

# **Independent Citizen Committee**

## **Public Safety General Obligation (GO) Bond**

**Date:**

**August 28, 2013**



# Agenda



**PUBLIC SAFETY  
GENERAL OBLIGATION BOND  
INDEPENDENT CITIZEN COMMITTEE  
MEETING**

**August 28, 2013  
3:00PM - 5:00PM  
Rose Room, City Hall 3<sup>rd</sup> Floor**

**AGENDA**

- |    |                                     |              |
|----|-------------------------------------|--------------|
| 1. | Welcome                             | 3:00 PM      |
| 2. | Committee Business                  | 3:10 PM      |
|    | o Approve Meeting Summary from May  |              |
| 3. | Overall Program Financial Reporting | 3:20 PM      |
| 4. | Review Project Status Reports       | 3:40-4:50 PM |
|    | – Apparatus                         |              |
|    | – Station 21                        |              |
|    | – Emergency Radio System            |              |
|    | – Emergency Coordination Center     |              |
| 5. | Questions/Next Steps                | 4:50 PM      |



# **Previous Meeting Notes**





**Public Safety GO Bond Independent Citizen Committee  
Meeting Notes for Wednesday, February 6, 2013**

**ICC members present:** Kirk Hall, Nicolette Johnson, Mick Seidl, Steven Shane

**ICC members absent:** Scott Warnick

**City staff present:** Chief Erin Janssens, Jay Guo, Karl Larson, Aaron Beck, Frank Silva, Ben Berry, Jim Coker, Doug Stickler, Connie Johnson, Kevin Campbell

**Committee Business:**

- Minutes from February 6, 2013 meeting were discussed.
- ICC members discussed format of 2012 ICC Annual Report to City Council
  - Presentation will take place on May 29, 2013; time-certain at 2:00 PM
  - ICC encourages OMF to make recommendation to CAO about having more of a role in the presentation.
- 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.

**Follow Up Items:**

City staff to do the following:

- Work with CAO and ICC to solidly format of 2012 ICC Annual Report to City Council
- Send ICC meeting notices.

ICC to do the following:

- Review annual report and edit and present in front of City Council (Date: May 29, 2013).
- Review quarterly report and edit or approve to be sent to CAO.

**Next Quarterly Meeting (August 2013) Agenda Items**

- Review project reports from quarter ending June, 2013.

**Adjourn**



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



Public Safety GO Bond Program  
 Program budget and actual life to date expenses and revenues

	Original budget	Current budget	Life to date actuals through June 2013	Balance
<u>Requirements</u>				
Fire Station 21	\$7,900,000	\$11,924,553	\$2,885,920	\$9,038,633
Fire Apparatus	\$19,800,000	\$20,530,878	\$6,094,480	\$14,436,398
Emergency Coordinations Center	\$19,848,543	\$19,848,543	\$15,825,612	\$4,022,931
Public Safety Emergency Radio System	\$52,096,007	\$52,096,007	\$7,566,374	\$44,529,633
Program Admin costs (General Fund Overhead)	\$625,000	\$625,000	\$26,656	\$598,344
Fire project management	\$575,000	\$250,000	\$0	\$250,000
Bond issuance costs	\$560,000	\$560,000	\$230,999	\$329,001
Program contingency	\$0	\$0	\$0	\$0
<b>TOTALS</b>	<b>\$101,404,550</b>	<b>\$105,834,981</b>	<b>\$32,630,042</b>	<b>\$73,204,939</b>

<u>Resources</u>				
Other cash for Public Safety Emergency Radio Syst	\$3,156,007	\$3,156,007	\$3,156,007	\$0
Public Safety Emergency Radio System replacemer	\$10,000,000	\$10,000,000	\$10,000,000	\$0
GO bond proceeds (2010)	\$72,400,000	\$72,400,000	\$26,662,244	\$45,737,756
GO bond proceeds (1998)	\$0	\$1,620,000	\$1,620,000	\$0
Grants	\$0	\$2,110,000	\$2,110,291	(\$291)
Property sales	\$0	\$696,461	\$0	\$696,461
Miscellaneous	\$0	\$3,970	\$6,362	(\$2,392)
Water and Facilities Services resources for ECC prc	\$15,848,543	\$15,848,543	\$9,681,868	\$6,166,675
Interest earnings	\$0	\$0	\$356,909	(\$356,909)
<b>Total resources</b>	<b>\$101,404,550</b>	<b>\$105,834,981</b>	<b>\$53,593,681</b>	<b>\$52,241,300</b>



