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# 191927

Emergency Ordinance

## **\*Amend Intergovernmental Agreement with Metro for the Portland DOT Commute Program Strategy Development Project and appropriate \$331,000 in FY 2024-25 (amend Contract 30008626)**

Passed

The City of Portland ordains:

Section 1. The Council finds:

1. On October 11, 2023, by Ordinance No. 191473, City council authorized execution of an Intergovernmental Agreement (IGA) with Metro to award the Portland Bureau of Transportation \$187,500 to fund the Portland Bureau of Transportation’s Portland DOT Commute Program Strategy Development Project.
2. On December 13, 2023, Metro, the grant administrator, formally notified project managers that to continue work on this project with additional scope, a one-year grant extension is the best course of action. The additional year allows for continued work on the program strategy and to setup and begin operations on an employer commute program.
3. This first amendment is made to extend the term of contract No. 30008626 through June 30, 2025, adds additional scope, and includes additional funds. Metro will provide an additional federal FTA grant funding for FY 2024-25 of \$187,000 for the Regional Travel Options Emerging Partner Grant. The Portland Bureau of Transportation will contribute an additional non-federal local match of \$21,460.
4. The project number for this is TR03650001. The grant number is TR000365.

NOW, THEREFORE, the Council directs:

- A. That the Deputy City Administrator is hereby authorized to execute Amendment No. 1 to the Intergovernmental Agreement with Metro for programming and financial updates, in a form similar to Exhibit A.
- B. The Deputy City Administrator is authorized to execute amendments, approved as to form by the City Attorney, to the scope of the services or the terms and conditions of this Agreement, provided the changes do

Introduced by

[Mayor Ted Wheeler](#)

City department

[Transportation](#)

Contact

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Requested Agenda Type

Consent

Date and Time Information

Requested Council Date  
October 23, 2024

not increase the City's financial risk by twenty-five percent (25%) or greater.

C. The FY 2024-25 budget is hereby amended as follows:

GRANTS FUND

Fund - 217

Business Area – TR00

Bureau Program Expenses – \$331,000

D. The Grants Management Division is authorized to perform all administrative matters in relation to the grant application, grant agreement or amendments, requests for reimbursement from the grantor, and to submit required online grant documents on the Mayor's behalf.

Section 2. The Council declares that an emergency exists because a delay would unnecessarily delay the City's ability to perform the activities authorized by the grant; therefore, this Ordinance shall be in full force and effect from and after its passage by the Council.

## Exhibits and Attachments

 [Exhibit A](#) 991.29 KB

An ordinance when passed by the Council shall be signed by the Auditor. It shall be carefully filed and preserved in the custody of the Auditor (City Charter Chapter 2 Article 1 Section 2-122)

Passed by Council  
October 23, 2024

Auditor of the City of Portland  
Simone Rede

## Impact Statement

### Purpose of Proposed Legislation and Background Information

- This ordinance will update the Regional Travel Options Emerging Partner Grant (Contract No. 30008626) agreement between Metro and the Portland Bureau of Transportation and includes an additional \$187,500 for the Regional Travel Options Emerging Partner Grant.
- The grant will be extended for an additional year so that project can commence operations with a Portland DOT Employer Commute Strategy. The additional year allows for expanded scope including direct engagement with Portland employers on commute options and organizing a bike focused commute

### Financial and Budgetary Impacts

- The total cost of the Portland DOT Employer Commute Strategy Project is \$417,920 for planning and programming during FY 2024-25.
- An additional year of programming for the Portland DOT Employer Commute Strategy for FY 2025 includes a total program budget of \$208,960. Metro will provide \$187,500 for the program and PBOT will provide a local non-federal match of \$21,460.
- The internal order number is TR03650001. The grant number is TR000365.
- A match is required. The additional year of the project requires an additional \$21,460 in local non-federal match. This brings the total local match up to \$42,920 for the two-year period. This local match is provided by GTR funds, and is budgeted in the Requested FY 2025 budget.
- No additional funds are requested as part of this ordinance.
- The FY 2024-25 budget is hereby amended as follows:

#### GRANTS FUND

Fund - 217

Business Area – TR00

Bureau Program Expenses – \$331,000

### Economic and Real Estate Development Impacts

N/A

### Community Impacts and Community Involvement

- Portland Employers and commuters will be served through the extension of this grant. Employers will be engaged on strategic commute options programming. Commuters will be engaged with tabling pop-ups and campaigns for climate friendly commute options.
- There are no subrecipients of this grant.

### 100% Renewable Goal

N/A

### Budgetary Impact Worksheet

Fund	Fund Center	Commitment Item	Functional Area	Funded Program	Grant	Sponsored Program	Amount
217001	TRTS000006	441100	TPOOPTD000000GT		TR000365	TR03650001	331,000
217001	TRTS000006	549000	TPOOPTD000000GT		TR000365	TR03650001	15,725
217001	TRTS000006	511300	TPOOPTD000000GT		TR000365	TR03650001	167,432
217001	TRTS000006	529000	TPOOPTD000000GT		TR000365	TR03650001	147,843

## Financial and Budget Analysis

This action amends the intergovernmental agreement and extends the Metro's grant to PBOT for the Portland DOT Commute Program Strategy Development Project. This action includes an additional \$187,500 for the Regional Travel Options Emerging Partners Grant and would likewise require an additional local match \$21,460, which PBOT intends to fund via GTR, to be included in the bureau's FY 2025-26 Requested Budget. This action appropriates \$331,000 of the \$417,920 total in associated grant funds in the current year.

## Document History

Item 902 Consent Agenda in [October 23, 2024 Council Agenda](https://www.portland.gov/council/agenda/2024/10/23)  
(<https://www.portland.gov/council/agenda/2024/10/23>)

City Council

Passed

Aye (4): Mingus Mapps, Dan Ryan, Rene Gonzalez, Ted Wheeler

Absent (1): Carmen Rubio