Independent Citizen Committee

Public Safety
General Obligation (GO)
Bond

Date: August 1, 2012

Agenda

PUBLIC SAFETY
GENERAL OBLIGATION BOND
INDEPENDENT CITIZEN COMMITTEE
MEETING

August 1, 2012
3:00PM - 5:00PM
Rose Room, City Hall 3rd Floor

AGENDA

1. Welcome — 3:00 PM

2. Committee Business — 3:10 PM
   - Approve Meeting Summary from May
   - Confirm 2012 quarterly meetings
     - November 8; **Rose Room**

3. Introduce new ICC Citizen Member Mick Seidl — 3:20 PM

4. Overall Program Financial Reporting — 3:30 PM

5. Review Project Status Reports — 3:40-4:50 PM
   - Apparatus
   - Station 21
   - Emergency Radio System
   - Emergency Coordination Center

6. Questions/Next Steps — 4:50 PM

Previous Meeting Notes

Public Safety GO Bond Independent Citizen Committee
Meeting Notes for Wednesday, May 2nd, 2012

ICC members present: Kirk Hall, Nicolette Larson, Scott Warnick, Steven Shane

ICC members absent: Lou Savage

City staff present: Marco Benetti, Jay Guo, Karl Larson, Aaron Beck, Celia Heron, Frank Silva, Connie Johnson, Tamron Keith, Jim Coker, Doug Stickler, Ralph Smith

Committee Business:

- Minutes from November 2, 2011 and February 1, 2012 meeting were discussed and approved.
- City staff presented financial spreadsheets on GO Bond Fund expenses to date. New projections will be available at the next ICC quarterly meeting.
- City staff presented updates on the four specific projects being funded.
    - The ICC noted that the Fire Bureau stated that the GO Bond Funds would not be used for the construction of the new Campbell Firefighter Memorial, at Fire Station 21.
- ICC briefly discussed the first annual report to City Council and identified that at the next presentation to Council, they would like more time to discuss each project at length and have an appropriate amount of time to answer questions presented from Council.

Follow Up Items:

City staff to do the following:

- OMF and Fire Apparatus project staff to develop a detailed table of:
    a. Type of apparatus
    b. Cost of apparatus
    c. Status: In design; Specs completed; on order; etc.
    d. Expected delivery date
- OMF staff to draft ICC quarterly report and send to ICC for review and approval
    a. Comments to incorporate include noting that each of the projects is operating within the constraints of their GO Bond-funded dollar limits, but each project potentially can bump up against that dollar limit. It is important to convey that the full list of apparatus, for example, or the full-blown design of Fire Station 21 may not be achievable within the limits of the bond fund. Identify some of the options being considered to mitigate the risk, etc.

<u>Tasks to be accomplished via e-mail</u>

City staff to do the following:

- Send link of Wheaton Architecture Plan for Fire Memorial

ICC to do the following:

- Review and confirm dates and times of all quarterly meetings for 2012
- Review quarterly report and edit or approve to be sent to CAO

Next Quarterly Meeting (May 2012) Agenda Items

- Review project reports from quarter ending June 29, 2012.

Adjourn

Public Safety General Obligation (GO) Bond

Independent Citizen Committee (ICC)

	Citizen Members			
	Name	**Phone**	**Email**	**Appointed by:**
	Kirk Hall	503-243-5405	kirk@mfhllc.com	Mayor Adams
	Nicolette Johnston	503-287-6937	ndjz@yahoo.com	Commissioner Leonard
	Steven Shane	407-256-0537	steven.shane@comcast.net	Commissioner Fritz
	Mick Seidl	503-224-7840	mick@seidl-law.com	Commissioner Fish
	Scott E. Warnick	503-679-7365	scottwarnick@hotmail.com	Commissioner Saltzman
	Internal Members			
	Name	**Phone**	**Email**	**Position:**
Project Oversight Committees	**Apparatus and Station 21 -- Portland Fire & Rescue (PF&R)**			
	Erin Janssens	503-823-3733	Erin.Janssens@portlandoregon.gov	Fire Chief
	Glen Eisner	503-823-4558	Glen.Eisner@portlandoregon.gov	Deputy Fire Chief -- Logistics
	Jay Guo	503-823-3726	Jay.Guo@portlandoregon.gov	Senior Business Operations Manager
	Emergency Radio System -- Public Safety Systems Revitalization Project (PSSRP)			
	Tamron Keith	503-823-5540	Tamron.Keith@portlandoregon.gov	PSSRP Program Manager
	Karl Larson	503-823-5882	Karl.Larson@portlandoregon.gov	Radio Project Manager
	Mark Tanner	503-823-4960	Mark.Tanner@portlandoregon.gov	Radio Project Manager
	Emergency Coordination Center -- Portland Office of Emergency Management (POEM)			
	Carmen Merlo	503-823-2691	Carmen.Merlo@portlandoregon.gov	Director -- POEM
	Jim Coker	503-823-5348	Jim.Coker@portlandoregon.gov	Supervising Project Manager (OMF -- Facilities)
Office of Management and Finance Staff	**Public Finance and Treasury**			
	Jennifer Cooperman	503-823-6851	Jennifer.Coopperman@portlandoregon.gov	Treasurer
	B. Jonas Biery	503-823-4222	Jonas.Biery@portlandoregon.gov	Debt Manager
	Office of Management and Finance (OMF)			
	Jack Graham	503-823-6953	Jack.Graham@portlandoregon.gov	Chief Administrative Officer
	Jane Braaten	503-823-5665	Jane.Braaten@portlandoregon.gov	Senior Business Operations Manager
	Connie Johnson	503-823-5562	Connie.Johnson@portlandoregon.gov	Project Manager (OMF -- Facilities)
	Aaron Beck	503-823-5208	Aaron.Beck@portlandoregon.gov	Business Operations Finance Manager
	Ralph Smith	503-823-6941	Ralph.Smith@portlandoregon.gov	Principal Financial Analyst
	Doug Stickler	503-823-6942	Doug.Stickler@portlandoregon.gov	Senior Financial Analyst
	Staff Support to the ICC -- Office of Management and Finance (OMF)			
	Celia Heron	503-823-4080	Celia.Heron@portlandoregon.gov	Policy Analyst
	Frank Silva	503-823-3772	Frank.Silva@portlandoregon.gov	Management Analyst

