

Portland, Oregon

# FINANCIAL IMPACT and PUBLIC INVOLVEMENT STATEMENT For Council Action Items

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

1. Name of Initiator Shoshanah Oppenheim, Program Manager		2. Telephone No. 503-823-2559	3. Bureau/Office/Dept. OMF-Internal Business Services-Facilities Services
4a. To be filed (date):  May 2, 2013	4b. Calendar (Check One)  Regular <input checked="" type="checkbox"/> Consent <input 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:**

Amend contract with Moore Iacofano Goltsman, Inc., P.C. to increase contract amount by an additional \$409,704 to provide additional consultant services for redevelopment of the ADA Title II Transition Plan for the City of Portland. (Ordinance; amend Contract No. 30002636)

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

Amend contract with Moore Iacofano Goltsman, Inc., P.C. to increase contract amount by an additional \$409,704 to provide additional consultant services for redevelopment of the ADA Title II Transition Plan for the City of Portland.

**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 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 checked="" 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 total cost for the consultant services are included in the FY 2012-13 Budget. The ADA Transition Plan project was added through decision packages in the FY 2011-12 and FY 2012-13 Adopted Budgets. The funding for this project has been collected through charges to bureaus based on their building square footage.

**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.

Not applicable. This project is included in the FY 2012-13 budget.

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

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

The Disability Community identified the need for the Citywide transition plan. The identification of the barriers is the first step in removing barriers that prevent or limit physical access to City programs and services. This council action will lead to greater access by persons with disabilities.

**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 disability community was involved identification of the need, advocating for the funding allocation and pursuing the RFP.

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

The disability community was engaged in advocating for the original contract and as stakeholders identifying the prioritization of the facilities. This amendment will result in the completion of the project.

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

The previous ADA Title II Coordinator Danielle Brooks

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

Shoshanah Oppenheim, 503-823-2552

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

The Contract Manager will report to the Commission on Disability regularly about the status of the project. Several members of the disabled community serve as stakeholders that are engaged

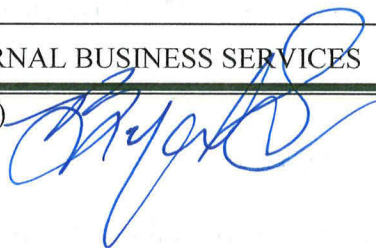
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throughout the process. When the project is complete the community will be engaged in prioritizing the various project lists.

BRYANT ENGE, DIRECTOR, BUREAU OF INTERNAL BUSINESS SERVICES

BUREAU DIRECTOR (Typed name and signature)





**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**

**Robert F. Kieta, Manager**  
**Facilities Services**  
1120 S.W. Fifth Avenue, Rm. 1204  
Portland, Oregon 97204-1912  
(503) 823-5288  
FAX (503) 823-6924  
TTY (503) 823-6868

**DATE:** April 12, 2013

**TO:** Mayor Charlie Hales

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

**FROM:** Shoshanah Oppenheim, Program Manager

**RE:** Amend contract with Moore Iacofano Goltsman, Inc., P.C. to increase contract amount by an additional \$409,704 to provide additional consultant services for redevelopment of the ADA Title II Transition Plan for the City of Portland. (Ordinance; amend Contract No. 30002636)

**FOR MAYOR'S OFFICE USE  
ONLY**

Reviewed by Bureau Liaison

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1. **INTENDED THURSDAY FILING DATE:** May 2, 2013
2. **REQUESTED COUNCIL AGENDA DATE:** May 15, 2013
3. **CONTACT NAME & NUMBER:** Shoshanah Oppenheim, 3-6868
4. **PLACE ON:**    CONSENT   X   REGULAR
5. **BUDGET IMPACT STATEMENT ATTACHED:**   X   Y    N    N/A
6. **(2) ORIGINAL COPIES OF CONTRACTS APPROVED AS TO FORM BY CITY ATTORNEY**  
**ATTACHED:**   X   Yes    No    N/A

**7. BACKGROUND/ANALYSIS**

Attached is an ordinance to increase Moore Iacofano Goltsman, Inc.'s (MIG) Contract No. 30002636 by \$409,704 and extend termination date to December 31, 2014 to allow for additional consultant services for the subject project. Additional services include: Inspect Tier 2 and 3 facilities. Work includes: prepare facility diagrams; conduct facility surveys; prepare draft facility reports; transition plan report development; prioritize with stakeholders; conduct prioritization workshops; produce final facility reports; and project management. New total contract amount will be \$628,818.

