

Portland, Oregon

FINANCIAL IMPACT and PUBLIC INVOLVEMENT STATEMENT For Council Action Items

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

1. Name of Initiator Brian Oberding	2. Telephone No. 823-2044	3. Bureau/Office/Dept. Transportation
4a. To be filed (date): April 4, 2013	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: March 18, 2013
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 five year price agreements with Porter W. Yett Company for \$10,000,000.00 and K.F. Jacobsen & Company, Inc. for \$5,000,000.00 to provide asphaltic concrete mixtures. (Procurement Report ITB No. 115045)

2) Purpose of the Proposed Legislation: The purpose of this legislation is to authorize price agreements for asphaltic concrete mixtures with the contractors for the not-to-exceed amounts as stated above. The price agreements will support the Portland Bureau of Transportation (PBOT) in their performance of annual routine road maintenance and paving work.

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 change in revenue generation is anticipated.

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**.)

Asphaltic concrete mixtures will be provided on a regular basis and billed as utilized per the price agreements. The supplies to be provided under the price agreements are funded in the approved FY 12/13 PBOT budget, and funding for subsequent years will be included in the requested budget.

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?

None, as the services are limited to internal business operations.

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 goods and services 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 in February 2013.

c) How did public involvement shape the outcome of this Council item? Potential bidders were able to review the invitation to bid (ITB), attend the pre-bid meeting and were able to ask questions and encouraged to provide comments which resulted in addenda to the ITB.

d) Who designed and implemented the public involvement related to this Council item? Procurement Services advertised a competitive ITB and held a pre-bid meeting that was open to the 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): Jim Van Nest, Strategic Sourcing Program Coordinator, 503-823-5680, James.VanNest@portlandoregon.gov

10) Is any future public involvement anticipated or necessary for this Council item? Please describe why or why not. No future public involvement is necessary to execute the goods and services contract. No future public involvement is anticipated as the item provides supplies for internal business operations.



Director, Bureau of Transportation



CITY OF PORTLAND

OFFICE OF MANAGEMENT AND FINANCE

Charlie Hales, Mayor
Jack D. Graham, Chief Administrative Officer
Bryant Enge, Director, Bureau of Internal Business Services

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**FOR MAYOR'S OFFICE USE
ONLY**

Reviewed by Bureau Liaison _____

DATE: March 18, 2013
TO: Mayor Charlie Hales
FROM: Christine Moody, Chief Procurement Officer *CM*

RE: Authorize five year price agreements with Porter W. Yett Company for \$10,000,000.00 and K.F. Jacobsen & Company, Inc. for \$5,000,000.00 to provide asphaltic concrete mixtures. (Procurement Report ITB No. 115045)

1. **INTENDED THURSDAY FILING DATE:** April 4, 2013
2. **REQUESTED COUNCIL AGENDA DATE:** April 10, 2013
3. **CONTACT NAME & NUMBER:** Christine Moody x31095
4. **PLACE ON:** **CONSENT** **REGULAR**
5. **BUDGET IMPACT STATEMENT ATTACHED:** **Yes** **No** **N/A**
6. **ONE (1) ORIGINAL OF CONTRACT "APPROVED AS TO FORM" BY CITY ATTORNEY ATTACHED:** **Yes** **No** **N/A**

7. BACKGROUND/ANALYSIS:

The Portland Bureau of Transportation (PBOT) has an on-going need for asphaltic concrete mixtures on an annual basis to perform routine road maintenance and paving work. Street work can be located in various locations throughout the City, therefore The City has determined that more than one price agreement is necessary to ensure adequate and efficient availability and delivery of asphalt materials in a cost effective manner. The use of any contractors will be based on availability, delivery, location of the work, and inspection and testing to assure the best value to the bureau. With the passage of Ordinance 185882, PBOT received Council authorization to request the Chief Procurement Officer solicit for bids for asphalt supply contracts.

The Chief Procurement Officer advertised ITB #115045 for Asphalt Supply on February 8, 2013 and six (6) bids were received. The bids were reviewed and evaluated in accordance with Portland City Code 5.33. Bids from five (5) of the bidders were deemed responsive to the requirements of the solicitation and contract awards will be made to all responsive bidders. The contractual amounts are determined on historical usage, two (2) of the awards will require Council approval. The City issued a Notice of Intent to Award price agreements to all responsive bidders on March 1, 2013 and no protests are pending.

Porter W. Yett Company and K.F. Jacobsen & Company, Inc., have current City of Portland business licenses, are in full compliance with the Equal Benefits Program, and their EEO Certifications are current. These firms are located in the Portland metro area and are not State Certified MWESB contractors. The Bureau's level of confidence in the cost estimate for this project is High as there is very good historical information showing purchases made for this type of commodity. These contracts will allow PBOT to continue to perform annual routine road maintenance and paving work throughout the City of Portland.

Legal issues - none known

Controversial issues - none known

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.

Citizen participation– Potential bidders attended the prebid meeting, asked questions and were encouraged to provide comments which resulted in the issuance of addenda to the ITB

Link to current city policies– none

Other governmental participation– none

8. FINANCIAL IMPACT:

Asphaltic concrete mixtures will be provided on a regular basis and billed as utilized per the price agreements. The supplies to be provided under the price agreements are funded in the approved FY 12/13 PBOT budget, and funding for subsequent years will be included in the requested budget.

9. RECOMMENDATION/ACTION REQUESTED:

Authorize price agreements with Porter W. Yett Company for \$10,000,000.00 and K.F. Jacobsen & Company, Inc. for \$5,000,000.00 to provide asphaltic concrete mixtures