# **Fire Apparatus Replacement Project**

## **Quarterly Summary and Finances**





## Fire Apparatus Replacement Project for Period Ending June 30, 2013

Project Status		
Overall	Green	<ul style="list-style-type: none"> <li>• Outfitting of the Heavy Rescue Squad is completed. Apparatus is expected to be put in service in July 2013.</li> <li>• Outfitting of the Tiller Ladder Truck (Truck #3) is completed; apparatus was put in service in June 2013.</li> <li>• Satisfactory progress continues on construction of the two fireboats.</li> </ul>
Schedule	Yellow	The project timeline may experience a slight delay as a result of the Quint pilot project.
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 Fire General Obligation Bond Project Oversight Committee (POC) met on April 11, 2013 to review the project staff's report of the activities for the period ending March 31, 2013. The project's schedule, cost, scope and quality were reported on-track and no significant risks were identified.

#### Executive Summary

In response to the current and future economic forecast of reduced general fund revenue, PF&R was forced to make difficult cuts to its 2013-2014 operational budget. In response to the budget cuts, PF&R is conducting a pilot project of replacing two aerial trucks with two leased Quints, (aerial apparatus with pumping capabilities), to create efficiencies. Implementing Quints, is part of a larger, necessary evaluation of the type and configuration of apparatus that will best meet service delivery needs with reduced funding. While this review is underway, the current apparatus replacement plan is on hold. PF&R expects to make final determination of its apparatus replacement needs by fall 2013.

In the meantime, the outfitting for both the Heavy Rescue Squad and Tiller Ladder Truck (Truck #3) has been completed. The ladder truck was put in service in June and the heavy rescue is expected to be put in service in July.

## Portland Fire & Rescue GO Bond Project Oversight Committee Report

Satisfactory progress continues on the construction of the two fireboats. The contract delivery date of the two fireboats is August 14, 2014.

### Major timelines / milestones

None to report at this time

### Project status / highlights / accomplishments

The internal outfitting for both the Heavy Rescue Squad and the Tiller Ladder Truck is complete.

### Project risks / issues

The project timeline may experience a slight delay as a result the Quint pilot project.

### Problems encountered / how they were dealt with

PF&R CORE Leadership Team is currently evaluating the type and configuration of apparatus that will best meet its service delivery needs within a reduced operational budget.

### Next steps / next quarter projections

Continue work of evaluating type and configuration of apparatus needs.

**Fire & Rescue Apparatus Replacement  
Financial Status Report for Independent Citizen Committees**

	Original Unit Price Estimates	Original Allocations	Acquisition Status	Revised Unit Price Estimates (1)	Revised Allocations	Actual Expenditures (through June 2013)	Remaining Balance
<b>REQUIREMENTS</b>							
Direct Costs							
11 Engines (2)	\$672,000	\$7,392,000		\$640,000	\$7,040,000	\$0	\$7,040,000
4 Ladder Trucks (2)	\$1,261,000	\$5,044,000	1 Complete	\$1,100,000	\$4,400,000	\$1,059,662	\$3,340,338
3 Brush Vehicles	\$223,000	\$669,000		\$200,000	\$600,000	\$0	\$600,000
2 Air / Light Units	\$657,000	\$1,314,000		\$566,000	\$1,132,000	\$0	\$1,132,000
1 Water Tender	\$628,000	\$628,000		\$500,878	\$500,878	\$0	\$500,878
1 Dive Apparatus	\$215,000	\$215,000		\$204,000	\$204,000	\$0	\$204,000
1 Heavy Rescue Squad	\$1,200,000	\$1,200,000	Complete	\$1,127,178	\$1,127,178	\$1,127,178	\$0
2 Fire Boats	\$1,669,000	\$3,338,000	Under Construction	\$2,652,496	\$5,304,991	\$3,685,810	\$1,619,181
4 Rapid Response Vehicles (RRV)	\$0	\$0	Complete	\$55,458	\$221,831	\$221,831	\$0
Total direct costs		\$19,800,000		\$20,530,878	\$6,094,481	\$14,436,397	
Indirect Costs							
Project Management Costs		\$575,000		\$250,000	\$250,000	\$0	\$250,000
Total indirect costs		\$575,000		\$250,000	\$250,000	\$0	\$250,000
<b>TOTAL REQUIREMENTS</b>		\$20,375,000		\$20,780,878	\$6,094,481	\$14,686,397	
<b>RESOURCES</b>							
GO bonds (Original 2010)		\$20,375,000		\$20,375,000	\$4,784,481	\$15,590,519	
Grants - Partial Funding for a Truck, Heavy Rescue Squad and Fire boat equipment (2)				\$1,310,000	(\$579,122)	\$1,310,000	\$0
Transfer from Apparatus to Station 21				(\$579,122)			(\$579,122)
Transfer from Project Mgmt to Station 21				(\$325,000)			(\$325,000)
<b>TOTAL RESOURCES</b>		\$20,375,000		\$20,780,878	\$6,094,481	\$14,686,397	

