

Portland, Oregon

FINANCIAL IMPACT and PUBLIC INVOLVEMENT STATEMENT For Council Action Items

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

1. Name of Initiator Ed Newvine, Project Manager	2. Telephone No. 503-823-6929	3. Bureau/Office/Dept. OMF-Internal Business Services-Facilities Services
4a. To be filed (date): Mach 28, 2013	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:

* Amend contract with ABHT Structural Engineers to increase expiration date through March 31, 2014 to allow for completion of The Portland Building Emergency Generator project. (Ordinance; amend Contract No. 37952)

2) Purpose of the Proposed Legislation:

To amend contract number 37952 with ABHT Structural Engineers to extend validity end date of contract for the purpose of completing The Portland Building Emergency Generator 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)?

- | | | | |
|--|------------------------------------|------------------------------------|--------------------------------|
| <input checked="" 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 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*.)

There is no additional cost requested for this amendment. Time extention only.

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.

Not applicable. This project is included in the FY 2012-13 budget and the request extends the validity end date of the contract for the purpose of completing the project.

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.

BRYANT ENGE, DIRECTOR, BUREAU OF INTERNAL BUSINESS SERVICES

BUREAU DIRECTOR (Typed name and signature)





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

Robert F. Kieta, Manager
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DATE: March 21, 2013

TO: Mayor Charlie Hales

VIA: Bryant Enge, Director of Internal Business Services
Bob Kieta, Facilities Services Manager

FROM: Ed Newvine, Project Manager

RE: * Amend contract with ABHT Structural Engineers to increase expiration date through March 31, 2014 to allow for completion of The Portland Building Emergency Generator project. (Ordinance; amend Contract No. 37952)

**FOR MAYOR'S OFFICE USE
ONLY**

Reviewed by Bureau Liaison

185965

1. **INTENDED THURSDAY FILING DATE:** March 28, 2013
2. **REQUESTED COUNCIL AGENDA DATE:** April 10, 2013
3. **CONTACT NAME & NUMBER:** Ed Newvine, 3-6929
4. **PLACE ON:** ☒ **CONSENT** ☐ **REGULAR**
5. **BUDGET IMPACT STATEMENT ATTACHED:** ☒ **Y** ☐ **N** ☐ **N/A**
6. **(2) ORIGINAL COPIES OF CONTRACTS APPROVED AS TO FORM BY CITY ATTORNEY**
ATTACHED: ☒ **Yes** ☐ **No** ☐ **N/A**

7. BACKGROUND/ANALYSIS

Attached is an ordinance to increase ABHT Structural Engineers' contract expiration date one year through March 31, 2014 to allow for completion of the subject project.

There is no MWESB participation for this portion of the work.

RFP No. FAC001 for consultants to provide structural engineering services as needed was issued February 2008. A selection committee recommended the ten highest scoring firms be awarded contracts, ABHT Structural Engineering being one of the firms. The Agreement amount was \$50,000 with an expiration date of March 31, 2011.

The contracts were awarded for a three year term with an option to renew for two additional one year terms.

Amendment No. 1, dated March 9, 2011 extended the contract expiration date until March 31, 2012 to allow for renewal of the contract for one year (fourth year of the contract).

Amendment No. 2, dated March 19, 2012 extended the contract expiration date until March 31, 2013 to allow for renewal of the contract for an additional one year term (fifth year of the contract).

All consultants received work under their contracts. Task orders were issued by rotating through the consultants. All work has been completed under nine of the awarded contracts and it is not necessary to renew those contracts.

Seven (7) task orders totaling \$29,791 have been issued against Contract No. 37952 with ABHT Structural Engineers. Work under task orders 1 through 6 have been completed. Work agreed upon with Task Order No. 7 has not been completed. It is necessary to extend the contract expiration date to allow for The Portland Building Emergency Generator Installation project to be completed. No additional scope or funds are being added.

Task Order No. 7, dated November 20, 2012 in the amount of \$4,500 allowed the contractor to provide structural engineering services for The Portland Building Emergency Generator Installation project. Services included: site visit, as built review, structural adequacy verification, retrofit detail review and preparation, seismic anchorage detail design, provide stamped calculations and CAD drawing, and answer structural related questions during construction.

City of Portland Code 5.33.220.D.10 authorizes the renegotiation of existing contracts with incumbent contractors when it is in the best interests of the City.

The Office of Management and Finance/Facilities Services recommends that it be authorized to amend Contract No. 37952 with ABHT Structural Engineers to extend the contract expiration date an additional year through March 31, 2014 to allow for completion of The Portland Building Emergency Generator Installation project.

8. FINANCIAL IMPACT

There is no cost added with this amendment.

9. RECOMMENDATION/ACTION REQUESTED

Amend contract with ABHT Structural Engineers to increase expiration date through March 31, 2014 to allow for completion of The Portland Building Emergency Generator project. (Ordinance; amend Contract No. 37952)