

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

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

1. Name of Initiator Susan Meamber		2. Telephone No. 503-823-9709	3. Bureau/Office/Dept. Parks & Recreation
4a. To be filed (hearing date): June 5, 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: May 22, 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 Amendment No. 4 to Professional, Technical, or Expert Services Contract No. 30000135 with Professional Roof Consultants, Inc., for additional services during construction on the Pittock Mansion Terraces Restoration project. (Ordinance; amend Contract No. 30000135)

2) Purpose of the Proposed Legislation:

Amend Professional Roof Consultants contract to add inspections during construction and management of the submittal and Request for Information processes.

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 checked="" 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 | | | |

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 to current or future revenue anticipated.

5) Expense: What are the costs to the City as a result of 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 will be no change in project costs as a result of this legislation. It was expected that this work would be performed by Parks' construction management staff but due to workload issues these construction observations will be performed by Professional Roof Consultants.

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.

The public is not typically involved the contract amendment process.

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?

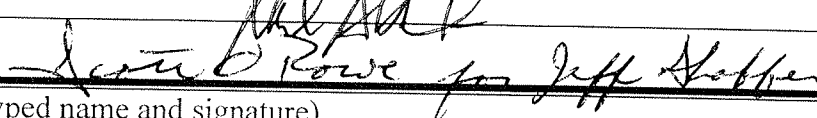
c) How did public involvement shape the outcome of this Council item?

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, the public is not typically involved in the process to amend professional services contracts.

Jeff Shaffer/Interim Finance Manager 
APPROPRIATION UNIT HEAD (Typed name and signature)



PORTLAND PARKS & RECREATION

Healthy Parks, Healthy Portland

ORDINANCE COVER SHEET

Title of Ordinance/Report: *Authorize Amendment No. 4 to Professional, Technical, or Expert Services Contract No. 30000135 with Professional Roof Consultants, Inc., for additional services during construction on the Pittock Mansion Terraces Restoration project. (Ordinance; amend Contract No. 30000135)

Today's Date: May 17, 2013

Expected Date to Council: June 5, 2013

Preparer's Name: Susan Meamber

Manager's Name: Brett Horner

Manager's signature: _____

If this is an Agreement, a Contract, or a Contract amendment, has it been "Approved as to Form" by the City Attorney? yes

Will this be on **Regular** or **Consent** agenda?

Consent

1. Background

Once the private home of the pioneer Pittock family, the Pittock Mansion is a 22-room house designed by architect Edward Foulkes, completed in 1914. The mansion sits 1,000 feet above sea level on 46 acres and commands a view of five mountains in the Cascade Range. It is an outstanding architectural achievement with its eclectic design of circular rooms, combining fine plasterwork, cut and polished marbles, cast bronze, and superbly crafted hardwoods and paneling.

The Pittocks lived there with their family from 1914 until the death of Georgiana in 1918 and Henry in 1919. The house remained as a family residence until 1958. Six years later, the City of Portland purchased the estate, partly through citizen donations, to preserve the building from demolition and its extensive grounds from subdivision. It was opened to the public one year later and has remained a community landmark ever since. In 1969 the building was listed on the National Register of Historic Places and describes the mansion as "unrivaled as the largest and most lavish house ever to be built in Portland."

The building's original concealed roof gutters direct roof run-off through the building's hollow exterior walls to be collected in the basement, and from there to the storm sewer. This drainage system is inadequate and leads to undesirable water infiltration in areas where it is damaging the mansion. Previous projects provided four exterior downspouts that provide some relief by directing some of this water onto the terraces where it pools, creating the potential for additional water damage to the building finishes and structure.

On January 17th 2009, the City entered into Contract No. 30000135 with Professional Roof Consultants, Inc. for On-Call Roof & Building Envelope Investigation and Design Services for a not to exceed amount of \$50,000 to provide design services for restoration to the exterior terraces.

On August 8th 2011, Task Order #1 was executed authorizing Professional Roof Consultants (PRC) to provide building envelop design services for the restoration of exterior terraces at the Pittock Mansion. The compensation for these original services was \$31,655.

In January 2013, a construction contract to perform repairs to Pittock Mansion's main terrace was awarded to Talisman Construction Services, Inc. Work on the project is proceeding.

On January 7th 2013, Task Order #2 was executed authorizing Professional Roof Consultants to perform additional services for the restoration of the terraces including: develop construction documents for 2nd floor south terrace, processing submittals and RFIs during construction and attendance at weekly construction meetings. The compensation for these additional services was \$22,150.

Parks is requesting that instead of Parks' staff performing inspection services, Professional Roof Consultants provide the needed inspections during construction. Due to workload demands, Parks is not able to provide construction management oversight at the level originally anticipated. Professional Roof Consultants has specific expertise in waterproofing quality control and is well qualified to supplement Parks staff in oversight of construction and perform inspections.

PP&R needs City Council approval at this time because having PRC perform inspections will increase their compensation to over 25% of the original contract amount. Staff only has authority to increase contracts by 25%.

2. **Financial Impact**

The cost of this oversight is within the project's construction management budget. The funds budgeted for Parks' staff are adequate to pay for Professional Roof Consultants additional construction oversight services.

3. **Controversial and/or legal issues**

None

4. **Link to current City policies**

None

5. **Citizen participation**

None-it is not typical for citizen participation on construction contract issues.

6. **Other government participation**

None