

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

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

1. Name of Initiator Tod Rosinbum		2. Telephone No. 823-5573	3. Bureau/Office/Dept. Transportation
4a. To be filed Hearing (date): July 16, 2014	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: June 18, 2014
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 price agreement with Christenson Electric, Inc., for LED Streetlight Installation and Maintenance services for a 5-year contractual total not to exceed \$6,500,000.00. (Procurement Report RFP No. 116619)

2) Purpose of the Proposed Legislation: The purpose of this legislation is to authorize a price agreement for LED Streetlight Installation and Maintenance services. The price agreement will support the Portland Bureau of Transportation (PBOT) in their planned conversion of 46,700 streetlights to the more energy efficient Light-Emitting Diode (LED) streetlights.

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 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 change in revenue generation is anticipated.

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**.)

LED streetlight installation and maintenance services will be provided and billed as utilized per the price agreement. The services to be provided under the price agreement will be funded in the approved FY 14/15 PBOT budget, and funding for subsequent years will be included in the requested budget.

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.

9) If "YES," please answer the following questions:

a) **What impacts are anticipated in the community from this proposed Council item?**
None, as the services will be performed with very little interruption of normal activities.

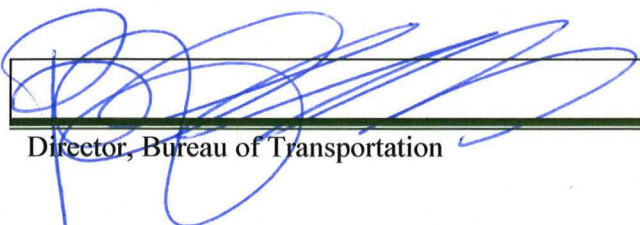
b) **Which community and business groups, under-represented groups, organizations, external government entities, and other interested parties were involved in this effort, and when and how were they involved?** The goods and services contracting community, including contractors certified with the State of Oregon as minority, women, and emerging small businesses became involved when the project advertised for proposals in April 2014.

c) **How did public involvement shape the outcome of this Council item?** Potential proposers were able to review the request for proposals (RFP), ask questions and provide comments which resulted in addenda to the RFP. Additionally, a pre-proposal meeting was held which also provided an opportunity for potential proposers to ask questions and provide comments regarding the RFP.

d) **Who designed and implemented the public involvement related to this Council item?** Procurement Services publically advertised a competitive RFP which included 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):** Jim Van Nest, Strategic Sourcing Program Coordinator, 503-823-5680, James.VanNest@portlandoregon.gov

10) Is any future public involvement anticipated or necessary for this Council item? Please describe why or why not. No future public involvement is necessary to execute the installation and maintenance services price agreement. No future public involvement is anticipated as the item provides services per internal business operations.



Director, Bureau of Transportation

6-22-14



CITY OF PORTLAND

OFFICE OF MANAGEMENT AND FINANCE

Charlie Hales, Mayor
Fred Miller, Chief Administrative Officer
Bryant Enge, Director, Bureau of Internal Business Services

Christine Moody
Chief Procurement Officer

Procurement Services
1120 S.W. Fifth Avenue, Rm. 750
Portland, Oregon 97204-1912
(503) 823-5047
FAX (503) 823-6865
TTY (503) 823-6868

FOR MAYOR'S OFFICE USE ONLY

Reviewed by Bureau Liaison _____

DATE: June 12, 2013
TO: Mayor Charlie Hales
FROM: Christine Moody, Chief Procurement Officer *CM*
RE: Authorize a price agreement with Christenson Electric, Inc., for LED Streetlight Installation and Maintenance services for a 5-year contractual total not to exceed \$6,500,000.00. (Procurement Report RFP No. 116619)

1. **INTENDED THURSDAY FILING DATE:** July 2, 2014
2. **REQUESTED COUNCIL AGENDA DATE:** July 16, 2014
3. **CONTACT NAME & NUMBER:** Christine Moody x31095
4. **PLACE ON:** ☒ **CONSENT** ☐ **REGULAR**
5. **BUDGET IMPACT STATEMENT ATTACHED:** ☒ **Yes** ☐ **No** ☐ **N/A**
6. **ONE (1) ORIGINAL OF CONTRACT "APPROVED AS TO FORM" BY CITY ATTORNEY ATTACHED:** ☐ **Yes** ☐ **No** ☒ **N/A**

7. **BACKGROUND/ANALYSIS:**

The City presently owns approximately 55,000 streetlights of which 11,000 are currently maintained by the City and 44,000 are maintained by PGE. As part of their normal maintenance, the Portland Bureau of Transportation (PBOT) has planned the conversion of 46,700 street lights from high pressure sodium to energy efficient Light-Emitting Diodes (LED) over the next two years with additional installation and maintenance needed for three additional years. With passage of Ordinance 185929, the Portland Bureau of Transportation received Council authorization to issue a Request for Proposals (RFP).

On April 1, 2014, the Chief Procurement Officer advertised RFP No. 116619 for LED Installation and Maintenance services. On May 1, 2014 seven (7) proposals were received. The proposals were reviewed, evaluated, and scored by the evaluation committee in accordance with Portland City Code 5.33. The proposal from Christenson Electric, Inc., was deemed responsive to the requirements of the solicitation and received the highest evaluation scores for the installation and maintenance of the new LED lights. The City issued a Notice of Intent to Negotiate and Award a price agreement to Christenson Electric, Inc., on May 29, 2014. No protests were received.

Christenson Electric, Inc., is a local firm and has a current City of Portland business license tax account, is in compliance with the Equal Benefits Program, and their EEO Certification is current through May 29, 2016. The Bureau's level of confidence in the cost estimates for this project is high, as there is very good historical information regarding purchases made for these types of services for the bureau.

Awarding a price agreement to Christenson Electric, Inc., will allow the Portland Bureau of Transportation to continue its planned conversion of 46,700 streetlights to the energy efficient Light-Emitting Diode (LED) streetlights.

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.

Legal issues - none known

Controversial issues – none known

Citizen participation – Mr. Alan Beane participated as an evaluator under the Minority Evaluator Program.

Link to current city policies – none

Other governmental participation – none

8. FINANCIAL IMPACT:

The Portland Bureau of Transportation anticipates the initial costs for this price agreement to be approximately \$5,000,000 for the first two (2) years, with price agreement extensions of \$500,000 per year for the remaining three (3) years. Funding will be available from adopted budgets each year.

9. RECOMMENDATION/ACTION REQUESTED:

Authorize a price agreement with Christenson Electric, Inc., for a 5-year contractual total not to exceed \$6,500,000.