**Notes:**

- 1) All unit prices are best estimates at this time, except for one truck, the heavy rescue squad, two fire boats, and 4 RRVs
- 2) The Engine and Ladder Truck estimates include internal outfitting costs, ranging from \$30,000 - \$60,000 per engine, \$60,000 - \$100,000 per truck
- 3) Federal grant awards: \$720K Ladder Truck; \$500K Heavy Rescue; \$90K Fire boat equipment



# **Fire Station 21 Project**

## **Quarterly Summary and Finances**



**Fire Station 21 & Boathouse Project  
for Period Ending June 30, 2013**

<b>Project Status</b>		
Overall	<b>Green</b>	<ul style="list-style-type: none"> <li>Portland Fire &amp; Rescue (PF&amp;R) accepted offers for the two surplus properties on Barbur Blvd. (\$300,000) and Beaverton Hillsdale Hwy. (\$400,000). The proceeds will be applied to the Station 21 project. The closing dates for both properties is on track and the sales should be finalized by September/October.</li> <li>The 75% Contract Documents (CDs) were issued June 6<sup>th</sup> by the Design Team and Skanska is currently working on the cost estimate that will be used to develop the GMP or Guaranteed Maximum Price for the new station. The cost estimate/GMP will be presented to the Project Team July 9 per schedule.</li> </ul> <p>The temporary facility consisting of a modular unit and an apparatus shelter has been completed. The final cost was approximately \$248,000, so \$42,000 can be reallocated to the budget. The target move-in date is August 13, 2013.</p>
Schedule	<b>Yellow</b>	The project continues to remain tentatively on schedule.
Cost	<b>Yellow</b>	The project remains tentatively within budget.
Scope	<b>Green</b>	The project remains within its scope.
Quality	<b>Green</b>	The project's quality remains on-track.

**Narrative**

Meetings

The Fire General Obligation Bond Project Oversight Committee (POC) met on April 11, 2013 to review the project staff's report of project activities for the period ending March 31, 2013. The project's scope and quality were reported on-track, however some risks were identified with the project's schedule and cost.

Executive Summary

Significant progress continues on the Station 21 project. The revised design of the station integrating the meeting room into the south end of the fire station has progressed into contract document phase (CD's) consisting of the drawings and specifications for the project. We entered into CD's with two cost estimates –

## Portland Fire & Rescue GO Bond Project Oversight Committee Report

one by the CM/GC and the other by the architect's cost estimator – both confirming that we were on budget. The CM/GC provided another cost estimate at 40% CD's. At which time we identified the catwalk on the west elevation as a potential add alternate valued roughly at \$100,000 to bring us back into budget.

The second Land Use Review has been approved and the early site work permit package has been submitted to the City. Demolition of the existing station is scheduled for mid-August and should take about two weeks. Ground stabilization (compaction grouting) and the insertion of structural piles to support the building is estimated to take three months.

Both surplus properties should close in September or October. Together the proceeds of these two properties will bring between \$600,000 to \$700,000 depending upon realtor fees to the Station 21 project as planned.

