

Portland, Oregon  
**FINANCIAL IMPACT and PUBLIC INVOLVEMENT STATEMENT**  
**For Council Action Items**

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

1. Name of Initiator Kelly Davis, CPPB		2. Telephone No. 503-823-7574	3. Bureau/Office/Dept. Procurement Services
4a. To be filed (date):  July 31, 2013	4b. Calendar (Check One)  <div style="display: flex; justify-content: space-around;"> <span>Regular <input type="checkbox"/></span> <span>Consent <input checked="" type="checkbox"/></span> <span>4/5ths <input type="checkbox"/></span> </div>		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:**

Accept bid of J W Underground, Inc. for the Headworks Flow Meter Project for \$1,770,250.  
 (Procurement Report-Bid No. 115655)

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

Authorize the Commissioner of Public Affairs to execute the construction contract.

**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 checked="" 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 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.**

This action will neither generate nor reduce current or future revenue.

**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**.)**

Construction contract cost based on bids received is \$1,770,250.

**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.)*

<b>Fund</b>	<b>Fund Center</b>	<b>Commitment Item</b>	<b>Functional Area</b>	<b>Funded Program</b>	<b>Grant</b>	<b>Sponsored Program</b>	<b>Amount</b>

**[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?**

The project is located within the Bull Run Watershed Management Unit and the project site is not open to the public. Work will not impact the public other than increased traffic to/from the Bull Run Watershed during construction.

**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 construction 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 June 3, 2013.

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

Bids received resulted in the award of the construction contract.

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

Procurement Services advertised the project for bid and held the prebid meeting that was open to the construction contracting community, including contractors certified with the State as minority, women, and emerging small businesses.

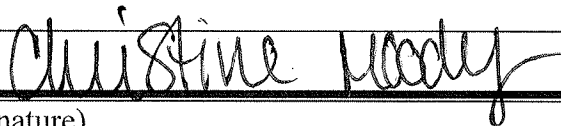
**e) Primary contact for more information on this public involvement process (name, title, phone, email):**

Kelly Davis, CPPB, Sr. Procurement Specialist, 503-823-7574,  
kelly.davis-mckernan@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 construction contract.

Christine Moody, Chief Procurement Officer

A handwritten signature in black ink, reading "Christine Moody", written over a horizontal line.

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

Christine Moody  
Chief Procurement Officer  
Procurement Services  
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(503) 823-5047  
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### MEMORANDUM

**DATE:** July 31, 2013  
**TO:** Mayor Charlie Hales  
**FROM:** Christine Moody, Chief Procurement Officer  
**SUBJECT:** Accept bid of J W Underground, Inc. for the Headworks Flow Meter Project for \$1,770,250. (Procurement Report - Bid No. 115655)

1. **INTENDED FILING DATE:** July 31, 2013
2. **REQUESTED COUNCIL AGENDA DATE:** August 14, 2013
3. **CONTACT NAME & NUMBER:** Christine Moody, (503) 823-1095
4. **PLACE ON:** ☒ CONSENT ☐ REGULAR
5. **BUDGET IMPACT STATEMENT ATTACHED:** ☒ Y ☐ N ☐ N/A
6. **ONE (1) ORIGINAL COPY OF THE CONTRACT APPROVED AS TO FORM BY CITY ATTORNEY ATTACHED:** ☐ Yes ☐ No ☒ N/A

7. **BACKGROUND/ANALYSIS:** Ordinance Number 185983 passed by the Council on April 17, 2013 and authorized a contract and provided payment for the construction of the Headworks Flow Meter Project. The existing flow meters on the conduits at Headworks are 60 to 100 years old, do not provide precise measurements and require frequent maintenance. New meters and control valves are required to provide reliable and accurate flow meters. Accurate flow measurement is a critical component in calculating the chlorine feed rate for disinfection and the chlorine contact time to meet regulatory compliance. The new meters and control valves will improve operations and improve accuracy of the chlorine feed and disinfection calculations for regulatory compliance.
8. **FINANCIAL IMPACT:** The engineer's estimate for this project was \$1,860,000 and the confidence level was High. Funding for this project is available in FY 13/14 Budget under WBS Element W01582.
9. **RECOMMENDATION/ACTION REQUESTED:** Accept Recommendation to award contract to J W Underground, Inc. in the amount of \$1,770,250.

*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.*

10. **SCOPE OF WORK ON PROJECT:** The project includes all labor, materials, tools, equipment, and supervision necessary to construct water conduit improvements at Screen House No. 3 and the Primary Intake Structure located at 50105 SE Rock Cut Rd, Corbett, OR.