

Portland, Oregon

FINANCIAL IMPACT and PUBLIC INVOLVEMENT STATEMENT For Council Action Items

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

1. Name of Initiator Todd Liles	2. Telephone No. 503-823-6992	3. Bureau/Office/Dept. PBOT/Engineering & Technical Services/Con
4a. To be filed (date): July 25, 2012	4b. Calendar (Check One) <div style="display: flex; justify-content: space-around;"> Regular <input type="checkbox"/> Consent <input checked="" type="checkbox"/> 4/5ths <input type="checkbox"/> </div>	5. Date Submitted to Commissioner's office and FPD Budget Analyst: July 13, 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:

*Amend contract with CMTS Inc. to add contractual spending authority and extend termination date. (Ordinance; amend Contract No. 30001969)

2) Purpose of the Proposed Legislation:

Increase contractual spending authority of \$250,000 and extend contract termination date to 10/31/12 while a new QBS solicitation is executed. Current authorization will expire before the new contract is in place.

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.**

Revenue will not be impacted. Reimbursement is from various externally funded projects.

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**.)*

This is a personnel contract where the need is determined by available resources and the estimate is based on current expenditure levels. Reimbursement comes from each individual externally funded project. The original contract was \$500,000 over a 3-year period. A heavier use of temporary employees expired the authorization amount in the first year requiring a 25% increase of \$125,000. During the second year of the contract, the Federal ARRA projects arrived requiring additional staffing and a contract increase of \$1 million. The ARRA projects expired the contract authorization and an amendment of \$500,000 was approved to finish out the 3-year 2008-2011 contract. A new RFP solicitation process began in November 2011. The new solicitation process (QBS or Qualification Based Selection) required involvement from ODOT in order to become certified in the Ad-Bid-Award process for Consultant Services. The ODOT review process took much longer than expected. With the current QBS Solicitation process underway and advertised, we expect the new \$3M, 3-year contract to have Notice-To-Proceed by November 1st, 2012. A \$250k existing contract amendment is necessary to keep current contract employees working while the new contract gets negotiated and executed by November 1st.

We anticipate spending approximately \$850,000 in each year of the new 3-year contract.

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.

Public Involvement is not necessary because this legislation relates to internal city services (staffing). Both COPPEA and DCTU unions were notified in writing of the original personnel contract.

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. This legislation relates only to internal city services and does not affect the public.

KK 07-13-12

BUREAU DIRECTOR


TOM MILLER, Bureau of Transportation