

# ORDINANCE No. 187455

\*Authorize a grant agreement with Metropolitan Contractor Improvement Partnership to support subcontractors by providing technical assistance on the Beech and Gateway Parks projects' for a not-to-exceed grant amount of \$27,500 (Ordinance)

The City of Portland ordains:

## Section 1. The Council finds that:

1. The City of Portland Procurement Services collects funds through its compliance-related activities to provide grant opportunities to organizations that provide recruitment and training for women, minority and student pre-apprentices to enter the construction trades. During earlier discussions with the community, the City demonstrated its commitment to East Portland neighborhoods by agreeing to set aside direct funding to support outreach, workforce training and hiring efforts in East Portland neighborhoods that surround the Beech and Gateway Park project sites. Portland Parks and Recreation (PP&R)'s use of this funding will be in alignment with the CBP focus for the construction of the Beech and Gateway Parks to benefit the surrounding community.
2. City of Portland Procurement Services and Portland Parks and Recreation (PP&R) will utilize 0.25% of the hard construction costs for Beech and Gateway Parks (\$27,500) to fund this grant. The efforts will target disadvantaged, minority, women owned, and emerging small businesses (D/M/W/ESBs) from East Portland zip codes that surround the project sites (those identified in City of Portland Procurement Services and PP&R's June 2015 Request for Proposals [RFP] for outreach, training, recruitment efforts and technical assistance: 97266, 97233, 97220, 97216 and 97230).
3. MCIP is a non-profit organization founded in 2008 by the National Association of Minority Contractors - Oregon Chapter (NAMC) and other industry leaders. MCIP is a business support and training center whose mission is focused on educating D/M/W/ESBs to increase their profitability and net worth by improving their business management systems. The MCIP program values are equity, reduction of barriers, education, increased capacity and return on investment for their clients and partners. MCIP offers low or no cost services to D/M/W/ESB contractors, agencies, owners and general contractors.
4. MCIP will utilize dedicated grant funds for contractor technical assistance. MCIP's focus is to prepare D/M/W/ESB firms to understand the agency and project conditions and their relationship to business costs. A specific emphasis will be placed on the Community Benefits Plan (CBP) requirements and the D/M/W/ESB subcontracting goals. MCIP will use effective and efficient technical assistance strategies to educate D/M/W/ESB firms, build business capacity and maximize D/M/W/ESB participation in these activities. MCIP's general approach includes:
  - a. Workshops that focus on the agency requirements that impact costs; bonding, workforce training and hiring, general conditions, schedule, prevailing wage, estimating, and bookkeeping/administration;

- b. Training for D/M/W/ESB firms to develop complete bids, secure work and control their profits;
  - c. Opportunities to meet with general contractors' project managers and ask specific questions about the project scope and schedule;
  - d. Drop-in hours during the bid period to coach businesses on estimating each project; and
  - e. Opportunities for four small businesses to provide assistance with bid preparation (two per project); provide 30 hours of business coaching for each business.
- 5. The not-to-exceed grant amount of \$27,500 will support the following activities specific to Beech and Gateway Parks:
  - a. Outreach to prospective D/M/W/ESB construction firms to make them aware of these and other City projects. MCIP will utilize its database in Salesforce™, mass emails and its relationships to identify and actively encourage businesses to participate;
  - b. Classes that educate prospective D/M/W/ESBs on building partnerships, preparing successful bids and winning work, and becoming D/M/W/ESB certified;
  - c. Workshops to discuss efficient construction administration, and bidding work with the City of Portland; to assist firms on ways to properly prepare and manage reports, invoices and financial statements for workforce training, invoicing, Oregon Bureau of Labor and Industries (BOLI) reports; and to assist D/M/W/ESBs to be ready to participate on City contracting opportunities;
  - d. Project-specific, technical workshop on Beech Park and Gateway Park to explain the bid, administrative documentation and work requirements; and
  - e. One-on-one bid oversight support to subcontractors so they fully understand the project and bid requirements, and assistance with preparing a complete and proper bid package during the bidding period.
- 6. MCIP will target firms from East Portland zip codes identified in Section 1.2 of this Ordinance to assist the general contractor in meeting the aspirational 25% participation goal.
- 7. MCIP will target D/M/W/ESB firms that can assist the general contractors to meet the 22% aggregate goal identified in the CBP for these groups.
- 8. MCIP will target disadvantaged, minority and woman-owned business enterprises (D/M/WBEs) that can assist the general contractors to meet the 12% aggregate goal identified in the CBP Article 7, for these groups.