Program, Budget, Actual Life-to-Date Expenses and Revenues

AND

Program Projection

Public Safety GO Bond Fund
Program budget and actual life to date expenses and revenues
As per SAP

Requirements	Current budget	Life to date actuals through May 2012	Balance
Fire Station 21	$7,902,500	$372,654	$7,529,846
Fire Apparatus	$19,800,000	$431,678	$19,368,322
Emergency Coordinations Center	$4,000,000	$261,525	$3,738,475
Public Safety Emergency Radio System	$52,096,007	$7,120,838	$44,975,169
GO bond fund costs (General Fund Overheac	$625,000	$0	$625,000
Fire project management	$575,000	$0	$575,000
Bond issuance costs	$560,000	$230,998	$329,002
Program contingency	$0	$0	$0
TOTALS	$85,558,507	$8,417,693	$77,140,814
Resources			
Other cash for Public Safety Emergency Rad	$3,156,007	$3,156,007	$0
Public Safety Emergency Radio System repla	$10,000,000	$10,000,001	($1)
GO bond proceeds	$72,400,000	$26,662,244	$45,737,756
Miscellaneous	$2,500	$2,890	($390)
Interest earnings	$0	$165,418	($165,418)
Total resources	$85,558,507	$39,986,560	$45,571,947

Public Safety GO Bond Program Projection

Requirements	Current budget	FY 2012 and prior years	Total FY 2013	Total FY 2014	Total FY 2015	Total FY 2016	Total FY 2017
Fire Station 21	$7,902,500	$433,375	$1,853,778	$4,468,280	$1,147,067	$0	$0
Fire Apparatus	$19,800,000	$1,359,000	$5,762,000	$7,064,000	$4,848,000	$767,000	$0
Emergency Coordinations Center	$4,000,000	$1,150,000	$2,850,000	$0	$0	$0	$0
Public Safety Emergency Radio System	$52,096,007	$11,790,224	$5,772,991	$9,856,247	$24,676,545	$0	$0
GO bond fund costs (General Fund Overhead)	$625,000	$0	$26,306	$199,563	$199,563	$199,568	$0
Fire project management	$575,000	$127,600	$115,000	$115,000	$115,000	$102,400	$0
Bond issuance costs	$560,000	$232,679	$0	$327,321	$0	$0	$0
Program contingency	$0	$0	$0	$0	$0	$0	$0
TOTALS	$85,558,507	$15,092,878	$16,380,075	$22,030,411	$30,986,175	$1,068,968	$0
Checktotal (S/B $0)							
Resources							
Public Safety Emergency Radio System replaceme	$10,000,000	$10,000,000	$0	$0	$0	$0	$0
Other cash for Public Safety Emergency Radio Sys	$3,156,007	$3,156,007	$0	$0	$0	$0	$0
GO bond proceeds	$72,400,000	$26,662,244	$0	$45,737,756	$0	$0	$0
Miscellaneous	$2,500	$2,500	$0	$0	$0	$0	$0
Interest earnings	$0	$157,412	$58,433	$102,087	$84,400	$4,684	$2,035
Total resources	$85,558,507	$39,978,163	$58,433	$45,839,843	$84,400	$4,684	$2,035
Beginning fund balance		$0	$24,885,285	$8,563,643	$32,373,075	$1,471,300	$407,016
Ending fund balance		$24,885,285	$8,563,643	$32,373,075	$1,471,300	$407,016	$409,051

