

Portland, Oregon

FINANCIAL IMPACT and PUBLIC INVOLVEMENT STATEMENT For Council Action Items

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

1. Name of Initiator Jeff Blade		2. Telephone No. 503-823-6858	3. Bureau/Office/Dept. Procurement Services
4a. To be filed (date): August 16, 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: N/A
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 Skyward Construction, Inc. for the City of Portland Police Facilities Re-Roofing Project Rebid for \$1,058,307.00 (Procurement Report – Bid No. 114623)

2) Purpose of the Proposed Legislation:

Authorize the Chief Procurement Officer 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 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**.)

Construction contract cost based on bids received is \$1,058,307.00

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?

Routine maintenance to Police facilities at the North Precinct, and the St. John’s Training Building.

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. Project Specifications were on file at the Metropolitan Contractors Improvement Partnership and additional outreach was performed at the July NAMC – Oregon meeting.

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 the 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):

Jeff Blade, St. Procurement Specialist, 503-823-6858, jeff.blade@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: August 22, 2012
TO: Mayor Sam Adams
FROM: Christine Moody, Chief Procurement Officer *CM*
SUBJECT: Accept bid of Skyward Construction, Inc. for the City of Portland Police Facilities Re-Roofing Project Rebid for \$1,058,307.00 (Procurement Report – Bid No. 114623)

1. **INTENDED THURSDAY FILING DATE:** August 16, 2012
2. **REQUESTED COUNCIL AGENDA DATE:** August 22, 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 185234 passed by Council on March 28, 2012 authorized a contract and provided for payment for the City of Portland Police Facilities Re-Roofing Project Rebid. The purpose of this project is to provide routine maintenance to three Police facilities, in North Portland.
8. **FINANCIAL IMPACT:** The Engineer's estimate for this project was \$1,800,000.00, with a high confidence rating. Funds are available in the Facilities FY 2011-12 budget, to be funded out of the Police Facilities major maintenance reserve.
9. **RECOMMENDATION/ACTION REQUESTED:** Accept Recommendation to award contract to Skyward Construction, Inc. in the amount of \$ 997,957.00 plus alternates one, two and three, for a total amount of \$1,058,307.00.
10. **SCOPE OF WORK ON PROJECT:** The project includes all labor, materials, tools, equipment, and supervision necessary to repair the roofs at three North Portland Police facilities.

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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.

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

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

1. Name of Initiator Dale Cook, Project Manager		2. Telephone No. 3-5060	3. Bureau/Office/Dept. OMF-BIBS-Facilities
4a. To be filed (date): March 22, 2012	4b. Calendar (Check One) Regular Consent 4/5ths <input type="checkbox"/> <input checked="" type="checkbox"/> <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 a contract and provide for payment for Police North Precinct, Walnut Park Retail Center, and Police St. John's Training Facility Roof Replacement Project. (Ordinance)

2) Purpose of the Proposed Legislation:

This legislation would authorize Facilities Services to enter into a contract with the lowest responsive and responsible bidder for Police North Precinct, Walnut Park Retail Center, and Police St. John's Training Facility Roof Replacement Project.

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)?

- | | | | |
|---|------------------------------------|------------------------------------|--------------------------------|
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| <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 estimated cost of \$2,240,000 is covered in the FY 2011-12 Facilities Adopted Budget to be funded out of the Police Facilities major maintenance reserve. The current project estimate is based on 95% construction documents and has a high level of confidence.

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.)

None

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

None

(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.

This is a routine maintenance project included in the FY 2011-12 Adopted 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.

BRYAN ENGE, DIRECTOR, BUREAU OF INTERNAL BUSINESS SERVICES

BUREAU DIRECTOR (Typed name and signature)