Completion of the boathouse project was extended to December 2013 to correct recent findings that require re-engineering. The boathouse plans need to be re-engineered to match the placement of the existing in-water pilings and the underwater truss system needs to be re-engineered from the current 6 foot depth to new 8 foot depth to prevent boat contact and damage to trusses. The new schedule and additional work did not increase the project costs. Overall, the boathouse project is making satisfactory progress. The grant-funded portion of the project, specifically the boathouse float forms, was completed on schedule and the delivery of the steel building package was completed ahead of schedule.

### Major timelines / milestones

- Mid-August (7-13): Council approves construction contract with Skanska. Notice to proceed is issued. Skanska mobilizes and reroutes Esplanade traffic. Demolition of existing station begins and is completed in 10 days. Architects and engineers issue 100% CDs.
- September 11: Installation of structural piles.
- September 26: Compaction grouting begins and continues through December, 2013.
- January 8, 2014: Construction on the station begins
- Monies from the sale of the surplus properties are allocated to the Bond fund.

### Project status / highlights / accomplishments

- Upland station 75% Contract Documentation completed.
- The second Land Use Review application of the upland stations has been approved.
- The early permit package for demolition and site work has been submitted.
- The final lease for the parking lot directly east of the upland station to provide a construction staging area and temporary Esplanade path is ready for signatures.
- The temporary facilities are completed, and ready for occupancy. \$42,000 is returned to the budget.



## Portland Fire & Rescue GO Bond Project Oversight Committee Report

- An evaluation committee selected David Franklin, a Washington state artist, unanimously. Mr. Franklin works with a variety of media including wood, glass, metal, and with lighting. Two percent of the construction budget is required to be spent on artwork. RACC (Regional Arts and Culture Council) manages the artist's contract.
- The project is on track for LEED Gold Certification.
- The boathouse float forms completed, on schedule, in April; the steel building package was delivered in June, two months ahead of schedule

### Project risks / issues

- If the GMP is over budget, negotiations and potentially another value engineering process must occur before agreement on a GMP and approval of a construction contract; this could delay the beginning of construction and add time to the schedule.
- If a GMP cannot be agreed upon with Skanska, the City has the option to openly bid the project after 100% CDs have been completed. This would delay the project a minimum of six months to a year.
- The project contingency held by the City is under 10%, which is low. Normal contingency amount is closer to 15%; however, the CM/GC process was designed to substantially reduce the number of change orders over a design-bid-build project which is the major drain on contingency.
- The catwalk is both an operationally functional element and a significant design feature. We do not want to have to remove it from the project.
- Although the project is on track for LEED Gold, we have a small point cushion.
- Additional regulated building material was located causing an increase of 60% over the estimate for remediation.
- The building permit process delays the beginning of construction.
- High water delays the construction process.
- Unknown conditions below grade could prolong the work and add cost.

### Problems encountered / how they were dealt with

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

### Next steps / next quarter projections

- Skanska develops and submits required safety-related protocols.
- Whelton Architecture finishes 100% CDs and submits for the building permit.
- The GMP is accepted and Skanska proceeds with an approved construction contract into construction, schedule milestones as listed in *major timelines/milestones* above.
- The Project Team will attend weekly construction meetings.
- Emergency responders move into temporary facility August 13<sup>th</sup>.
- Mr. Franklin presents several ideas for the artwork and the committee selects one or more depending on cost of each piece.