Fire Apparatus Replacement Project

Quarterly Summary and Finances

Fire Apparatus Replacement Project as of July 11, 2012

Project Status		
Overall:	Green	• Satisfactory progress continues on construction of the two fireboats. • Satisfactory progress continues on the Heavy Rescue Squad and Ladder Truck 3. • The 4 Rapid Response Vehicles have been received and are currently being outfitted by the city's Fleet Services
Schedule	Green	The Fire Apparatus Replacement Project is on schedule.
Cost	Green	The Fire Apparatus Replacement Project remains within budget.
Scope	Green	The Fire Apparatus Replacement Project remains within its scope.
Quality	Green	The Fire Apparatus Replacement Project's quality remains on-track.

Narrative

Meetings

The fourth Fire General Obligation Bond Project Oversight Committee (POC) meeting was held on April 5, 2012. At this meeting, the project team presented a summary of the project activities for the period ending March 31, 2102. The project's schedule, cost, scope and quality were reported on-track and no significant risks were identified.

Executive Summary

The Heavy Rescue Squad and Tiller Ladder Truck (Truck #3) are currently under construction at Pierce Manufacturing. Both apparatus are on-track to be received in the fall of 2012.

Satisfactory progress continues on the two new fireboats. One fireboat is on-track for delivery next summer 2013; the second fireboat is expected to be completed in the fall of 2013.

The four rapid response vehicles have been received and are currently being equipped for PF&R at the city's Fleet Services. These vehicles are expected to be ready for service by September 1st, however due to budget cuts, only two vehicles will be staffed this year.

Major timelines / milestones
Rapid Response Vehicles have been received by the City and are being equipped

Project status / highlights / accomplishments
(same as listed under Major timelines / milestones)

Project risks / issues
No risks or issues anticipated at this time.

Problems encountered / how they were dealt with
No problems have been encountered.

Next steps / next quarter projections
By the end of next quarter:
Specifications for the new fire engines and tillered ladder trucks will be finalized in preparation for a competitive bid process. (The current tillered truck on order and the recent engines purchased by PF&R were purchased through an existing contract that did not require the same level of specifications. New bond-funded apparatus will require a Request for Proposals.)

Fire and Emergency Apparatus Replacement
Financial status report for independent citizen committees

	Current Budget	LTD* actuals (through June 2012)	Remaining balance	Note
Apparatus Replacement				
Direct costs				
11 Engines	$7,392,000	$0	$7,392,000	
4 Ladder Trucks Subtotal	$5,044,000	$960,000	$4,084,000	
3 Brush Vehicles Subtotal	$669,000	$0	$669,000	
2 Air Units	$1,314,000	$0	$1,314,000	
2 Fire Boats	$3,338,000	$678,575	$2,659,425	
1 Water Tender	$628,000	$0	$628,000	
1 Dive Apparatus	$215,000	$0	$215,000	
1 Heavy Rescue Squad	$700,000	$800,000	($100,000)	A $500,000 grant will cover the difference.
4 Rapid Res Med Vehicles	$500,000	$134,856	$365,144	
Total direct costs	$19,800,000	$2,573,431	$17,226,569	
Indirect costs **				
Project Management Costs	$575,000	$127,600	$447,400	
Total indirect costs	$575,000	$127,600	$447,400	
Subtotal	$20,375,000	$2,701,031	$17,673,969	
Contingency		$0		
Total	$20,375,000	$2,701,031	$17,673,969	
Resources				
GO bonds	$19,800,000	$2,701,031	$17,673,969	
Grants	$1,220,000	$0	$1,220,000	
Blank	$0		$0	
Total	$21,020,000	$2,701,031	$18,893,969	

* Life to date (LTD)

Fire Station 21 Project

Quarterly Summary and Finances

Fire Station 21 Project as of July 11, 2012

Project Status		
Overall:	Green	• Portland Fire & Rescue (PF&R) and Portland Parks and Recreation (PP&R) reached an agreement concerning the use of the Madison St. Dock. A Memorandum of Understanding between PP&R and PF&R, along with the property transfer will be executed within the next 2 weeks. • PF&R requested a transfer of the remaining $1.5M funds from the 1998 GO Bond to be used for the Station 21 project. In addition, proceeds from the planned sale of surplus property acquired with 1998 GO Bond will also be transferred to the Station 21 project. Approval from City Council is expected. The total funds from the 1998 GO Bond transfer are expected to cover the costs of the boathouse and pilings. • The project received approval from the Corp of Engineers along with a majority of other Federal and State regulatory agencies to proceed with in-water construction. Approval from the National Marine Fisheries is still pending but expected. • The Request for Proposals (RFP) to install the pilings for the boathouse will be out within the next week. Assuming the project receives approval from the Land Use Review, it is hoped that the pilings will be finished by the end of the in-water construction period of October 31st. • The Land Use Review, including the Greenway Review, is under way; the Bureau of Development Services will hold the public hearing in mid-August. • To assist with the Land Use Review process, Chief Eisner will be meeting with neighborhood and business associations in the area to discuss the project and respond to any questions or concerns. • The Request for Proposals (RFP) solicitation for the CM/GC is underway; proposals from interested contractors are due July 25th. • Whelton Architecture completed 100% of the Schematic Design with preliminary cost estimates. The estimates were considerably over budget but a value-engineering workshop helped identify cost savings and project reductions. The costs for the station remodel and geotechnical work are now