This effort will benefit the City by expanding its pool of known D/M/W/ESB firms capable of bidding, contracting and completing projects. The use of this funding will be in alignment with the CBP focus for the construction of the Beech and Gateway Parks to benefit the surrounding community.

NOW, THEREFORE, the Council directs:

- a. The Chief Procurement Officer is authorized to execute a Grant Agreement with MCIP subject to approval as to form by the City Attorney's office at a cost not-to-exceed \$27,500.

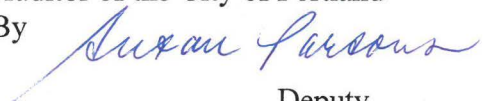
Section 2. The Council declares that an emergency exists because delay in proceeding with this effort will result in a delay in the implementation of the Technical Support and Assistance as it pertains to the Beech and Gateway Park projects; this ordinance shall be in full force and effect from and after its passage by the Council.

Passed by the Council: NOV 18 2015

Commissioner Amanda Fritz  
Prepared by: J. Villavicencio, PE  
Date Prepared: October 14, 2015

**Mary Hull Caballero**  
Auditor of the City of Portland

By

  
Deputy

140

1202 -  
Agenda No. 187455  
**ORDINANCE NO.**  
Title

\*Authorize a grant agreement with Metropolitan Contractor Improvement Partnership (MCIP) to support sub-contractors by providing technical assistance on the Beech and Gateway Parks projects for a not-to-exceed grant amount of \$27,500 (Ordinance)

<p><b>INTRODUCED BY</b> Commissioner/Auditor: <b>Fritz</b></p>	<p>CLERK USE: DATE FILED <u>NOV 10 2015</u></p>
<p><b>COMMISSIONER APPROVAL</b></p> <p>Mayor—Finance and Administration - Haies</p> <p>Position 1/Utilities - Fritz <i>[Signature]</i></p> <p>Position 2/Works - Fish</p> <p>Position 3/Affairs - Saltzman</p> <p>Position 4/Safety - Novick</p>	<p style="text-align: center;">Mary Hull Caballero Auditor of the City of Portland</p> <p>By: <i>[Signature]</i> Deputy</p>
<p><b>BUREAU APPROVAL</b></p> <p>Bureau: Parks &amp; Recreation Bureau Head: Mike Abbate <i>[Signature]</i></p> <p>Prepared by: Jorge Villavicencio Date Prepared: 10/2/15</p> <p>Impact Statement Completed <b>XX</b> Amends Budget <input type="checkbox"/></p> <p>Portland Policy Document If "Yes" requires City Policy paragraph stated in document. Yes <input type="checkbox"/> No <b>X</b></p> <p><b>City Auditor Office Approval:</b> required for Code Ordinances</p> <p><b>City Attorney Approval:</b> required for contract, code, easement, franchise, comp plan, charter <i>CF</i></p> <p>Council Meeting Date 11/18/2015</p>	<p><b>ACTION TAKEN:</b></p> <p>NOV 18 2015 <i>RESCHEDULED TO</i> NOV 18 2015 <b>2 P.M</b></p>

<p><b>AGENDA</b> <i>1 of 3</i></p>
<p><b>TIME CERTAIN</b> <input type="checkbox"/></p> <p><b>Start time:</b></p> <p><b>Total amount of time needed:</b> (for presentation, testimony and discussion)</p>
<p><b>CONSENT</b> <input type="checkbox"/></p>
<p><b>REGULAR</b> <b>X</b></p> <p><b>Total amount of time needed:</b> <u>10 mint for 3 Ords</u> (for presentation, testimony and discussion)</p>

FOUR-FIFTHS AGENDA	COMMISSIONERS VOTED AS FOLLOWS:		
		YEAS	NAYS
1. Fritz	1. Fritz	<input checked="" type="checkbox"/>	
2. Fish	2. Fish	<input checked="" type="checkbox"/>	
3. Saltzman	3. Saltzman	<input checked="" type="checkbox"/>	
4. Novick	4. Novick	<input checked="" type="checkbox"/>	
Haies	Haies	<input checked="" type="checkbox"/>	