

Portland, Oregon

FINANCIAL IMPACT and PUBLIC INVOLVEMENT STATEMENT For Council Action Items

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

| | | | |
|---|--|---|--|
| 1. Name of Initiator Jeffery A Blade | | 2. Telephone No. 503-823-6858 | 3. Bureau/Office/Dept. Procurement Services |
| 4a. To be filed (date): June 13, 2013 | 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: |
| 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 Cedar Mill Construction Company, LLC for the Portland Building Generator Infrastructure Upgrade in the amount of \$639,500.00 (Procurement Report - Bid No. 115480)

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 \$639,500.00

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 |
|------|-------------|-----------------|-----------------|----------------|-------|-------------------|--------|
| | | | | | | | |
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[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?

Remodel of the Portland Building generator room, and installation of the building's emergency generator.

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. They became involved when the project advertised for bids on April 10, 2013.

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 bid 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, Sr. 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.

Christine Moody, Chief Procurement Officer

Christine Moody

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

Christine Moody
Chief Procurement Officer
Procurement Services
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Portland, Oregon 97204-1912
(503) 823-5047
FAX (503) 823-6865
TTY (503) 823-6868

MEMORANDUM

DATE: JUNE 12, 2013
TO: Mayor Charlie Hales
FROM: Christine Moody, Chief Procurement Officer *CM*
SUBJECT: Accept bid of Cedar Mill Construction Company, LLC for the Portland Building Generator Infrastructure Upgrade in the amount of \$639,500.00 (Procurement Report - Bid No. 115480)

1. **INTENDED THURSDAY FILING DATE:** June 13, 2013
2. **REQUESTED COUNCIL AGENDA DATE:** June 19, 2013
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 185966 passed by the Council on April 10, 2013 authorized a contract and provided payment for the construction of the Portland Building Emergency Generator Infrastructure Upgrade. The purpose of this project is to prepare an area in the Portland Building for the building's emergency generator, and to install the generator.

8. **FINANCIAL IMPACT:** The engineer's estimate for this project was \$570,000.00 and the confidence level was Optimal. Funds are available in the Facilities Services FY 2012-2013 budget.

9. **RECOMMENDATION/ACTION REQUESTED:** Accept Recommendation to award contract to Cedar Mill Construction Company, LLC in the amount of \$639,500.00.

10. **SCOPE OF WORK ON PROJECT:** The project includes all labor, materials, tools, equipment, and supervision necessary to complete the Portland Building Emergency Generator Infrastructure Upgrade project.

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.