



# 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**

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## CONSENT CALENDAR

November 14, 2012

TO THE COUNCIL:

On July 11, 2012, City Council passed Ordinance 185489 authorizing a Request for Proposals (RFP) to be issued for supplemental construction management, inspection, and project support personnel on an as-needed basis for the Bureau of Environmental Services. During peak construction periods for projects included in the bureau's Capital Improvement Program contracts for supplemental staffing are needed.

On August 6, 2012, the Chief Procurement Officer advertised RFP No. 114678, for Construction Management, Inspection, and Project Support Services and four (4) proposals were received. The proposals were reviewed, evaluated, and scored by the evaluation committee in accordance with Portland City Code 5.33. CMTS, LLC, received the highest evaluation score and DRW, LLC, received the second highest evaluation score. The City issued a Notice of Intent to Negotiate and Award price agreements to CMTS, LLC, and DRW, LLC, on September 20, 2012. One protest was received and was resolved by the Chief Procurement Officer on October 16, 2012.

CMTS, LLC, has a current City of Portland business license, is in compliance with the Equal Benefits Program, and their EEO Certification is current through April 1, 2013. DRW, LC, is a local firm and has a current City of Portland business license, is in compliance with the Equal Benefits Program, and their EEO Certification is current through July 9, 2014. DRW is a State of Oregon Certified Emerging Small Business contractor. The Bureau's level of confidence in the cost estimates for this project is High.

The Chief Procurement Officer recommends the City Council authorize the execution of a price agreement with CMTS, LLC, for a 5-year contractual total not to exceed \$12,500,000 and a price agreement with DRW, LLC, for a 5-year contractual total not to exceed \$7,500,000. Both price agreements are to provide Construction Management, Inspection, and Project Support Services to the Bureau of Environmental Services..

Recommended by:

Christine Moody  
Chief Procurement Officer

*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.*

Agenda No.  
**REPORT NO.**  
Title

Authorize price agreements with CMTS, LLC. and DRW, LLC to provide Construction Management, Inspection and Project Support Services, (Procurement Report-RFP No. 114678)  
*for the Bureau of Environmental Services*

<p><b>INTRODUCED BY</b> Commissioner/Auditor: <b>Mayor Sam Adams</b></p>	<p>CLERK USE: DATE FILED <u>NOV 08 2012</u></p>
<p><b>COMMISSIONER APPROVAL</b></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: right;">LaVonne Griffin-Valade Auditor of the City of Portland</p> <p>By: <u><i>[Signature]</i></u> Deputy</p>
<p><b>BUREAU APPROVAL</b></p> <p>Bureau: OMF/Bureau of Internal Business Services CAO: Jack D. Graham <i>[Signature]</i> Bureau Head: Bryant M. Enge <i>[Signature]</i></p>	<p><b>ACTION TAKEN:</b></p> <p>NOV 14 2012 <b>ACCEPTED</b> PREPARE CONTRACT</p>
<p>Prepared by: Jim Van Nest Date Prepared: October 26, 2012</p>	
<p>Financial Impact &amp; 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 November 14, 2012</p>	
<p><b>City Attorney Approval:</b> required for contract, code, easement, franchise, comp plan, charter</p>	

**AGENDA**

**TIME CERTAIN**   
Start time: \_\_\_\_\_

**Total amount of time needed:** \_\_\_\_\_  
(for presentation, testimony and discussion)

**CONSENT**

**REGULAR**   
**Total amount of time needed:** \_\_\_\_\_  
(for presentation, testimony and discussion)

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