823-5371	3. Bureau/Office/Dept. Procurement Services
4a. To be filed (date): March 15, 2012	4b. Calendar (Check One) <div style="display: flex; justify-content: space-around;"> Regular <input checked="" type="checkbox"/> Consent <input type="checkbox"/> 4/5ths <input type="checkbox"/> </div>		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:

Accept bid of Emerick Construction Co. for the Emergency Coordination Center Project for \$10,350,000.00 (Procurement Report – Bid No. 113436)

2) Purpose of the Proposed Legislation:

Authorize the Mayor and Auditor to execute the construction contract.

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 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.)*

Construction contract cost based on bids received is \$10,350,000.00

Funds are available in WBS Element B00001.CAP.DES.

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.

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

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

The construction of a new two-story LEED Gold certified building, removal of a section of a public street and construction of a new street section, and associated work to house the Emergency Coordination Center.

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?

The construction contracting community, including contractors certified with the State of Oregon as minority, women, and emerging small businesses. They became involved when the project advertised for bids on October 12, 2011.

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

Bids received resulted in the award of the construction contract.

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

Procurement Services advertised the project for bids and held a prebid meeting that was open to the construction contracting community, including contractors certified with the State as minority, women, and emerging small businesses.

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

Kathleen Brenes-Morua, Construction Procurement Supervisor, 503-823-5371,
Kathleen.Brenes-Morua@portlandoregon.gov

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

No further public involvement is necessary to execute the construction contract.

Christine Moody, Chief Procurement Officer



BUREAU DIRECTOR (Typed name and signature)



CITY OF PORTLAND

OFFICE OF MANAGEMENT AND FINANCE

Sam Adams, Mayor
Jack D. Graham, Chief Administrative Officer
Bryant Enge, 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

MEMORANDUM

DATE: March 15, 2012
TO: Mayor Sam Adams
FROM: Christine Moody, Chief Procurement Officer *CM/BS*
SUBJECT: Accept bid of Emerick Construction Co. for the Emergency Coordination Center Project for \$10,350,000.00 (Procurement Report - Bid No. 113436)

1. **INTENDED THURSDAY FILING DATE:** March 15, 2012
2. **REQUESTED COUNCIL AGENDA DATE:** March 21, 2012
3. **CONTACT NAME & NUMBER:** Christine Moody, (503) 823-1095
4. **PLACE ON:** ☐ CONSENT ☒ REGULAR
5. **BUDGET IMPACT STATEMENT ATTACHED:** ☒ Y ☐ N ☐ N/A
6. **ONE (1) ORIGINAL COPY OF THE CONTRACT APPROVED AS TO FORM BY CITY ATTORNEY ATTACHED:** ☐ Yes ☐ No ☒ N/A

7. **BACKGROUND/ANALYSIS:** Ordinance Number 184869 adopted on September 14, 2011 authorized a contract and provided for payment for the Emergency Coordination Center Project. The purpose of this project is to construct a new LEED certified Gold building and the relocation of a section of SE Bush Street to house the Emergency Coordination Center.
8. **FINANCIAL IMPACT:** The engineer's estimate for this project was \$11,000,000.00 and the confidence level was optimal. Funds are available in WBS Element B00001.CAP.DES.
9. **RECOMMENDATION/ACTION REQUESTED:** Accept recommendation to award the contract to Emerick Construction Co. in the amount of \$10,350,000.00.
10. **SCOPE OF WORK ON PROJECT:** The project includes all labor, materials, tools, equipment, and supervision necessary for the construction of a two-story structure, removal of a section of public street and construction of a new street section, and associated site work.

An Equal Opportunity Employer

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.