Upon completion of the additional services, the Redevelopment of the ADA Title II Transition Plan will be completed and each bureau will have a detailed list of deficiencies and barriers to access for persons with disabilities. Each bureau will then be prepared to address the identified areas in subsequent budgeting cycles.

There is no MWESB participation for this portion of the work.

In the Council adopted FY 2009/10 budget, the Office of Management and Finance was authorized to complete a study of all deficiencies and barriers to access for persons with disabilities in city owned or managed facilities. This study is the Redevelopment of the ADA Title II Transition Plan for the City of Portland.

RFP No. FAC020 for a consultant to provide services for the Redevelopment of the ADA Title II Transition Plan for the City of Portland was issued December 2011. Five proposals were received on January 27, 2012. A selection committee reviewed the proposals and selected Moore Iacofano Goltsman, Inc. to recommend for contract award. Because of limited funding at the time, work included inspection of Tier 1 Facilities only.

Scope of work for the transition plan was divided into three phases and a contract was awarded to MIG to perform phase one: the inspection of the Tier 1, or highest priority, facilities.

The Agreement amount was \$219,114 with an expiration date of December 31, 2013.

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**8. FINANCIAL IMPACT**

The cost of the amendment is \$409,704.

**9. RECOMMENDATION/ACTION REQUESTED**

Amend contract with Moore Iacofano Goltsman, Inc., P.C. to increase contract amount by an additional \$409,704 to provide additional consultant services for redevelopment of the ADA Title II Transition Plan for the City of Portland. (Ordinance; amend Contract No. 30002636)

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# Office of Equity and Human Rights

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AUDITOR 05/08/13 PM 5:12

Realizing Equity. Enhancing the City of Portland.

**Portland Commission  
On Disability**

April 25, 2013

Re: ADA Transition Plan funding request

**Executive Committee**

Greetings Mayor and Commissioners,

Joe VanderVeer  
Chair

The Commission on Disability wishes to let you know that we support the OMF request to amend the contract with MIG for the ADA transition plan update work. Shoshanah Oppenheim briefed our commission on this request at our April meeting. We feel strongly that this comprehensive ADA assessment of our municipal facilities is critical and thus we support amending the contract to include the final 2 phases of the project.

Nicholas Johnson  
Vice Chair

Jan Campbell  
Chair Emeritus

Nyla McCarthy  
Chair Emeritus

Members of our commission were involved in the selection of MIG and we're satisfied with their performance through the first phase. We've been involved throughout the process thus far and we will continue to monitor and contribute to the project as needed going forward.

Travis Wall

Lavaun Heaster

Please amend the contract as requested.

Jewls Harris

Thank you,

Alan DeLaTorre

Joe VanderVeer  
Chair, Portland Commission on Disability

Dante J. James, Director

Charlie Hales, Mayor

421 SW 6th Avenue, Suite 500 Portland, OR 97204

[www.portlandonline.com/equityandhumanrights](http://www.portlandonline.com/equityandhumanrights)

Submitted 5/15/13

**Prioritization Criteria:**

- ***Level of use by the public:*** Facilities that have a high level of public use can be assigned a higher priority;
- ***Program uniqueness:*** Some programs are unique to a building, facility, or park and cannot occur at another location. Seasonal availability and programs that emphasize health and wellness can be assigned a higher priority;
- ***Geographic distribution:*** Selecting a range of facilities that are distributed throughout the City, and considering the proximity of these facilities to public transportation help provide maximum accessibility for all residents;
- ***Critical nature of the service provided:*** Facilities that provide services related to accessibility, health, safety, and the administration of essential City services such as permitting and licensing can be assigned a higher priority;
- ***Identified complaints:*** Facilities that have a history of citizen complaints related to accessibility can be assigned a higher priority;
- ***City-Owned facilities:*** Facilities that are owned by the City can be assigned a higher priority over leased facilities, where another entity may be responsible to provide physical access improvements;
- ***Social need:*** Facilities that are identified by the Portland community of people with disabilities as high priority for accessibility improvement can be assigned a higher priority;
- ***New construction:*** Facilities that were renovated within the last 2 years or will be renovated within the year of this project can receive a low priority. However, this study is intended for planning purposes, if a space will be renovated or altered, it would be worthwhile to have the barriers identified prior to the alteration (for example - PDX bldg had consultants perform an accessibility study - cost saving to have that information a head of time).

## CITY OF PORTLAND

## REDEVELOPMENT OF THE ADA TITLE II TRANSITION PLAN

MIG  
MAY 2013