

Portland, Oregon

# FINANCIAL IMPACT and PUBLIC INVOLVEMENT STATEMENT For Council Action Items

(Deliver original to Financial Planning Division. Retain copy.)

1. Name of Initiator Rich Attridge, Project Manager		2. Telephone No. 3-5566	3. Bureau/Office/Dept. OMF-BIBS-Facilities
4a. To be filed (date):  September 20, 2012	4b. Calendar (Check One)  Regular <input type="checkbox"/> Consent <input checked="" type="checkbox"/> 4/5ths <input type="checkbox"/>		5. Date Submitted to Commissioner's office and FPD 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 Scott Edwards Architecture, LLC in the amount of \$499,748 to provide architectural and engineering services to remodel buildings for a Police Training Center Complex. (Ordinance)

**2) Purpose of the Proposed Legislation:**

This legislation will authorize a contract with Scott Edwards Architecture, LLC in the amount of \$499,748 to provide architectural and engineering services to remodel buildings for a Police Training Center Complex.

**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                      |   |                                    |                                |
| <input type="checkbox"/> Internal City Government Services |   |                                    |                                |

### 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.

No

**5) Expense:** What are the costs to the City related to 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 years. 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 contract is for \$499,748. This is included in the project budget for the Police Training Center Complex in FY 2012-13. The Council approved adding the cost of debt service for \$15 million in debt to the General Fund forecast for a Police Training Center. Once a site was found in FY 2011-12, a debt sale occurred and the proceeds were received and put into the Facilities Services Fund for a property and building purchase and improvements. This contract is for the design and engineering of the improvements.

**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

- 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.

Public involvement was not part of the development of this ordinance. The facility is for Police Bureau and other law enforcement agencies use only and is in an industrial area.

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

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

**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?**

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

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

**e) Primary contact for more information on this public involvement process (name, title, phone, email):**

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

No additional public involvement is anticipated or required.

  
BRYANT ENGE, DIRECTOR, BUREAU OF INTERNAL BUSINESS SERVICES

BUREAU DIRECTOR (Typed name and signature)



**CITY OF PORTLAND**  
OFFICE OF MANAGEMENT AND FINANCE

Sam Adams, Mayor  
Jack D. Graham, Chief Administrative Officer  
Bryant Enge, Director, Bureau of Internal Business Services

Robert F. Kieta, Manager  
Facilities Services  
1120 S.W. Fifth Avenue, Rm. 1204  
Portland, Oregon 97204-1912  
(503) 823-5288  
FAX (503) 823-6924  
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185649

DATE: September 13, 2012

TO: Mayor Sam Adams

VIA: Bryant Enge, Director of Internal Business Services  
Bob Kieta, Facilities Services Manager

FROM: Rich Attridge, Project Manager

RE: \* Authorize contract with Scott Edwards Architecture, LLC in the amount of \$499,748 to provide architectural and engineering services to remodel buildings for a Police Training Center Complex. (Ordinance)

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ONLY

Reviewed by Bureau Liaison

1. INTENDED THURSDAY FILING DATE: September 20, 2012
2. REQUESTED COUNCIL AGENDA DATE: September 26, 2012
3. CONTACT NAME & NUMBER: Rich Attridge, 3-5566
4. PLACE ON: ☒ CONSENT ☐ REGULAR
5. BUDGET IMPACT STATEMENT ATTACHED: ☒ Y ☐ N ☐ N/A
6. (2) ORIGINAL COPIES OF CONTRACTS APPROVED AS TO FORM BY CITY ATTORNEY  
ATTACHED: ☒ Yes ☐ No ☐ N/A

**7. BACKGROUND/ANALYSIS**

Attached is an ordinance to authorize a contract with Scott Edwards Architecture, LLC in the amount of \$499,748 for the subject project. QBS/RFP No. FAC022 for a consultant to provide architectural and engineering services to remodel buildings for a Police Training Center Complex was issued May 21, 2012. Seven proposals were received on June 20, 2012. A selection committee reviewed the proposals and selected Scott Edwards Architecture, LLC to recommend for contract award. The contract amount is \$499,748 with an expiration date of December 31, 2014. Scott Edwards Architecture, LLC is locally owned and operated. State-certified MWESB subconsultant utilization on this project is 36.5%.

**8. FINANCIAL IMPACT**

The cost of the contract is \$499,748. The cost is covered in the budget.

**9. RECOMMENDATION/ACTION REQUESTED**

It is recommended Council Authorize contract with Scott Edwards Architecture, LLC in the amount of \$499,748 to provide architectural and engineering services to remodel buildings for a Police Training Center Complex.

*An Equal Opportunity Employer*

*To help ensure equal access to programs, services and activities, the Office of Management & Finance will reasonably modify policies/procedures and provide auxiliary aids/services to persons with disabilities upon request.*