		within budget.
Schedule	Yellow	The project continues to remain tentatively on schedule. The outcome and timing of the Land Use Review decision may affect the schedule.
Cost	Yellow	The project continues to remain tentatively within budget. Preliminary estimates for the current design indicate a very strained budget that may be adversely affected by unknown development costs or other unforeseen factors.
Scope	Green	The project remains within its scope.
Quality	Green	The project‘s quality remains on-track.

Narrative

Meetings

The fourth Fire General Obligation Bond Project Oversight Committee (POC) meeting was held on April 5, 2012. At this meeting, the project team presented a summary of the project activities for the period ending March 31, 2012. The project’s scope and quality were reported on-track, however some risks were identified with the project’s schedule and cost.

Executive Summary

Portland Fire & Rescue (PF&R) and Portland Parks & Recreation (PP&R) have finally reached an agreement on the use of the public portion of the Madison St Dock. A transfer of the ownership to PF&R is also part of this transaction. The MOU document and property transfer are scheduled to be executed within the next two weeks.

Progress was made with the in-water permitting process when the project received approval from the US Corp of Engineers along with other Federal and State regulatory agencies. Approval from the National Marine Fisheries is still pending but expected.

The Land Use Review and Greenway Review process is under way. The Bureau of Development Services will hold the public hearing in mid-August 2012. Chief Glen Eisner will be meeting with various area neighborhood and business associations to discuss and project as part of the land use review process. Any unexpected outcomes from the Land Use Review process may delay the project schedule. Of specific concern is the in-water construction of pilings and the in-water construction period that ends October 31st. Until a decision is received by the Land Use Review the pilings construction is on hold.

Additional funding for the project was secured when the transfer of approximately $1.5 M of 1998 GO Bond funds was approved by the Office of Management and Finance. A formal approval is expected by City Council. It was also agreed that the proceeds from the planned sale of surplus property, originally purchased by the 1998 GO Bond would be transferred to the project. These funds will cover the costs of the boathouse and the pilings.

Whelton Architecture completed 100% of the Schematic Design along with preliminary cost estimates. The preliminary cost estimate was over budget at $8.329M and was value-engineered by the project team to be more closely aligned with the budget. This process identified some cost savings and made changes to the design to reduce costs.

Major timelines / milestones

- Memorandum of Understanding concerning public use of Madison St. Dock was finalized with Portland Parks & Recreation.
- 100% of the Schematic Design process is complete

Project status / highlights / accomplishments

- The ownership transfer of the Madison St. property to Portland Fire & Rescue is scheduled to occur within the next few weeks.
- Progress continues on the in-water permitting process
- Transfer of remaining funds from the 1998 GO Bond were approved
- The solicitation process for the CM/GC was initiated

Project risks / issues

The Type III Conditional Use – Land Use Review process includes neighborhood outreach and feedback opportunities. Any unexpected outcomes of this process may affect the project.

Problems encountered / how they were dealt with

The project team continues to work proactively to mitigate any known or potential risks by initiating and maintaining communications with key stakeholders.

Next steps / next quarter projections

- The station work will proceed with Design Development (DD) throughout July and August. By August 27th, 100% of the Design Development will be completed along with an updated cost estimate.
- The Construction Manager/General Contractor (CM/GC) is expected to be on board by the end of August to begin pre-construction services.
- By mid-September, it is expected that the CM/GC will provide a parallel cost estimated with the architect's cost estimator of the 100% DD which will allow time for value engineering if needed, prior to the Guaranteed Maximum Price (GMP) that the CM/GC will set.