**Fire Station 21  
Financial status report for independent citizen committees  
MFOP00038/B70011 and B70012**

	Original budget	Current budget (through June 2013)	LTD actuals Remaining balance
<b>Requirements</b>			
<b>Direct costs</b>			
Construction-Station	\$4,915,000	\$6,010,828	\$21,300
Construction staging area lease	\$0	\$29,400	\$0
Construction-Boathouse	\$0	\$1,898,000	\$1,453,332
Temporary structure/moves	\$11,000	\$248,000	\$229,887
Telecomm	\$44,000	\$73,000	\$13,545
RACC art	\$98,000	\$157,325	\$157,325
<b>Total direct costs</b>	<b>\$5,068,000</b>	<b>\$8,416,553</b>	<b>\$1,875,389</b>
<b>Indirect costs</b>			
Professional services	\$760,000	\$1,124,000	\$648,526
Facilities Services hours	\$659,000	\$879,000	\$264,621
Permits and fees	\$282,000	\$358,000	\$68,278
Miscellaneous	\$101,000	\$31,000	\$29,105
<b>Total indirect costs</b>	<b>\$1,802,000</b>	<b>\$2,392,000</b>	<b>\$1,010,530</b>
<b>Subtotal</b>	<b>\$6,870,000</b>	<b>\$10,808,553</b>	<b>\$2,885,920</b>
<b>Contingency</b>	<b>\$1,030,000</b>	<b>\$1,116,000</b>	<b>\$0</b>
<b>Total</b>	<b>\$7,900,000</b>	<b>\$11,924,553</b>	<b>\$2,885,920</b>
<b>Resources</b>			
GO bonds (2010)-Original for Station21	\$7,900,000	\$7,900,000	\$2,968,000
GO bonds (2010)-Transfer #1 from Fire project management	\$0	\$198,000	\$0
GO bonds (2010)-Transfer #2 from Fire project management	\$0	\$127,000	\$0
GO bonds (2010)-Transfer #1 from Apparatus project - Dive Vans	\$0	\$215,000	\$0
GO bonds (2010)-Transfer #2 from Apparatus project	\$0	\$364,122	\$0
GO bonds (1998)	\$0	\$1,620,000	\$1,620,000
Miscellaneous	\$0	\$3,970	\$2,890
Grants	\$0	\$800,000	\$800,291
Property sales	\$0	\$696,461	\$0
<b>Total</b>	<b>\$7,900,000</b>	<b>\$11,924,553</b>	<b>\$5,391,181</b>
			<b>\$6,533,372</b>

**Radio Replacement Project**  
**Quarterly Summary and Finances**



## Radio Replacement Project Oversight Committee Report as of June, 2013

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*Please note: The following is update information on the project's status and performance only for the quarter from April 1, 2013 through June 30, 2013 .*

### Project Status / Highlights / Accomplishments

The Oversight Committee has met twice via phone conference to receive a briefing on the RFP process and the associated contract negotiations.

The RFP responses were received on March 1, 2013 (Q1). Three vendors responded to the RFP solicitation: Motorola Solutions, TAIT Communications, and Harris Corporation. All three responses were deemed as sufficient for review by Procurement Services.

The proposals were reviewed by a team of evaluators, assisted by a group of technical advisors. The teams consisted of City, County, and external experts, as well as citizen representation from the community. The process was extensive. After a thorough review by the evaluation team, a unanimous decision was to enter into negotiations with Motorola Solutions. A notice of Intent to Award was released on May 15<sup>th</sup>.

PSSRP, Procurement Services, and Legal have been engaged with Motorola in contract negotiations since the first of June. Sessions have been continuing and we project the contract to be approved by Council and signed by all parties around the end of September. This is in line with our current timeline. In order to accommodate the schedule, we will begin some pre-design activities in August.

BTS Communications is still in the process of a detailed coverage study. The "ground" coverage drive-by has been completed. We are awaiting building plans to complete the "in-building" coverage study of 10 (ten) selected buildings within the City limits.

The Project still remains within expected budget norms.

Stakeholder briefings continue to occur, and we are continuing to provide them with information on subscriber units and our projections as to when transition of the system will occur.

### Project Risks / Issues / Problems

The following review highlights the main risks being identified on the project that may affect schedule and/or costs. (Our list of Risks remain the same, with one additional risk identified).

**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:** We will be working with Motorola on a detailed training plan that will mitigate impacts to BOEC operations.

**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. Motorola site visits will verify and contain recommended action where necessary.

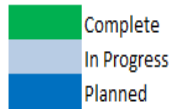
**Risk:** Tower re-build and site work at Walters Hill: Walters Hill was purchased by the City of Portland in 2011. It was known that the building on the site needed to be replaced and the tower currently supporting the antennae at the site – a telephone pole – was inadequate for any future use. The City through a separate Project is working toward permits and tower work at that site. The citizens will have some concerns over the tower height that may delay use of that site.

