

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

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

1. Name of Initiator John Hunt	2. Telephone No. (503) 823-4302	3. Bureau/Office/Dept. OMF/BIBS/CityFleet
4a. To be filed (hearing date):	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 CBO Budget Analyst: 10/08/2014
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 the purchase of replacement Police Patrol Vehicles from Gresham Ford for a total not to exceed \$2,459,786.76.

2) Purpose of the Proposed Legislation:

The purpose of this Report is to authorize CityFleet to procure replacement vehicles in accordance with City Code 5.33. There are 80 patrol vehicles scheduled for life-cycle replacements by CityFleet for the Police Bureau. The estimated cost to replace the 80 vehicles is \$2,459,786.76.

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 | | | |

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.

Revenues will not be impacted by this decision.

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*.)

This action is estimated to cost the CityFleet replacement fund \$2,459,786.76 in FY 2014-15. The Police Bureau pays for future vehicle replacement in the interagency with CityFleet and the funds for this purchase do not affect the present year Police Bureau budget. CityFleet has budgeted in FY 2014-15 capital replacement budget for the procurement of these 80 vehicles. There is no

estimated increase in ongoing operations or maintenance for these replacement vehicles for the Police Bureau.

The cost to delay this purchase could be significant. Retaining vehicles beyond the economic life-cycle leads to costly repairs and lowers salvage values. This would affect the Police Bureau expenses for regular repairs and maintenance and could be outside the FY 2014-15 adopted budget amounts.

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 position 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?**
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.

The nature of this project is to purchase 80 scheduled replacement vehicles in accordance with the funding coming from CityFleet's authorized budget. Public outreach for this purchase is met with the adoption of CityFleet's Budget.

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

a) What impacts are anticipated in the community from this proposed Council item?

None, as the purchases are limited to internal business operations.

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 public notice was posted on the Oregon Procurement Information Network (ORPIN) by the Oregon State Procurement Office

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

Potential proposers were able to review the competitive solicitation, ask questions, provide comments, and submit a proposal to the competitive Request for Proposals (RFP).

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

The Oregon State Procurement Office posted the competitive procurement notification on their ORPIN system which includes numerous 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):

Denice Henshaw, Sr. Procurement Specialist, 503-823-2299,
denice.henshaw@portlandoregon.gov

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

Future public involvement is anticipated or necessary for this request.



Bryant Enge, Director Bureau Internal Business 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

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

DATE: September 16, 2014

TO: Mayor Charlie Hales

FROM: Christine Moody, Chief Procurement Officer *CM*

FOR MAYOR'S OFFICE USE ONLY

Reviewed by Bureau Liaison _____

RE: Authorize CityFleet for the purchase of replacement Police Patrol Vehicles from Gresham Ford for a total not to exceed \$2,459,786.76. (Procurement Report No. 117021)

1. **INTENDED WEDNESDAY FILING DATE:** October 8, 2014
2. **REQUESTED COUNCIL AGENDA DATE:** October 15, 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 Office of Management and Finance, Bureau of Internal Business Services, CityFleet is responsible for coordinating information, resources, and activities to efficiently provide modern and reliable vehicles to City bureaus. Vehicles are regularly serviced in a preventive-maintenance program, which has helped produce a high level of availability and reliability of the City's vehicles and equipment.

CityFleet is responsible for replacing all City vehicles based on an annual replacement plan. City Fleet has reviewed the 2014 replacement schedule and the condition of eighty (80) Police Bureau patrol vehicles and has determined that the vehicles requested are appropriate.

On July 2, 2014, City Council passed Ordinance 186707 authorizing the purchase of eighty (80) patrol vehicles by the Bureau of Internal Business Services, CityFleet on behalf of the Portland Police Bureau utilizing the State of Oregon cooperative procurement Contract #0434. The cost for the replacement vehicles is estimated to be \$2,459,786.76

The State of Oregon, Department of Administrative Services advertised a competitive Request for Proposal (RFP) on their Oregon Procurement Information Network (ORPIN) for Ford Fleet Vehicles. Through this RFP process price agreements were competitively awarded and the State of Oregon Department of Administrative Services entered into a Price Agreement #0434 with Gresham Ford. This agreement allows governmental agencies within the state to purchase from it. In accordance with City Code 5.33.160, the City may participate in a Permissive Cooperative Procurement for the acquisition of goods or services.

The purchases will be made by utilizing the State of Oregon joint cooperative procurement Contract #0434 with Gresham Ford.

8. FINANCIAL IMPACT:

Included in the FY 2014-15 Bureau of Internal Business Services, Office of Management and Finance, CityFleet equipment replacement budget has funding for eighty (80) patrol vehicles scheduled for life-cycle replacement. The

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purchase order for replacing these units is estimated to be \$2,459,786.76.

9. RECOMMENDATION/ACTION REQUESTED:

Authorize the execution of a purchase order with Gresham Ford to provide eighty (80) patrol vehicles for the estimated amount of \$2,459,786.76.