

**ORDINANCE No. 184465**

\*Authorize a sole source contract with Aldrich Kilbride & Tatone for a focused review of the Office of Management and Finance FY 2011-12 Requested Budget for a total not-to-exceed amount of \$150,000 (Ordinance)

The City of Portland ordains:

Section 1. The Council finds:

1. A review of the Office of Management and Finance's (OMF) FY 2011-12 Requested Budget, as well as a longer-term review of OMF's structure and operations, is necessary to improve service delivery and increase operational efficiency.
2. Phase I of the contract will require an oral report of recommendations and findings by April 25, 2011, and a written report by May 16, 2011.
3. To meet the scheduled deadlines, the vendor needs to have prior experience with OMF's operations and organizational structure.
4. Aldrich Kilbride & Tatone (AKT) has the required expertise to work through the complexity of completing this review. In addition to an organizational and operational review of OMF in 2002, the vendor has since completed focused reviews and strategic planning sessions for the OMF divisions of Human Resources, Printing and Distribution, and Technology Services. The vendor also reviewed the feasibility of creating a new OMF Revenue Bureau, and helped facilitate the implementation of this bureau. The vendor has completed performance benchmarking services for the OMF divisions of Human Resources, Purchasing, Technology Services, Facilities, and Printing and Distribution.
5. This sole source contract is being acquired as an exception to the competitive selection process identified in PCC 5.68 and the PTE Services Contracting Manual.
6. The City desires to enter into a PTE contract with Aldrich Kilbride & Tatone with a not-to-exceed contract amount of \$150,000.

NOW THEREFORE, the Council Directs:

- a. The Chief Procurement Officer is authorized to enter into a contract with Aldrich Kilbride & Tatone for services.
- b. The Mayor and Auditor are hereby authorized to draw and deliver checks payable to Aldrich Kilbride & Tatone chargeable to the Office of Management and Finance when demand is presented and approved by the proper authorities.

Section 2. The Council declares that an emergency exists because the contract requires that work begin immediately in order to meet this fiscal year's budget deadlines for oral and written reviews; therefore, this Ordinance shall be in full force and effect from and after its passage by Council.

Passed by the Council: MAR 16 2011

Mayor Adams  
Prepared by: Jeramy Patton  
Date Prepared: March 7, 2011

**LaVonne Griffin-Valade**  
Auditor of the City of Portland

By   
Deputy

Agenda No. **184465**  
**ORDINANCE NO.**  
 Title

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<b>INTRODUCED BY</b> Commissioner/Auditor: <b>Mayor Adams</b>	CLERK USE: DATE FILED <u>MAR 11 2011</u>
<b>COMMISSIONER APPROVAL</b> <i>[Signature]</i> Mayor—Finance and Administration - Adams	LaVonne Griffin-Valade Auditor of the City of Portland
Position 1/Utilities - Fritz	By: <i>[Signature]</i> Deputy
Position 2/Works - Fish	
Position 3/Affairs - Saltzman	
Position 4/Safety - Leonard	
<b>BUREAU APPROVAL</b> Bureau: OMF - Financial Services Bureau Head: Rich Goward, Jr. <i>[Signature]</i>	<b>ACTION TAKEN:</b>
Prepared by: Jeramy Patton Date Prepared: March 7, 2011	
Financial Impact Statement Completed <input checked="" type="checkbox"/> Amends Budget <input type="checkbox"/> Not Required <input type="checkbox"/>	
Portland Policy Document If "Yes" requires City Policy paragraph stated in document. Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
Council Meeting Date <b>March 16, 2011</b>	
<b>City Attorney Approval</b>	

**AGENDA**

**TIME CERTAIN**   
 Start time: \_\_\_\_\_

**Total amount of time needed:** \_\_\_\_\_  
 (for presentation, testimony and discussion)

**CONSENT**

**REGULAR**   
**Total amount of time needed:** \_\_\_\_\_  
 (for presentation, testimony and discussion)

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