

Portland, Oregon

FINANCIAL IMPACT and PUBLIC INVOLVEMENT STATEMENT For Council Action Items

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

1. Name of Initiator Pete Chism	2. Telephone No. 823-7652	3. Bureau/Office/Dept. Planning and Sustainability
4a. To be filed (date): January 3, 2013	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: December 18, 2012
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 a price agreement with Trashco Services, Inc. to provide Recycling, Composting, and Garbage Hauling Services. (Procurement Report RFP No. 114864)

2) Purpose of the Proposed Legislation: The purpose of this legislation is to authorize a price agreement with Trashco Services, Inc., for a 5-year contractual total not to exceed \$3,000,000. The price agreement will provide for recycling, composting, and garbage hauling services for the Bureau of Planning and Sustainability on a regular basis for City bureaus at various locations throughout the City.

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)?

- City-wide/Regional Northeast Northwest North
 Central Northeast Southeast Southwest East
 Central City
 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 change in revenue generation is anticipated.

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*.)

Services will be provided on a regular basis and billed as utilized per the price agreement. The services to be provided under the price agreement are funded in the approved FY 12/13

budgets of each bureau, and funding for subsequent years will be included in the requested budgets of each bureau.

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.)*

There is no funding appropriation for Bureau of Planning and Sustainability related to this ordinance.

The fiscal year 2011-12 cost to the six property-owning bureaus within the City of Portland was \$577,496. The estimated cost for the contract is \$572,327, which is a 1% decrease in cost. Caveat: the cost is based on services provided (the amount of waste generated, affects the need for service).

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.

9) If “YES,” please answer the following questions:

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

None, as the services 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. They became involved when the project advertised for bids on October 2, 2012

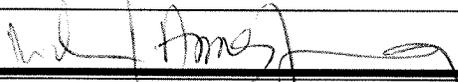
c) How did public involvement shape the outcome of this Council item? Proposals received were reviewed and evaluated. With involvement from the public through the Minority Evaluator Program, the recommendation of the firm to provide these services will result in the awarding of a goods and services contract.

d) Who designed and implemented the public involvement related to this Council item? Procurement Services advertised a competitive request for proposal and held a pre-proposal meeting that was open to the contracting community, including 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): Jim Van Nest, Strategic Sourcing Coordinator, 503-823-5680, James.VanNest@portlandoregon.gov

10) Is any future public involvement anticipated or necessary for this Council item? Please describe why or why not. No further public involvement is necessary to execute the goods and services contract.

No future public involvement is anticipated, the item provides for internal business operations.

	12/27/12
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Michael Armstrong, BPS Senior Sustainability Manager



CITY OF PORTLAND

OFFICE OF MANAGEMENT AND FINANCE

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

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**FOR MAYOR'S OFFICE USE
ONLY**

Reviewed by Bureau Liaison _____

DATE: December 27, 2012
TO: Mayor Charlie Hales
FROM: Christine Moody, Chief Procurement Officer *CM*

RE: *Authorize a price agreement with Trashco Services, Inc. to provide Recycling, Composting, and Garbage Hauling Services for a not-to-exceed yearly value of \$600,000.00 and a 5-year contractual total not to exceed \$3,000,000. (Procurement Report RFP No. 114864)

1. **INTENDED THURSDAY FILING DATE:** January 3, 2013
2. **REQUESTED COUNCIL AGENDA DATE:** January 9, 2013
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 Bureau of Planning and Sustainability has a need for recycling, composting, and garbage hauling services on a regular basis for City bureaus at various locations throughout the City. With the passage of Ordinance 185643, the Bureau of Planning and Sustainability received Council authorization to use a competitive request for proposals (RFP)

The Chief Procurement Officer advertised RFP No. 114864, issued on October 2, 2012, for Recycling, Composting, and Garbage Hauling Services and three (3) proposals were received. The proposals were reviewed, evaluated, and scored by the evaluation committee, which included minority evaluator participation, in accordance with Portland City Code 5.33. The proposal from Trashco Services, Inc. was deemed responsive to the requirements of the solicitation, and received the highest evaluation score. The City issued a Notice of Intent to Negotiate and Award a price agreement to Trashco Services, Inc., on November 20, 2012 and no protests were received.

Trashco Services, Inc., has a current City of Portland business license, is in full compliance with the Equal Benefits Program, and their EEO Certification is current through December 2, 2013. Trashco Services, Inc., is a local firm located in Portland, Oregon, and is not a State Certified MWESB contractor. The Bureau's level of confidence in the cost estimates for this project is High as there is very good historical information showing purchases made for these types of services

Awarding a price agreement to Trashco Services, Inc., will allow the Bureau of Planning and Sustainability to continue its efficient and cost effective process of analyzing and consolidating recycling, composting, and garbage hauling services

Legal issues - none known

Controversial issues - none known

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.

Citizen participation– Ms. Judy Boyer, participated as an evaluator under the Minority Evaluation Program.

Link to current city policies– Climate Action Plan and Portland Recycles Plan.

Other governmental participation– none

8. FINANCIAL IMPACT:

The Bureau of Planning and Sustainability anticipates the yearly cost for the price agreement to be approximately \$600,000.00 and funding will be available from the individual bureaus' adopted budgets each year.

9. RECOMMENDATION/ACTION REQUESTED:

Authorize a price agreement with Trashco Services, Inc. to provide Recycling, Composting, and Garbage Hauling Services for a 5-year contractual total not to exceed \$3,000,000.00.