

Portland, Oregon

**FINANCIAL IMPACT and PUBLIC INVOLVEMENT STATEMENT
For Council Action Items**

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

1. Name of Initiator Elizabeth Gardiner	2. Telephone No. 823-0363	3. Bureau/Office/Dept. Police/Fiscal Svcs.
4a. To be filed (date): May 23, 2012	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: May 23, 2012
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 purchase from Extreme Products, LLC (Ordinance)

2) Purpose of the Proposed Legislation:

This item would authorize the City to do business with Extreme Products, LLC, a company whose principal, John A. Myers, is an employee of the Portland Police Bureau. Extreme Products has a line of products that the City might find useful, including items for the Portland Police Bureau and Portland Fire and Rescue. The ordinance would waive the requirements of City Code Section 5.33.070, allowing the Chief Procurement Officer to enter into contracts with Extreme Products, LLC.

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)?

- City-wide/Regional Northeast Northwest North
 Central Northeast Southeast Southwest East
 Central City
 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 revenue to the City will be generated or reduced as a result of this legislation.

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*.)

There are no costs to the City related to this legislation.

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 positions will be created, eliminated or re-classified in the current year as a result of this legislation.

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

No positions will be created or eliminated in future years as a result of this legislation.

(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 Police Bureau did not seek public input in the development of this item because it relates to internal City government services. The City wishes to ensure that all transactions are transparent and that companies with which a City employee is associated do not receive more favorable treatment than other product suppliers. The bureau and Procurement Services intend to take extra care to make sure such transactions are appropriate, meet City procurement guidelines, and take extra steps to make sure such transactions have no appearance of impropriety even if the transactions are otherwise legally appropriate.

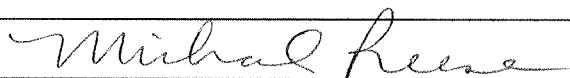
Additionally, Extreme Products, LLC is a registered Minority owned enterprise; a business relationship with them would expand the City's capability to patronize businesses with this designation. This patronage is generally uncontroversial and so public involvement was not sought.

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.

The bureau does not anticipate that any future public involvement will be necessary.



MICHAEL REESE, Chief of Police

ORDINANCE No.

* Authorize City to execute contracts with Extreme Products, LLC (Ordinance; waive Code Section 5.33.070)

The City of Portland ordains:

Section 1. The Council finds:

1. Extreme Products, LLC is a company located in the Portland area whose principal, John A. Myers, is an employee of the Portland Police Bureau. Extreme Products, LLC has a line of products that the City might find useful, including items for the Portland Police Bureau and Portland Fire and Rescue.
2. Extreme Products, LLC desires to do business with the City and supply it with product in accordance with City Code and policies.
3. City Code 5.33.070 limits the Chief Procurement Officer's authority to award contracts to, or purchase goods and services from City employees, or from businesses with which a City employee is associated when the employee owns or has 10% or more of its stock. Extreme Products, LLC is a company that falls within the requirements of the Code section.
4. Whenever purchasing from companies in which City employees are involved, the City wants to make sure that all transactions are transparent and that such companies do not receive more favorable treatment than other product suppliers.
5. Mr. Myers has requested the City waive the requirements of Section 5.33.070 thereby allowing the Chief Procurement Officer to sign contracts between Extreme Products and the City. In addition, Mr. Myers has requested that the City permit other City bureaus to issue purchase orders to Extreme Products, LLC and permit bureaus to purchase supplies directly and without competition when the amount does not exceed \$5,000.
6. The Portland Police Bureau seeks the Council's authorization on behalf of Mr. Myers to allow the Chief Procurement Officer to enter into contracts with Extreme Products in accordance with City Code.

NOW, THEREFORE, the Council directs:

- a. The Chief Procurement Officer is given authority to execute contracts with Extreme Products, LLC on behalf of the City for the purposes identified in Section 1 without the necessity of any further ordinance provided the procurements meet all the requirements of City procurement rules, polices and regulations. In any circumstance where the Chief Procurement Officer is not comfortable with executing a contract with Extreme Products, LLC, the Chief Procurement Officer may refer that contract to City Council for approval.

- b. The Commissioner and Auditor are hereby authorized to draw and deliver check(s) payable to the successful contractor chargeable to the appropriate authorization and accounting center when demand is presented and approved by the proper authorities.

Section 2. The Council declares that an emergency exists because a delay in proceeding with the authorization may prevent the City and Extreme Products, LLC the mutual benefits of this ordinance; therefore, this ordinance shall be in full force and effect from and after its passage by the Council.

Passed by the Council:

LaVonne Griffin-Valade

Auditor of the City of Portland

By

Mayor Sam Adams

Prepared by: Elizabeth Gardiner

Deputy

Date Prepared: May 10, 2012

City to execute contracts with

Agenda No.
ORDINANCE NO.
Title

* Authorize purchase from Extreme Products, LLC (Ordinance); Waive Code Section 5.33.070

<p>INTRODUCED BY Commissioner/Auditor: Mayor Adams</p>	<p>CLERK USE: DATE FILED <u>MAY 24 2012</u></p>
<p>COMMISSIONER APPROVAL</p> <p>Mayor—Finance and Administration - Adams <i>[Signature]</i></p> <p>Position 1/Utilities - Fritz</p> <p>Position 2/Works - Fish</p> <p>Position 3/Affairs - Saltzman</p> <p>Position 4/Safety - Leonard</p>	<p style="text-align: center;">LaVonne Griffin-Valade Auditor of the City of Portland</p> <p>By: <i>[Signature]</i> Deputy</p>
<p>BUREAU APPROVAL</p> <p>Bureau: Police Bureau Head: Michael Reese <i>[Signature]</i></p> <p>Prepared by: Elizabeth Gardiner Date Prepared: 5/12/12</p> <p>Financial Impact & Public Involvement Statement Completed <input checked="" type="checkbox"/> Amends Budget <input type="checkbox"/></p> <p>Portland Policy Document If "Yes" requires City Policy paragraph stated in document. Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p> <p>Council Meeting Date 5/30/12</p> <p>City Attorney Approval: required for contract, code, easement, franchise, comp plan, charter</p>	<p>ACTION TAKEN:</p> <p>MAY 30 2012 REFERRED TO COMMISSIONER OF FINANCE AND ADMINISTRATION</p>

AGENDA
<p>TIME CERTAIN <input type="checkbox"/></p> <p>Start time: _____</p> <p>Total amount of time needed: _____ (for presentation, testimony and discussion)</p>
<p>CONSENT <input checked="" type="checkbox"/> <i>Pulled</i></p>
<p>REGULAR <input type="checkbox"/></p> <p>Total amount of time needed: _____ (for presentation, testimony and discussion)</p>

FOUR-FIFTHS AGENDA	COMMISSIONERS VOTED AS FOLLOWS:		
		YEAS	NAYS
1. Fritz	1. Fritz		
2. Fish	2. Fish		
3. Saltzman	3. Saltzman		
4. Leonard	4. Leonard		
Adams	Adams		