Fire Station 21
Financial status report for independent citizen committees
MFOP000038/B70011

	Account	Current budget	LTD actuals (through May 2012)	Remaining balance	FY 2011	FY 2012
Requirements						
Direct costs						
Construction	563300	$4,915,000	$0	$4,915,000	$0	$0
Moves	529000	$11,000	$0	$11,000	$0	$0
Telecomm	651511	$44,000	$5,431	$38,569	$0	$5,431
RACC art	549000	$98,000	$0	$98,000	$0	$0
Total direct costs		$5,068,000	$5,431	$5,062,569	$0	$5,431
Indirect costs						
Professional services	521000	$760,000	$192,598	$567,402	$15,522	$177,076
Facilities Services hours	651306	$659,000	$132,443	$526,557	$71,251	$61,192
Permits and fees	549000	$282,000	$41,444	$240,556	$0	$41,444
Miscellaneous	549000	$101,000	$738	$100,262	$58	$680
Total indirect costs		$1,802,000	$367,223	$1,434,777	$86,831	$280,392
Subtotal		$6,870,000	$372,654	$6,497,346	$86,831	$285,823
Contingency	571100	$1,032,500	$0	$1,032,500		
Total		$7,902,500	$372,654	$7,529,846	$86,831	$285,823
					$0	$0
Resources						
GO bonds		$7,900,000	$2,968,000	$4,932,000	$2,968,000	$0
Miscellaneous		$2,500	$2,500	$0	$0	$2,500
Blank		$0	$0	$0	$0	$0
Total		$7,902,500	$2,970,500	$4,932,000	$2,968,000	$2,500

Radio Replacement Project

Quarterly Summary and Finances

Radio Replacement Project Oversight Committee Report as of June 30, 2012

Please note: The following is update information on the project's status and performance only for the quarter from April 1 through June 30, 2012 .

Project Status / Highlights / Accomplishments

The engineering analysis by Federal Engineering began in the last quarter of 2011. At this time, five deliverables have been accomplished and signed off by PSSRP and the Sponsors. Those deliverables are:

Existing Inventory and Assessment

Stakeholder Needs Analysis

Requirements Definitions

Feasibility Analysis

Conceptual Design

The sixth deliverable, Technical (functional) Specifications, was delivered in draft to the City on July 2, 2012, and is in review by staff, sponsors, and Subject Matter Experts. The bulk of the technical information was reviewed by BTS Communications staff. A section of the technical specifications concerning Microwave equipment is being re-drafted by Federal Engineering to more clearly explain our desire to utilize the majority of the existing Microwave equipment in the replacement system. Staff has been extremely impressed with Federal Engineering. The Technical Specifications were delivered at a much higher level of detail, using a Request for Proposal design that will greatly facilitate the City's completion of the RFP for publication, scheduled for November 15, 2012.

We have notified Federal Engineering formally that we will activate the contract clause that allows their participation in RFP creation, response analysis and contract negotiations consulting during that phase of the project.

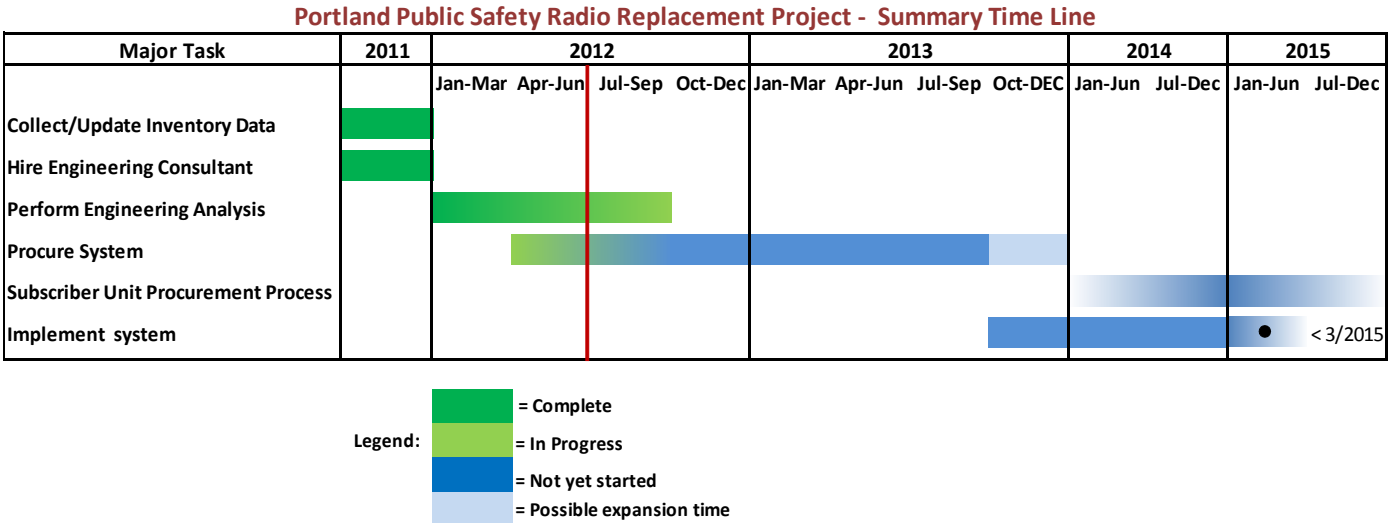
A new member of the RPOC, James Gadsby, has been added to the Committee, replacing Shea Marshman. James' first meeting will be the July meeting.

