

Portland, Oregon

FINANCIAL IMPACT and PUBLIC INVOLVEMENT STATEMENT For Council Action Items

(Deliver original to City Budget Office. Retain copy.)

1. Name of Initiator Susan Hartnett		2. Telephone No. 503-823-6958	3. Bureau/Office/Dept. OMF/Office of the CAO
4a. To be filed (hearing date): September 3, 2014	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: August 25, 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: *Amend contract with Nelson Capitol Construction Program Management, LLC in the amount of \$30,000 to provide additional construction project management services (Ordinance; amend Contract No. 30002669)

2) Purpose of the Proposed Legislation: Authorize the Chief Procurement Officer to amend Contract No. 30002669 with Nelson Capitol Construction Program Management, LLC for construction oversight services with Amendment No. 2, which is attached to Ordinance as Exhibit A.

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 checked="" 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 | | | |

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.

This legislation has no effect on current or future revenue coming to the City.

5) Expense: What are the costs to the City as a result of this legislation? What is the source of funding for the expense? (

This Ordinance approves an increase of \$30,000 to the total compensation under Contract No. 30002669 for work which will be completed in Fiscal Year 2014-15. Funding sufficient for this increased contract amount resides in the Spectator Facilities Fund.

6) Staffing Requirements:

- Will any positions be created, eliminated or re-classified in the current year as a result of this legislation?
 - Will positions be created or eliminated in *future years* as a result of this legislation?
- No positions will be created, eliminated or reclassified in the current or future fiscal years as the result of this Ordinance.

(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.)*

Not applicable.

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.

There are no anticipated impacts in the community from this proposed Council item and little or no community interest in this matter was expected.

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 future public involvement is anticipated or necessary for this Council item because it simply authorizes a contract amendment.

Betsy Ames for Fred Miller, CAO

APPROPRIATION UNIT HEAD (Typed name and signature)



CITY OF PORTLAND

OFFICE OF MANAGEMENT AND FINANCE

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Fred Miller, Chief Administrative Officer
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DATE: August 25, 2014

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TO: Mayor Charlie Hales

FROM: Fred Miller, Chief Administrative Officer

TITLE: *Amend contract with Nelson Capitol Construction Program Management, LLC in the amount of \$30,000 to provide additional construction project management services (Ordinance; amend Contract No. 30002669)

1. INTENDED THURSDAY FILING DATE: August 28, 2014
2. REQUESTED COUNCIL AGENDA DATE: September 3, 2014
3. CONTACT NAME & NUMBER: Susan Hartnett, 503-823-6958
4. PLACE ON: ☒ CONSENT ☐ REGULAR ☐ TIME CERTAIN @ _____
5. FINANCIAL IMPACT & PUBLIC INVOLVEMENT STATEMENT ATTACHED:
☒ Y ☐ N
6. (2) ORIGINAL COPIES OF CONTRACTS APPROVED AS TO FORM BY CITY ATTORNEY ATTACHED: ☒ Yes ☐ No ☐ N/A

7. BACKGROUND/ANALYSIS

Contract No. 30002669 for construction oversight services was executed in May 2012 in anticipation of a large scale renovation project for the Veterans Memorial Coliseum. The contract was let prior to completion of the redevelopment agreements so preliminary work could be done during the off season. The redevelopment agreements were not completed but the construction activities continued into 2014 and included replacement of the ice floor and plant, freight elevator modernization, back flow valve replacement and vault repairs, modification of sideline retractable seating platforms to match new ice floor dimensions, remediation of identified environmental contamination, and replacement of CFC refrigerants. To provide continued construction oversight for this work, the contract was amendment in March 2014 to add \$24,000 to the total compensation amount and to extend the expiration to December 2014.

Recently several additional work tasks have been identified that required prompt attention during the off season and prior to winter weather setting in; this work also requires ongoing construction oversight services. This work includes structural repair of a beam in the VMC Exhibit Hall and replacement of the waterproof lining in the above grade planter boxes in the Plaza. In addition, previously planned restriping work in the Rose Quarter parking facilities was expanded to include correction of certain ADA barriers, identified through the City's yet to be adopted Transition Plan, which were less costly to address in conjunction with the restriping work.

The scope and duration of the construction oversight needed for the planned Fiscal 2014-15 work, in addition to the continued work from Fiscal 2013-14, prompted the Office of Management and Finance to begin an Intermediate Request for Proposals solicitation and selection process. The

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process is expected to be completed in late-September or early-October 2014. In the interim, a second amendment to the existing contract is needed to provide uninterrupted construction oversight services in August and September.

The Ordinance authorizes the Chief Procurement Officer to execute a second amendment to Contract No. 30002669, which increases the total compensation by \$30,000. The additional compensation under this Ordinance, along with the additional compensation under Contract Amendment No. 1, totals \$54,000, which is 56% of the original compensation amount of \$96,000. The new not to exceed amount of Contract No. 30002669 is \$150,000.

8. FINANCIAL IMPACT

While the costs associated with this contract amendment were not specifically contemplated when the Fiscal Year 2014-15 budget was developed, sufficient funds reside within the Spectator Facilities Fund to cover the increased compensation authorized under this Ordinance.

9. RECOMMENDATION/ACTION REQUESTED

The CAO recommends that Council adopt the Ordinance authorizing an increase of \$30,000 to the total compensation under Contract No. 30002669.