What Does the Portland Bureau of Transportation Do?

The Portland Bureau of Transportation:

- Inspects, cleans, maintains and repairs all transportation and sewer-related infrastructure within the City.
- Manages and operates the transportation, traffic signal, parking and street lighting systems of the City, including safe operation and consideration of transportation options.
- Provides survey, design, inspection, construction management and technical support for capital improvement projects and ensures the safety and serviceability of the City-owned bridges.

TriMet buses and MAX Lightrail trains are operated by the Tri-County Metropolitan Transportation District of Oregon. State Highways are built and maintained by the Oregon Department of Transportation.

For more information about contracting with the Portland Bureau of Transportation contact:

Richard Gray
Contracting Services Group
503-823-5250
richard.gray@portlandoregon.gov



For ADA Title II or Civil Rights Title VI Accommodations, Translation/Interpretation Services, Complaints, or for additional information, call 503-823-5185, TTY: 503-823-6868, or use Oregon Relay Service: 711.

A Guide to Contracting



Traffic Signal Design & Construction • Surveying

Street Light Design & Construction • Electrical Design

Traffic Engineering • Structural Engineering • Training

Economic Analysis • Bicycling Planning • Graphic Design

Transportation Planning • Property Appraisals

with the Portland Bureau of Transportation





The Portland Bureau of Transportation Wants to Do Business With You!

The Portland Bureau of Transportation is the steward of the city's transportation system. We provide for the safe, efficient and environmentally responsible movement of people and goods, and maintain and enhance the transportation infrastructure crucial to Portland's economic vitality and livability. This brochure will explain how you can join us as a contractor to help keep our city a safe and vibrant place to live, work and play.



Types of Contracting Opportunities

We frequently contract with the private sector to provide goods and services, professional and technical expertise and construction services. An example of some of the services and goods we purchase include:

Road Construction • Paving • Road Design
Traffic Signal Design & Construction
Street Light Design & Construction
Traffic Engineering • Structural Engineering
Electrical Design • Bicycling Planning
Transportation Planning • Surveying
Property Appraisals • Economic Analysis
Material Purchases • Marketing
Graphic Design • Training
Organizational Development & more

Minority, Women and Emerging Small Businesses

The Portland Bureau of Transportation encourages and supports Minority, Women and Emerging Small Businesses (MWESB) in competing for contracts. We are committed to meeting



the City's goal of utilizing MWESB contractors for a minimum of 20% for all consultant work and 35% for all construction work (based on dollar value). We strongly recommend qualified small businesses obtain State of Oregon certification as a MWESB. You can learn more about this certification by calling the State at 1-503-947-7976 or visiting their website: http://www.oregon4biz.com/Grow-Your-Business/Business-services/Minority-Owned-Business-Certification/

What You Need to Do Business With the City of Portland

Register As a Vendor

All construction contracts over \$5,000 and professional services contracts over \$23,662 are managed through the Bureau of Procurement Services. To learn about contracting opportunities and receive notices about upcoming projects, you will need to register with the City of Portland as a vendor. You can register online at: http://www.portlandonline.com/omf/index.cfm?c=45660

Equal Employment Opportunity (EEO) Certification

Your company must submit a form stating that it does not discriminate against any employee or applicant on the basis of race, religion, color, sex, marital status, national origin, age, mental or physical disability, sexual orientation, gender identity or source of income in violation of Portland City Code Chapter 23.01. For more information call 503-823-5048 or view our website at http://www.portlandonline.com/omf/index.cfm?c=27353&.

City Business License

To find out about obtaining a business license, call our Revenue Bureau at 503-823-5157 or visit their website at http://www.portlandonline.com/omf/index.cfm?c=27353&a=158119.

Insurance

Insurance requirements vary with the type and size of the project. Your business may need general liability, professional liability or auto insurance. Requirements will be provided in the bid solicitation.

Construction Contractors Board (CCB) License

For more information: 1-503-378-4621

Web: www.ccb.state.or.us

Workers Compensation

This is required if you have employees. http://www.cbs.state.or.us/external/wcd

Prequalification

Prequalification for formal public improvement projects is required. To obtain an application, call the Bureau of Procurement Services at 503-823-5578 or view their website at: http://www.portlandonline.com/omf/index.cfm?c=44700&.

Sustainability is a Priority

The City's sustainable procurement strategy incorporates the principles of environmental and social sustainability into its buying practices. Info: 503-823-3508.