The Project still remains within expected budget norms.

Stakeholder meetings have been on-going, with a second round of briefings for the summer quarter being scheduled. Primary stakeholders will be briefed at the Quarterly Stakeholder meeting scheduled for July 20th.

Major Timelines / Milestones

All engineering tasks are on schedule.



Project Risks / Issues / Problems

The following review highlights the main risks being identified on the project that may affect schedule and/or costs.

Risk: There is potential for increased impact on the project schedule and cost for training of BOEC personnel on new dispatch consoles and BTS personnel on site infrastructure hardware if the procurement process leads to the selection of a non-incumbent solution.

Additionally, the timing is important as further impact may occur due to BOEC's restrictions on scheduling any activities that impact Operations personnel schedules between mid-April and mid-September.

Mitigation: The RFP will require the proposing vendors to submit a training plan for all relative personnel which addresses the city's training needs and meets the project schedule time frames and restrictions. Based on the chosen solution, the Radio Project Schedule will be adjusted to accommodate all necessary training.

Risk: There is potential for impact on the project schedule and cost if the selected solution requires tower and cabling space at tower sites that are currently loaded to or near capacity. Since the City does not own all the tower sites and towers that are used by the radio system, potentially some sites could be unavailable to the new system. This could result in proposed technical solutions needing to be re-designed and/or some tower sites lease agreements needing to be renegotiated. Current information indicates that there are 5 or more towers that are over 90% loaded.

Mitigation: Proceed to evaluate the space requirements base on the Conceptual Design provided by FE and the capacities for each tower site based on current tower load. BTS/Communications will also evaluate what unused equipment could be uninstalled to provide additional space.

Additionally, the City will contact all leasers of tower sites to initiate negotiations for additional tower and cable space. When appropriate, the City will request the leaser to contact other tower users to remove unused equipment.

Risk: BOEC must upgrade all its PC workstations to Windows 7 not later than April 2014. The schedule to complete this software upgrade could coincide with the radio project's schedule to upgrade or replace the radio consoles on the BOEC Operations Floor. Collision of these two scheduled changes could introduce a significant disruption to the BOEC Ops floor.

Mitigation: Project Managers will coordinate with BTS Deployment, BTS IT Services Manager at BOEC and BOEC Operations Manager to minimize the impact of these changes on BOEC Operations.

Next Steps / Next Quarter Projections

During the next quarter, the RFP creation will be finalized, with significant Legal and Procurement assistance, with additional consultation with Federal Engineering. Notifications to those radio sites that will be affected will go out to alert lease holders of upcoming activities that will require a level of negotiations with those leased sites.

Public safety emergency radio system
Financial status report for independent citizen committees
MFCP/S00002 and S00008