**Mitigation:** The City Radio project will closely monitor the project of the permits and the timing of the build at Walters Hill. Should it become evident that the site will not be ready at the time the schedule calls for installation of new equipment, we will work with the selected vendor and modify the schedule to work around the delay.

### Major Timelines / Milestones

All engineering tasks are on schedule.

Major Task	2011	2012						2013				2014		2015	
	Jan-Dec	Jan-Feb	Mar-Apr	May-Jun	Jul-Aug	Sept-Oct	Nov-Dec	Jan-Mar	Apr-Jun	Jul-Sep	Oct-Dec	Jan-Jun	Jul-Dec	Jan-Jun	Jul-Dec
Update Inventory Data	Complete														
Hire Engineering Consultant	Complete														
Engineering Analysis		In Progress													
Infrastructure Procurement				In Progress				Planned							
Implement Infrastructure												Planned			
Subscriber Procurement														Planned	



### Next Steps / Next Quarter Projections

During the 3<sup>rd</sup> quarter of 2013, the project will complete the contract process with the selected vendor, and proceed with Detailed Design Review work. Detailed Design is expected to take six (6) months to complete. Work on the planned procurement of subscriber units will continue.

The coverage study for both ground coverage and in-building coverage will be completed and information incorporated into our discussions with the selected vendor.

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

Account	Description	Current budget	LTD actuals Mar 2013	S00008		LTD actuals (through Jun 2013) after closing	Remaining balance*
				S00002 Stabilization	Replacement		
				Apr/May/Jun Expenses			
<b>Requirements</b>							
511100	Full-time Employees	\$1,100,466	\$591,685	\$0	\$46,890	\$638,575	\$461,891
511300	Part-time Employees	\$1	\$651	\$0	\$0	\$651	(\$650)
512000	Overtime	\$0	\$706	\$0	\$0	\$706	(\$706)
513000	Premium Pay	\$45	\$116	\$0	\$12	\$128	(\$83)
514000	Benefits	\$373,635	\$187,101	\$0	\$15,882	\$202,983	\$170,652
<b>Total</b>	<b>Personnel Services</b>	<b>\$1,474,147</b>	<b>\$780,259</b>	<b>\$0</b>	<b>\$62,783</b>	<b>\$843,042</b>	<b>\$631,104</b>
521000	Professional Services	\$9,826,282	\$3,705,240	\$0	\$28,466	\$3,733,706	\$6,092,577
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	\$33,736	\$0	\$0	\$33,736	\$1,766,614
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	\$110,954	\$0	\$0	\$110,954	\$18,997,198
535000	Clothing & Uniforms	\$0	\$0	\$0	\$0	\$0	\$0
539000	Other commodities (external)	\$50	\$309	\$0	\$0	\$309	(\$259)
541000	Education	\$5,089	\$0	\$0	\$0	\$0	\$5,089
542000	Travel (In-town/Out-of-town)	\$43,812	\$26,515	\$0	\$330	\$26,845	\$16,967
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
<b>Total</b>	<b>External Materials &amp; Services</b>	<b>\$33,058,408</b>	<b>\$6,151,461</b>	<b>\$0</b>	<b>\$28,795</b>	<b>\$6,180,256</b>	<b>\$26,878,152</b>
651100	Fleet Services	\$0	\$0	\$0	\$0	\$0	\$0
651200	Printing & Distribution	\$176	\$234	\$0	\$0	\$234	(\$58)
651300	Facilities Services	\$0	\$861	\$0	\$29	\$890	(\$890)
651400	EBS Services	\$0	\$0	\$0	\$0	\$0	\$0
651500	Technology Services	\$1,018,304	\$519,907	\$0	\$22,045	\$541,952	\$476,352
651600	Insurance	\$0	\$0	\$0	\$0	\$0	\$0
652000	Bureau to Bureau Interagencies	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total</b>	<b>Internal Materials &amp; Services</b>	<b>\$1,018,480</b>	<b>\$521,002</b>	<b>\$0</b>	<b>\$22,074</b>	<b>\$543,076</b>	<b>\$475,404</b>
563000 / 599630	Capital Equipment	\$12,357,547	\$0	\$0	\$0	\$0	\$12,357,547
<b>Total</b>	<b>Capital Outlay</b>	<b>\$12,357,547</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$12,357,547</b>
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
<b>Total</b>	<b>Other</b>	<b>\$4,187,425</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$4,187,425</b>
<b>Grand Total</b>		<b>\$52,096,007</b>	<b>\$7,452,722</b>	<b>\$0</b>	<b>\$113,652</b>	<b>\$7,566,374</b>	<b>\$44,529,632</b>
<b>Resources</b>							
GO bonds		\$38,940,000	\$4,803,077	\$0	\$0	\$4,803,077	\$34,136,923
Project cash		\$13,156,007	\$2,649,645	\$0	\$113,652	\$2,763,297	\$10,392,710
<b>Total</b>		<b>\$52,096,007</b>	<b>\$7,452,722</b>	<b>\$0</b>	<b>\$113,652</b>	<b>\$7,566,374</b>	<b>\$44,529,633</b>





