

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

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

1. Name of Initiator Greg Charr		2. Telephone No. 823-2491	3. Bureau/Office/Dept. Environmental Services
4a. To be filed Hearing (date): September 18, 2014	4b. Calendar (Check One)  <div style="display: flex; justify-content: space-around;"> <span>Regular <input checked="" type="checkbox"/></span> <span>Consent <input type="checkbox"/></span> <span>4/5ths <input type="checkbox"/></span> </div>		5. Date Submitted to Commissioner's office and FPD 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:** Authorize a price agreement with Gresham Transfer, Inc., for residuals hauling services for a 5-year contractual total not to exceed \$6,000,000.00. (Procurement Report RFP No. 116696)

**2) Purpose of the Proposed Legislation:** The purpose of this legislation is to authorize a price agreement for residuals hauling services. The price agreement will support the Portland Bureau of Environmental Services (BES) in their requirement for hauling seasonal residuals from the Columbia Blvd. Wastewater Treatment Plant to DEQ authorized land application sites at Madison Ranches near Echo, OR which is located approximately 200 miles east of the Columbia Wastewater Treatment Plant.

**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**.)

Residuals hauling 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 BES 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.)*

<b>Fund</b>	<b>Fund Center</b>	<b>Commitment Item</b>	<b>Functional Area</b>	<b>Funded Program</b>	<b>Grant</b>	<b>Sponsored Program</b>	<b>Amount</b>

**[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 was advertised for proposals in July 2014.

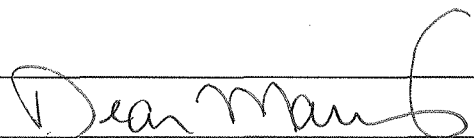
c) **How did public involvement shape the outcome of this Council item?**

Potential proposers were able to review the request for proposals (RFP), ask questions and provide comments. 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](mailto: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 residuals hauling services price agreement as the services required for internal business operations.



Director, Bureau of Environmental Services



# CITY OF PORTLAND

## OFFICE OF MANAGEMENT AND FINANCE

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

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### FOR MAYOR'S OFFICE USE ONLY

Reviewed by Bureau Liaison \_\_\_\_\_

**DATE:** August 18, 2014  
**TO:** Mayor Charlie Hales  
**FROM:** Christine Moody, Chief Procurement Officer *CM*  
**RE:** Authorize a price agreement with Gresham Transfer, Inc., for residuals hauling services for a 5-year contractual total not to exceed \$6,000,000.00. (Procurement Report RFP No. 116696)

1. **INTENDED THURSDAY FILING DATE:** September 18, 2014
2. **REQUESTED COUNCIL AGENDA DATE:** September 24, 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 of Portland produces approximately 75,000 wet tons of biosolids per year at the Columbia Boulevard Wastewater Treatment Plant (CBWTP). The City of Portland treats the raw sewage solids to conform to stringent U.S. Environmental Protection Agency (EPA) and Oregon Department of Environmental Quality (DEQ) standards before they can be classified as biosolids and used beneficially. Since 1990, the City has land-applied biosolids to dry land pasture, dry land small grains, and irrigated small grains at Madison Ranches near Echo, OR. Approximately two-thirds of the City's biosolids are beneficially recycled at this location.

The Bureau of Environmental Services requires seasonal hauling of residuals from the Columbia Blvd. Wastewater Treatment Plant (CBWTP) to DEQ authorized land application sites at Madison Ranches, Echo, OR, located approximately 200 miles east of the CBWTP. Actual weather conditions will dictate the actual start and end date for this project every year. The City has alternative sites and contracts for the dry weather season (approximately May through August of every year).

On July 3, 2014, the Chief Procurement Officer advertised RFP No. 116696 for Residuals Hauling Services. On July 31, 2014, one (1) proposal was received. The proposal was reviewed, evaluated, and scored by the evaluation committee in accordance with Portland City Code 5.33. The proposal from Gresham Transfer, Inc., was deemed responsive to the requirements of the solicitation. The City issued a Notice of Intent to Negotiate and Award a price agreement to Gresham Transfer, Inc., on August 19, 2014. No protests were received.

Gresham Transfer, 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 June 19, 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 and payment made for this

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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.*

type of service for the bureau.

**Legal issues** - none known

**Controversial issues** – none known

**Citizen participation** – Mr. Alando Simpson 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 Environmental Services anticipates the costs for this price agreement to be approximately \$6,000,000.00 for five (5) years. Funding will be available from adopted budgets each year.

**9. RECOMMENDATION/ACTION REQUESTED:**

Authorize a price agreement with Gresham Transfer, Inc. for a 5-year contractual total not to exceed \$6,000,000.00.