Account	Description	Current budget	LTD actuals Feb 2012	S00002 Stabilization Mar/Apr/May Expenses	S00008 Replacement Mar/Apr/May Expenses	LTD actuals (through May 2012) after closing	Remaining balance*
Requirements							
511100	Full-time Employees	$1,100,466	$369,546	$0	$53,582	$423,128	$677,338
511300	Part-time Employees	$1	$1	$0	$0	$1	$0
512000	Overtime	$0	$678	$0	$28	$706	($706)
513000	Premium Pay	$45	$65	$0	$12	$77	($32)
514000	Benefits	$373,635	$112,907	$0	$16,424	$129,331	$244,304
Total	Personnel Services	$1,474,147	$483,197	$0	$70,046	$553,243	$920,904
521000	Professional Services	$9,826,282	$3,612,731	$0	$34,776	$3,647,507	$6,178,775
522000	Utilities	$0	$0	$0	$0	$0	$0
523000	Equipment Rental	$0	$0	$0	$0	$0	$0
524000	Repair & Maintenance Services	$0	$0	$0	$0	$0	$0
529000	Miscellaneous Services	$1,800,350	$27,136	$0	$0	$27,136	$1,773,214
531000	Office Supplies	$113	$113	$0	$0	$113	$0
532000	Operating Supplies	$2,264,311	$2,250,594	$0	$0	$2,250,594	$13,717
532350	Computer Supplies - software	$0	$9,074	$0	$0	$9,074	($9,074)
532355	Computer Supplies - hardware	$0	$4,677	$0	$0	$4,677	($4,677)
533000	Repair & Maintenance Supplies	$0	$0	$0	$0	$0	$0
534000	Minor Equipment & Tools	$19,108,152	$81,629	$0	$0	$81,629	$19,026,523
535000	Clothing & Uniforms	$0	$0	$0	$0	$0	$0
539000	Other commodities (external)	$50	$93	$0	$62	$155	($105)
541000	Education	$5,089	$0	$0	$0	$0	$5,089
542000	Travel (In-town/Out-of-town)	$43,812	$26,280	$0	$0	$26,280	$17,532
544000	Space Rental	$0	$0	$0	$0	$0	$0
548000	Operating Lease	$0	$0	$0	$0	$0	$0
549000	Miscellaneous	$10,249	$10,249	$0	$0	$10,249	$0
Total	External Materials & Services	$33,058,408	$6,022,576	$0	$34,838	$6,057,414	$27,000,994
651100	Fleet Services	$0	$0	$0	$0	$0	$0
651200	Printing & Distribution	$176	$176	$0	$0	$176	$0
651300	Facilities Services	$0	$0	$0	$0	$0	$0
651400	EBS Services	$0	$0	$0	$0	$0	$0
651500	Technology Services	$1,018,304	$506,266	$0	$3,739	$510,005	$508,299
651600	Insurance	$0	$0	$0	$0	$0	$0
652000	Bureau to Bureau Interagencies	$0	$0	$0	$0	$0	$0
Total	Internal Materials & Services	$1,018,480	$506,442	$0	$3,739	$510,181	$508,299
563000 / 599630	Capital Equipment	$12,357,547	$0	$0	$0	$0	$12,357,547
Total	Capital Outlay	$12,357,547	$0	$0	$0	$0	$12,357,547
551000	Debt Retirement	$0	$0	$0	$0	$0	$0
555000	Debt Interest	$0	$0	$0	$0	$0	$0
557000	Debt Issuance	$0	$0	$0	$0	$0	$0
571100	General Operating Contingency	$4,187,425	$0	$0	$0	$0	$4,187,425
573000	Equipment Cash Transfers	$0	$0	$0	$0	$0	$0
650010 / 589961	General Fund Overhead	$0	$0	$0	$0	$0	$0
650020 / 589964	Other Cash Transfers	$0	$0	$0	$0	$0	$0
Total	Other	$4,187,425	$0	$0	$0	$0	$4,187,425
Grand Total		$52,096,007	$7,012,215	$0	$108,623	$7,120,838	$44,975,169
Resources							
GO bonds		$38,940,000	$4,561,842	$0	($0)	$4,561,842	$34,378,158
Project cash		$13,156,007	$2,450,373	$0	$108,623	$2,558,995	$10,597,012
Total		$52,096,007	$7,012,215	$0	$108,623	$7,120,838	$44,975,170

Emergency Coordination Center Project

Quarterly Summary and Finances

Project summary for the period ending June 30, 2012		
Overall:	G	Construction is underway with Emerick Construction for the new building, street, and site improvements, with completion expected in the fall of 2013. Construction is also underway with Schommer & Sons for the new 150' telecommunications tower and footings, with completion in late summer of this year.
Schedule:	Y	The Emergency Coordination Center is a complex structure with extensive data and telecommunications technologies. While completion of construction is expected in the fall of 2013, a 3-6 month shake-down period is anticipated between completion of construction and final move-in and beginning of operations. Final move-in and beginning of operations is anticipated by 1/1/14.
Cost:	G	Since the start of construction, change order requests have been approved for $110,472 for the two construction contracts. These changes are well within anticipated additional costs and project contingency.
Scope:	G	Project remains within scope.
Quality:	G	Quality on-track per requirements stated in the drawings and specifications.

Quarterly Project Summary	Prior Rating	Current Rating	Change	Problems Encountered / How They Were Dealt With
Construction began for the new street, building, and site improvements, as well as the footings for the new telecommunications tower. The main pedestrian entry to and from the 911 Center at the south end of the building has been relocated to the north end during construction.	Y	Y	⬌	The start of construction created some parking challenges for the 911 Center tenants and for traffic circulation along SE 99th Ave. A traffic engineer was hired prior to construction start to analyze these conditions and to propose recommendations. Implementation of the engineer's recommendations is underway. Unexpected subsurface soil conditions discovered during installation of the tower footings required casing the 6' wide x 40' deep footings and the use of a pneumatic vibrator to reach the required

				depth. This led to additional costs and some disruption to 911 Center tenants due to periodic vibrations over several days. Technical changes to project plans are underway and approximately 11 change order requests have been approved for $110,472 (as of 7/1/12). 8-10 other changes are being reviewed and processed for an additional approx. $150,000. These are all normal and within industry standards for changes during construction.

PROJECT NARRATIVE

The ECC serves as a multiagency coordination entity that supports the on-scene response to an emergency. It is the centralized location that:

- Develops overall strategies and policies in support of emergency response and recovery efforts.
- Coordinates, collects, monitors and distributes damage information and assesses impacts.
- Coordinates the allocation and management of resources based on incident priorities.
- Documents all communications, decisions, activities, and the deployment and tracking of resources.
- Coordinates emergency public information with and among governmental agencies, private sector, community based organizations (CBO)/non-governmental organizations (NGO) and initiates alert and warnings and provide public messaging to the media and general public including issuance of protective action recommendations.

