

IMPACT STATEMENT

Legislation title: *Amend On-Call contracts for architecture and engineering services in support of the Portland Bureau of Transportation as required for capital projects funded by the FY 2015-16 Adopted Budget. (Ordinance; amend Contract No. 31000654, 31000655, 31000656, 31000659, 31000662, 31000663, and 31000667)

Contact name: Patrick Boyd, Contract Management Coordinator

Contact phone: 503-823-7031

Presenter name: Maurice Henderson, Assistant Director

Purpose of proposed legislation and background information:

Transportation project needs generally include work with short deadlines, scopes that may need to be developed quickly and/or requiring expertise currently unavailable in-house for PBOT. These as-needed services are referred to as “on-call services.” Work performed under any resulting contract(s) must be authorized via a written task order signed by both the City and successful Proposer with negotiated scope & cost agreed to prior to execution.

One of the primary purposes for establishing on-call agreements is to save time and money for the City, due to the fact that multiple solicitations for many different service types do not need to be developed separately when project needs arise. In addition, procuring services in this on-call manner also saves consulting firms, which may submit proposals in more than one architectural and engineering Service Area, both proposal development time and money.

The On-Call Architectural & Engineering Services RFP (TRN 115) and the resulting service area contracts in this ordinance are for as-needed services for transportation projects. When Council approved Ordinance 186964 in January 2015, many of the projects that were to utilize these on-call contracts were not yet developed, nor were funding sources identified. Subsequent to passage of this ordinance, the Mayor identified projects that were included in the Mayor’s FY 2015-2016 Proposed Budget. Council approved these projects, primarily using one-time General Fund resources. Most of these projects were not previously in PBOT’s CIP, and they were not identified until late in the City’s FY 2015-2016 budget process. In addition, the completion expectation for these projects is during calendar year 2016. As a consequence, PBOT has a need to quickly deploy professional services, resources which the bureau does not sufficiently possess internally.

Concurrently with the projects in the FY 2015-2016 Approved Budget, PBOT has begun to utilize the on-call contracts for other projects. Simply stated, PBOT does not have sufficient contract capacity to complete the FY 2015-2016 Approved Budget projects as well as other needs. Due to insufficient contract authority and the timelines that a new RFP would require to complete these projects, PBOT is requesting amending the contracts approved in Ordinance 186964, to add an additional \$1,025,000 in contract authority.

If Council approves this amendment, PBOT estimates spending down most of the on-call contract capacity by the end of FY 2015-2016. This means that PBOT will begin a new RFP process in the fall of 2015 to procure these expert professional services for projects beyond the currently projected needs.

Council previously had questions regarding M/W/ESB utilization for PBOT on-call contracts, which PBOT addressed in a 2014 memorandum to Council. In terms of maximizing utilization of M/W/ESB subcontractors for the work required by the proposed amended contract authority, PBOT staff are working closely with prime contractors to ensure that they utilize minority-owned, women-owned, and emerging small businesses for this work. After initial discussions with the prime contractors, PBOT estimates that M/W/ESB utilization for the additional identified project work will be approximately 33%.

Financial and budgetary impacts:

Budget impacts: this ordinance only authorizes the contracts, it does not authorize immediate expenditures. The amended contract authority is \$1,025,000, which will utilize primarily one-time General Fund resources included in the FY 2015-16 Adopted Budget.

Negative impacts if not approved: If this ordinance is not approved, PBOT will not have the necessary on-call architectural and engineering contract authority and will be unable to complete the transportation projects listed in the FY 2015-2016 Adopted Budget. In addition, small businesses, including M/W/ESB subcontracting firms that were identified by prime contractors, would not be deployed for these PBOT transportation projects.

Community impacts and community involvement:

For the amended contract authority, the primary contact for outreach to prime contractors regarding M/W/ESB subcontractor utilization was Dan Layden, Capital Program Manager, 503-823-2804, Dan.Layden@portlandoregon.gov.

The subcontractors identified by prime contractors are as follows:

On-Call Service Cat. No.	On-Call Service Category Description	Prime Contractor	Sub Contractor	MB E	WBE	ESB	Name of FY 2015-16 Capital Project	Services Provided	Service Costs	Total Task Order Amt.
III	Geotechnical Services	Foundation Engineering, Inc.	D&H Flagging, Inc.		✓		NE Glisan St at 90th Ave	Flagging	1,200	19,000
			Western States Soil Conservation, Inc.			✓		Boring, Testing	6,000	
IV	Structural Engineering	KPFF Consulting Engineers	NBZ Consulting Engineers		✓	✓	Modify Maintenance Operations Building	Structural Design	20,000	20,000
V	Traffic Engineering	Kittelson & Associates, Inc.	Lancaster Engineering	✓	✓	✓	Highway Safety Improvement Projects	Signal Design	20,000	100,000
VI	Traffic Signal Design	Kittelson & Associates, Inc.	Lancaster Engineering	✓	✓	✓	West Burnside	Civil Design	38,000	150,000
VI	Traffic Signal Design	DKS Associates, Inc.	MWESB Firm TBD				Traffic Signal Reconstruction	Civil Design	17,000	85,000
VIII	Street Design	KPFF Consulting Engineers	Reyes Engineering, Inc.	✓		✓	122nd Avenue Safety Improvement	Signal Design	100,000	300,000
			Emerio Design, LLC	✓		✓	122nd Avenue Safety Improvement	Civil Design	50,000	
VIII	Street Design	Harper Houf Peterson Righellis Inc.	Convergent Pacific LLC	✓		✓	East Burnside	TBD	40,000	200,000
			Cooper Zietz Engineers, Inc.	✓			East Burnside	TBD		
			Nevue Ngan Associates	✓		✓	East Burnside	TBD		
			Haregu Nemarium Engineering, LLC	✓	✓	✓	East Burnside	TBD		

Budgetary Impact Worksheet**Does this action change appropriations?**☐ **YES:** Please complete the information below.☒ **NO:** Skip this section

Fund	Fund Center	Commitment Item	Functional Area	Funded Program	Grant	Sponsored Program	Amount

KK 7-29-15