

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

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

1. Name of Initiator John Hunt		2. Telephone No. (503) 823-4302	3. Bureau/Office/Dept. Bureau Internal Business Services/ CityFleet
4a. To be filed (date): 10/10/2013	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 CBO 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:

*Authorize a contract for CityFleet to purchase a special purpose truck for \$40,000. (Ordinance)

2) Purpose of the Proposed Legislation:

The purpose of this ordinance is to authorize CityFleet to procure a special purpose truck for the Portland Bureau of Emergency Management in accordance with Resolution 35960 requiring Council approval of leases, upgrades to replacements, and new vehicle additions. PBEM has requested this equipment to be purchased in FY 2014.

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 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.

Revenues will not be impacted by this decision.

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.)*

The Portland Bureau of Emergency Management (PBEM) has requested to purchase one new addition to the Fleet. Equipment Number N14001 is a special purpose truck to tow emergency trailer and transport personnel. This purchase price of this vehicle is estimated to cost \$40,000 and have annual operations and maintenance costs of \$3,300. The annual replacement costs are estimated at \$4,445. PBEM has identified funding for this request. Charges for replacement, fuel and repair services occur in accordance with the interagency agreement between CityFleet and PBEM. The present interagency agreement for FY 2014 does not include operational costs associated with this equipment and the agreement will have to be adjusted upon receipt of the new equipment.

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.)*
- **Will positions be created or eliminated in future years as a result of this legislation?**

There are no positions associated with this decision.

(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 nature of this project is to purchase of one vehicle with the funding coming from PBEM's authorized budget. Public outreach for this purchase is met with the adoption of PBEM's Budget.

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, there is no future plan for public involvement for this request. This project will be finished upon completion of the purchase of the vehicle.



Bryant M. Enge, Director



CITY OF PORTLAND
OFFICE OF MANAGEMENT AND FINANCE

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

CityFleet

John Hunt, Manager
City Fleet
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(503) 823-2277
FAX (503) 823-4374
TTY (503) 823-6868

DATE: October 8, 2013

TO: MAYOR CHARLIE HALES

FROM: BRYANT M. ENGE, DIRECTOR
BUREAU OF INTERNAL BUSINESS SERVICES

FOR MAYOR'S OFFICE USE ONLY

Reviewed by Bureau Liaison _____

186298

RE: *Authorize a contract for CityFleet to purchase a special purpose truck for \$40,000. (Ordinance)

1. **INTENDED THURSDAY FILING DATE:** OCTOBER 10, 2013
2. **REQUESTED COUNCIL AGENDA DATE:** OCTOBER 23, 2013
3. **CONTACT NAME & NUMBER:** BRYANT M. ENGE, DIRECTOR, 503-823-6962
4. **PLACE ON:** X CONSENT REGULAR
5. **BUDGET IMPACT STATEMENT ATTACHED:** X Yes No N/A
6. **(3) ORIGINAL COPIES OF CONTRACTS APPROVED AS TO FORM BY CITY ATTORNEY ATTACHED:** Yes No X N/A

7. BACKGROUND/ANALYSIS

The Bureau of Emergency Management is requesting the addition of a special purpose truck to tow the current emergency communications trailer and to transport personnel and equipment when responding to emergency incidents. The estimated cost of this vehicle is \$40,000.

8. FINANCIAL IMPACT

It is estimated that the cost of the special purpose truck will be \$40,000.

9. RECOMMENDATION/ACTION REQUESTED

CityFleet recommends approval and requests Council authorization to procure this vehicle.

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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.