

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

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

1. Name of Initiator Linda Ginenthal		2. Telephone No. 3-5266	3. Bureau/Office/Dept. PBOT/TSM/Active Transportation
4a. To be filed (date): December 11, 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 CBO Budget Analyst: November 27, 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 two-year contract with Axiom Event Productions, LLC for \$239,000 for volunteer and course management services through the City of Portland Sunday Parkways program. (Ordinance)

**2) Purpose of the Proposed Legislation:** To approve a two-year contract with Axiom Event Productions, LLC for Portland Sunday Parkways programs in 2014 and 2015. To provide volunteer and course management services for the 1500 Sunday Parkways volunteers and 25 partner organizations that provide volunteer support throughout the year for Portland Sunday Parkways.

**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 checked="" type="checkbox"/> Northeast | <input type="checkbox"/> Northwest            | <input checked="" type="checkbox"/> North |
| <input checked="" type="checkbox"/> Central Northeast  | <input checked="" type="checkbox"/> Southeast | <input checked="" type="checkbox"/> Southwest | <input checked="" type="checkbox"/> East  |
| <input type="checkbox"/> Central City                  |   |   |   |

**FINANCIAL IMPACT**

**Revenue and/or Expense:**

Is ALL the Revenue and/or Expense a part of the current year's budget? or 5-yr CIP? No  
 SAP COST OBJECT No(s).: 9TR000001800

**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 year, including Operations & Maintenance (O&M) costs, if known, and estimates, if not

known. 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**.)

Contract costs associated with this legislation include Volunteer and Course Management for Portland Sunday Parkways for 2014 and 2015. Funding spans FY13/14, FY14/15 and FY15/16. Funds for this program are ongoing and budgeted from PBOT GTR funding at \$50,000 per fiscal year as well as sponsorship, grants, vendor fees and individual contributions at \$330,000 per calendar year. An additional \$100,000 has been allocated to this program from the General Fund in each fiscal year. No General Fund monies will be used to fund this contract.

Bureau's level of confidence in the cost estimates for this project is optimal.

**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.) No applicable.

Fund	Fund Center	Commitment Item	Functional Area	Funded Program	Grant	Sponsored Program	Amount

**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.

Sunday Parkways involves significant community involvement, notification, and promotions. Contracting with Axiom Event Productions, LLC for volunteer and course management was not and is not part of this extensive public involvement.

Thousand of Portland residents and visitors enjoy Portland Sunday Parkways events. To manage the resident and business car traffic and facilitate access to residents' homes along the Sunday Parkways routes, hundreds of volunteers will be trained and deployed. Through this contract, volunteers will be recruited, trained and managed and thanked by contract staff in close coordination with PBOT and the Portland Police Bureau.

There are many hundreds of community organizations, places of worship, City, state, and county agencies, businesses and affinity groups that participate and volunteer at Portland Sunday Parkways events. Partnering with communities of color, Latino and low-income community organizations and agencies that address these constituencies is a primary focus for outreach and involvement in the events/program and volunteering.

The public and neighborhood and business associations have consistently requested more Portland Sunday events in their areas. To accommodate more neighborhoods and more mileage and to expand participation with community organizations that work with people of color, low-income and Latino families, this volunteer management contract includes funding for community organizations to take responsibility for volunteer positions and get a small stipend to the organizations for their participation as volunteers.

**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

KK 11-20-13

BUREAU DIRECTOR

LEAH TREAT, Bureau of Transportation