

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

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

1. Name of Initiator Valentine Hellman		2. Telephone No. 503.823.6130	3. Bureau/Office/Dept. BIBS/Procurement Services Div.
4a. To be filed (hearing date): September 10, 2014	4b. Calendar (Check One) Regular Consent 4/5ths <input type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/>		5. Date Submitted to Commissioner's office and CBO Budget Analyst:
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 contract with Skyward Construction, Inc. for \$672,672.00 for Portland Parks and Recreation – Portland Tennis Center Air Supported Structure (Ordinance)

2) Purpose of the Proposed Legislation:

Authorize execution of a construction contract.

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 will not affect City revenue.

5) Expense: What are the costs to the City as a result of 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**.)

The estimated cost is \$672,672.00; funds are available in the Park System Development Charge Fund for year 2014-2015.

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 positions will be created, eliminated or re-classified as a result of this legislation.

- **Will positions be created or eliminated in future years as a result of this legislation?**

There are no staffing changes associated with this legislation.

(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?

There was an open house to inform the public about the project. There has also been information posted at the Tennis Center during the design development process. The four outdoor courts being covered will be out of service during construction as well as the four adjacent outdoor courts that will be used for staging.

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 construction contracting community, including contractors certified with the State of Oregon as minority, women, and emerging small businesses became involved when the project advertised for bids on July 23, 2014.

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

Potential bidders were able to review the Invitation for Bid #117031 (ITB), ask questions and provide comments. Additionally, a pre-bid meeting was held which also provided an opportunity for potential bidders to ask questions and provide comments regarding the ITB. Bids received resulted in the award of the construction contract.

d) Who designed and implemented the public involvement related to this Council item?

Procurement Services publically advertised a competitive ITB which was open to the construction contracting community, including 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):

Valentine Hellman, Senior Procurement Specialist, 503.823.6130,
 valentine.hellman@portlandoregon.gov

10) Is any future public involvement anticipated or necessary for this Council item? Please describe why or why not.

No further public involvement is necessary to execute the construction contract.

Mike Abbate, Director



APPROPRIATION UNIT HEAD (Typed name and signature)



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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Chief Procurement Officer
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Portland, Oregon 97204-1912
(503) 823-5047
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MEMORANDUM

DATE: September 24, 2014
TO: Mayor Charlie Hales
FROM: Christine Moody, Chief Procurement Officer *CM*
SUBJECT: *Authorize contract with Skyward Construction, Inc for \$672,672.00 for Portland Parks and Recreation – Portland Tennis Center Air Supported Structure (Ordinance)

1. **INTENDED THURSDAY FILING DATE:** September 10, 2014
2. **REQUESTED COUNCIL AGENDA DATE:** September 24, 2014
3. **CONTACT NAME & NUMBER:** Christine Moody, 503-823-1095
4. **PLACE ON:** CONSENT REGULAR
5. **BUDGET IMPACT STATEMENT ATTACHED:** Y N N/A
6. **ONE (1) ORIGINAL COPY OF THE CONTRACT APPROVED AS TO FORM BY CITY ATTORNEY ATTACHED:** Yes No N/A

7. **BACKGROUND/ANALYSIS:** The project will provide modifications for the installation of an air supported structure at the Portland Tennis Center, located at 324 NE 12th Avenue. The modifications include a new foundation, accessible ramp, utilities, lighting and landscaping.
8. **FINANCIAL IMPACT:** The project engineer's estimate was \$400,000. Per the bid submission, the total contract value is \$672,672.00. Funding is available in fiscal year 2014-2015 Park System Development Charge Fund under SAP cost object P10433.
9. **RECOMMENDATION/ACTION REQUESTED:** Authorize a contract with Skyward Construction, Inc. in the amount of \$672,672.00.
10. **SCOPE OF WORK ON PROJECT:** The project includes all labor, materials, tools, equipment, and supervision necessary to provide modifications for the installation of an air supported structure.

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