

186638 As Amended

**ORDINANCE No.**

\* Authorize a contract with Matrix Consulting Group, Ltd. in an amount not to exceed \$145,000 for staffing analysis services (Ordinance)

The City of Portland ordains:

Section 1. The Council Finds:

1. The FY 2013-14 Adopted Budget contains a Budget Note which directs the Police Bureau to conduct a staffing analysis incorporating number and configuration of shifts, appropriate call classification and response time goals, district patrol area size, work week schedules, volume of calls for service and officer safety requirements.
2. The Budget Note provided the option to contract out the staffing analysis or prepare one in house for peer review.
3. The Police Bureau determined a professional consulting group outside of the bureau would be best suited to provide an independent assessment.
4. The scope of the analysis was broadened to find a firm to address the following in addition to the items listed in the Budget Note: assess bureau effectiveness and areas of improvement in conducting operations with current resources; specify appropriate levels of personnel needed to conduct operations; identify crimes, victims and police services that require more effective response than what is currently provided; identify, in conjunction with community expectations regarding public safety, proper police functions which are not being performed by the bureau; assess the degree to which the bureau is incorporating contemporary philosophical and programmatic innovations.
5. The bureau conducted a formal Request for Proposal process in Fall 2013 to solicit firms for this work and Matrix Consulting Group, Ltd. was one of six firms to submit a proposal.
6. Following a final round of in-person interviews the selection committee posted a Notice of Intent to Negotiate and Award on March 14, 2014.
7. The City would like to enter into an agreement with Matrix Consulting Group, Ltd. in an amount not exceed \$145,000 for the period of June 1, 2014 through June 30, 2015 to provide this staffing analysis.
8. Funds are available for this purpose in the Police Bureau's FY 2013-14 Adopted Budget.
9. Due to the immediate need to execute this contract and begin the analysis in the current fiscal year, it serves City and public interest for this ordinance to be in full force and effect immediately upon passage by Council.

NOW, THEREFORE, the Council directs:

- a. The Chief Procurement Officer is hereby authorized to execute a contract and any subsequent amendments with Matrix Consulting Group, Ltd. in a form similar to the contract attached as Exhibit A.
- b. The contract Scope of Work analysis examining the efficiency of the police bureau will include: seeking cost-savings without impacting service and community safety, and ensuring spans of control are appropriate to effectively and cost-efficiently accomplish city and bureau goals.

Section 2. The Council declares an emergency exists because delay in proceeding with this agreement will prevent the ability to begin contracted work in the current FY 2013-14. Therefore, this ordinance shall be in full force and effect from and after its passage by the Council.

Passed by the Council: JUN 11 2014

Mayor Hales  
Prepared by: Elizabeth Gardiner  
Date Prepared: May 14, 2014

**LaVonne Griffin-Valade**  
Auditor of the City of Portland  
By

  
Deputy

Agenda No. **186638** As Amended  
**ORDINANCE NO.**  
 Title

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<p><b>INTRODUCED BY</b>          Commissioner/Auditor:  <b>Mayor Charlie Hales</b></p>	<p>CLERK USE: DATE FILED <u>JUN 06 2014</u></p>
<p><b>COMMISSIONER APPROVAL</b></p> <p>Mayor—Finance and Administration <i>[Signature]</i></p> <p>Position 1/Utilities - Fritz</p> <p>Position 2/Works - Fish</p> <p>Position 3/Affairs - Saltzman</p> <p>Position 4/Safety - Novick</p>	<p>LaVonne Griffin-Valade          Auditor of the City of Portland</p> <p>By: <i>[Signature]</i>          Deputy</p>
<p><b>BUREAU APPROVAL</b></p> <p>Bureau: Police          Bureau Head: Michael Reese <i>[Signature]</i></p> <p>Prepared by: Elizabeth Gardiner          Date Prepared: 5/14/14</p> <p>Financial Impact &amp; Public Involvement Statement          Completed <input checked="" type="checkbox"/> Amends Budget <input type="checkbox"/></p> <p>Portland Policy Document          If "Yes" requires City Policy paragraph stated in document.          Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p> <p>Council Meeting Date  <b>June 11, 2014</b></p>	<p><b>ACTION TAKEN:</b></p>
<p><b>City Attorney Approval:</b>          required for contract, code, easement, franchise, comp plan, charter</p>	

<b>AGENDA</b>
<p><b>TIME CERTAIN</b> <input type="checkbox"/></p> <p>Start time: _____</p> <p>Total amount of time needed: _____          (for presentation, testimony and discussion)</p>
<p><b>CONSENT</b> <input type="checkbox"/> <i>pulled</i></p>
<p><b>REGULAR</b> <input checked="" type="checkbox"/> <i>Was on Consent by accident</i></p> <p>Total amount of time needed: <b>5 min</b>          (for presentation, testimony and discussion)</p>

FOUR-FIFTHS AGENDA	COMMISSIONERS VOTED AS FOLLOWS:		
		YEAS	NAYS
1. Fritz	1. Fritz	✓	
2. Fish	2. Fish	✓	
3. Saltzman	3. Saltzman	✓	
4. Novick	4. Novick	✓	
Hales	Hales	✓	