



# CITY OF PORTLAND

## OFFICE OF MANAGEMENT AND FINANCE

Charlie Hales, Mayor

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Bryant Enge, Director, Bureau of Internal Business Services

Christine Moody

Chief Procurement Officer

Procurement Services

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### REGULAR CALENDAR

June 19, 2013

#### TO THE COUNCIL:

The Portland Bureau of Transportation (PBOT) has an on-going need for construction inspection and engineering support services on an annual basis in support of the Bureau's projects within the Capital Improvement Program. PBOT has determined that more than one price agreement is necessary to ensure adequate and efficient availability and delivery of construction inspection and engineering support services in a cost effective manner. The use of these contractors will be on an as-needed basis based on experience and availability of personnel to assure the best value to the bureau. The City Council passed Ordinance 185935 authorizing the use of a competitive request for proposals (RFP) for construction inspection and project support personnel price agreements to be used by the Portland Bureau of Transportation.

On February 21, 2013, the Chief Procurement Officer advertised RFP No. 114975 for Construction Inspection and Engineering Support Services. On April 16, 2013, six (6) proposals were received. The proposals were reviewed, evaluated, and scored by the evaluation committee in accordance with Portland City Code 5.33. The proposals from DRW, LLC and CMTS, LLC were deemed responsive to the requirements of the solicitation and received the highest evaluation scores. The City issued a Notice of Intent to Negotiate and Award price agreements to DRW, LLC and CMTS, LLC on May 15, 2013. No protests were received.

DRW, LLC, is a local firm and has a current City of Portland business license tax account, is in compliance with the Equal Benefits Program, and their EEO Certification is current through July 9, 2014. DRW, LLC, is an Oregon State Certified Emerging Small Business contractor. CMTS, LLC, has a current City of Portland business license tax account, is in compliance with the Equal Benefits Program, and their EEO Certification is current through March 4, 2015. 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 for the bureau.

Awarding price agreements to DRW, LLC and CMTS, LLC, will allow the Portland Bureau of Transportation to continue its efficient and cost effective process of completing the projects included in the Bureau's Capital Improvement Program.

Recommended by:

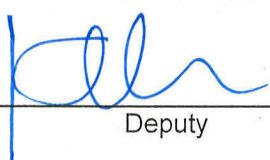
Christine Moody  
Chief Procurement Officer

*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.*

Agenda No.  
**REPORT NO.**  
 Title

Authorize price agreements with DRW, LLC, and CMTS, LLC, to provide Construction Inspection and Engineering Support Services for a 5-year contract total not to exceed \$3,500,000.00 each. (Procurement Report RFP No. 114975)

INTRODUCED BY Commissioner/Auditor: <b>Mayor Charlie Hales</b>	CLERK USE: DATE FILED <u>JUN 14 2013</u>
<b>COMMISSIONER APPROVAL</b> Mayor—Finance and Administration - Hales Position 1/Utilities - Fritz Position 2/Works - Fish Position 3/Affairs - Saltzman Position 4/Safety - Novick	LaVonne Griffin-Valade Auditor of the City of Portland  By: <u></u> Deputy
<b>BUREAU APPROVAL</b> Bureau: OMF/Bureau of Internal Business Services OMF CAO: Jack D. Graham Bureau Head: Bryant M. Enger	ACTION TAKEN:  <b>JUN 19 2013</b> <b>ACCEPTED PREPARE CONTRACT</b>
Prepared by: Jim Van Nest Date Prepared: May 21, 2013	
Financial Impact & Public Involvement Statement Completed <input checked="" type="checkbox"/> Amends Budget <input type="checkbox"/>	
<b>City Auditor Office Approval:</b> required for Code Ordinances	
<b>City Attorney Approval:</b> required for contract, code, easement, franchise, charter, Comp Plan	
Council Meeting Date <b>June 19, 2013</b>	

<b>AGENDA</b>
<b>TIME CERTAIN</b> <input type="checkbox"/> Start time: _____ Total amount of time needed: _____ (for presentation, testimony and discussion)
<b>CONSENT</b> <input type="checkbox"/>
<b>REGULAR</b> <input checked="" type="checkbox"/> Total amount of time needed: _____ (for presentation, testimony and discussion)

FOUR-FIFTHS AGENDA	COMMISSIONERS VOTED AS FOLLOWS:		
		YEAS	NAYS
1. Fritz	1. Fritz	✓	
2. Fish	2. Fish	✓	
3. Saltzman	3. Saltzman	✓	
4. Novick	4. Novick	✓	
Hales	Hales	✓	