# **Emergency Coordination Center Project**

**Quarterly Summary and Finances**

# Emergency Coordination Center Quarterly Report

## 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:

- Coordinates, collects, monitors and distributes damage information and assess impacts.
- Develops overall strategies and policies in support of emergency response and recovery efforts.
- Coordinates the allocation and management of scarce 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 9, 2013

April 3, 2013

July 10, 2103

October 2, 2013

### B. Major timelines / milestones

1. Permit application submitted mid-June 2011.
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 and Phase I (new street construction) and tower footings were completed on 6/22/12. Phase II of construction (building and site improvements) commenced on this date. Phase II required the closure of the 911 Center's main pedestrian entry point

# Emergency Coordination Center Quarterly Report

and its relocation to the north end of the building. Phase II also involved removal of the 911 Center's south parking lot and an on-street parking program was implemented to replace the lost parking spaces during construction.

6. The telecommunications tower work was completed in mid-August.
7. The building floor slab and erection of steel structural frame were completed in late 2012.

## **C. Project risks / issues**

Non currently known.

ECC  
Financial status report for independent citizen committees

Asset/project line item	Current budget	LTD actuals (through June 2013)	Remaining balance
Land	\$1,500,000	\$1,374,988	\$125,012
Main/Services	\$42,878	\$105	\$42,773
<b>Building</b>			
<u>Hard costs</u>			
Construction Services	\$11,543,178	\$10,921,536	\$621,642
Furniture fixtures and equipment	\$480,000	\$0	\$480,000
Moves	\$50,000	\$0	\$50,000
ComNet / IT	\$1,467,698	\$605,771	\$861,927
Other	\$252,720	\$0	\$252,720
Percent for Art	\$220,333	\$220,000	\$333
Total for hard costs	\$14,013,929	\$11,747,307	\$2,266,622
<u>Soft Costs:</u>			
Professional services:	\$1,753,215	\$1,479,137	\$274,078
City staff time			
Project Management	\$713,172	\$443,125	\$270,047
Maintenance technician	\$30,000	\$17,831	\$12,169
BTS Design phase cost	\$64,066	\$65,658	(\$1,592)
WB design and construction phase c	\$150,000	\$156,350	(\$6,350)
Subtotal City staff time	\$957,238	\$682,964	\$274,274
	\$2,710,453	\$2,577,321	
Permits, fees, misc and overhead			
Permits & fees	\$395,591	\$347,731	\$47,860
Misc	\$151,923	\$47,730	\$104,193
General Fund Overhead	\$145,650	\$145,650	\$0
Subtotal permits, fees, misc and overhead	\$693,164	\$541,110	\$152,054
Total for building	\$17,417,546	\$14,450,519	\$2,967,027
Contingency	\$888,119	\$0	\$888,119
Total for project	\$19,848,543	\$15,825,612	\$4,022,931
<b>Resources</b>			
<u>Facilities</u>			
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
Interest earnings	\$0	\$40,874	(\$40,874)
Fund balance	\$73,000	\$73,000	\$0
Total	\$6,653,213	\$6,694,087	(\$40,874)
Cash from BTS for share of tower	\$65,000	\$65,000	\$0
GO bonds	\$4,000,000	\$4,000,000	\$0
Water	\$9,130,330	\$7,004,171	\$2,126,159
Total	\$19,848,543	\$17,763,258	\$2,085,285