The ECC will co-locate the Portland Bureau of Emergency Management, Portland Water Bureau Emergency Management and Water Bureau Security.

A. Project Oversight Committee (POC) meetings

July 25, 2012
October 3, 2012
January 2, 2013
April 3, 2013
July 3, 2103
October 2, 2013

B. Major timelines / milestones

1. Permit application submitted mid-June.
2. 100% complete contract documents completed 8/1/11.
3. The bid phase was complete and bids were opened in December 2011, with all bids under the construction cost estimate.
4. A construction contract with Emerick Construction was executed on 3/21/12 and a Notice to Proceed issued on 4/2/12 with a project completion date (issuance of Certificate of Substantial Completion*) of 10/1/13.
   *Note: Substantial Completion occurs at the beginning of the "punchlist" phase. Construction of a new building is not considered 100% complete until issuance of the "Certificate of Final Completion" which occurs when all punchlist items are completed. Usually, building occupants can move in sometime between substantial and final completion.
5. Construction started on-site in mid-April. Phase I (new street construction) and tower footings were completed on 6/22/12 and Phase II of construction (building and site improvements) began on this date. Phase II required the closure of the 911 Center's main pedestrian entry point and its relocation to the north end of the building. Phase II also involved removal of the 911 Center's south parking lot. To compensate – an on-street parking program was implemented to replace the lost parking spaces during construction. Completion of the telecommunications tower work is expected to occur by 8/15/12.

C. Project risks / issues

1. An infrastructure project by the Water Bureau near the intersection of Powell Boulevard and I-205 – the Kelly Butte Storage Improvement Project which will replace the existing water tank with a new buried 25 MG reservoir – is also scheduled for construction in 2012. The increased volume of truck traffic entering and leaving the Water Bureau project site could negatively impact traffic circulation along SE Powell Blvd.
2. A new provision of the Oregon Electrical Specialty Code (OESC), OESC 708, which refers to an electrical power system that is determined to be a "Critical Operation Power Supply" (COPS), became effective on April 1, 2011. At this point in time project plans were 90% complete and preparations were being made for bidding. OESC 708 is a voluntary provision so it allows the designer and building owner to implement the 708 standards at their discretion. The ECC's design currently incorporates a number of Article 708 provisions but does not incorporate all of the listed provisions. A full analysis of Article 708 is being conducted to assist in determining whether the ECC should be designated as a COPS facility along with the potential costs.

ECC
Financial status report for independent citizen committees
MFOP/B00001

Asset/project line item	Account	Current budget	LTD actuals (through May 2012)	Remaining balance
Land	56XXXX	$1,500,000	$1,500,000	$0
Building				
Hard costs				
Construction Services	563300	$10,376,495	$261,525	$10,114,970
Furniture fixtures and equipment	534000	$402,833	$0	$402,833
Moves	529000	$50,000	$0	$50,000
ComNet / IT	651511	$1,547,617	$13,693	$1,533,924
Other	529000	$270,000	$0	$270,000
Percent for Art	549000	$220,333	$220,000	$333
Total for hard costs		$12,867,278	$495,218	$12,372,060
Soft Costs:				
Professional services:	521000	$1,594,149	$1,037,158	$556,991
City staff time				
Project Management	651306	$713,172	$291,769	$421,403
Maintenance technician	651307	$10,000	$237	$9,763
BTS Design phase cost	651511	$50,000	$69,821	($19,821)
WB design and constrcution phase c	652529	$150,000	$100,000	$50,000
Subtotal City staff time		$923,172	$461,827	$461,345
		$2,517,321	$2,577,321	
Permits, fees, misc and overhead				
Permits & fees	549000	$395,591	$277,023	$118,568
Misc	549000	$100,000	$35,378	$64,622
General Fund Overhead	601020	$145,650	$62,564	$83,086
Subtotal permits, fees, misc and overhead		$641,241	$374,965	$266,276
Total for building		$16,025,840	$2,369,168	$13,656,672
Contingency	571100	$2,322,703	$0	$2,322,703
Total for project		$19,848,543	$3,869,168	$15,979,375
Checktotal		$0	$0	
Resources				
Facilities				
IA's with customers (originally intended for debt service)				
FY 2009		$350,000	$350,000	$0
FY 2010		$350,000	$350,000	$0
FY 2011		$350,000	$350,000	$0
FY 2012		$0	$0	$0
Debt sales (with debt service covered by Facilities IA's)				
Approved in FY 2010 and 2011		$5,530,213	$5,530,213	$0
Fund balance		$73,000	$73,000	$0
Total		$6,653,213	$6,653,213	$0
Cash from BTS for share of tower		$65,000	$0	$65,000
GO bonds		$4,000,000	$4,000,000	$0
Water		$9,130,330	$1,868,929	$7,261,401
Total		$19,848,543	$12,522,142	$7,326,401