



CITY OF PORTLAND
OFFICE OF MANAGEMENT AND FINANCE

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TO: Fred Miller, Chief Administrative Officer

FROM: Kirk Hall
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SUBJECT: GO Bond Independent Citizen Committee Quarterly Report
For the Period ending June 30, 2014

DATE: September 9, 2014

With this memo, the Independent Citizen Committee (ICC) is pleased to convey its quarterly report to Fred Miller, the Chief Administrative Officer for the City of Portland. This report provides information through the quarter ending June 30, 2014.

The ICC has been holding quarterly meetings since its inception in Feb. 2011. In each meeting, City staff update the citizen members about ICC activities from the preceding fiscal quarter. Aaron Beck, OMF Business Operations Division, provides status updates for the GO Bond fund, debt sales and expenditure projections. Then staff and/or Project Oversight Committee (POC) members from each of the four GO Bond-funded projects (Fire Station 21, Fire Apparatus, Emergency Coordination Center, and PSSRP Radio project) provide updates on the progress of the respective projects. The POC for the Emergency Coordination Center made its last update during the May 2014 meeting, since the project was complete at that point.

The ICC members have reviewed the quarterly reports submitted by the POCs to the ICC and we concur with their findings, which are summarized below.

1. Executive Summary

a) Public Safety GO Bond Fund – Program budget and actual expenses

The fund is in sound financial condition. The program's financial needs are being met through GO Bond proceeds received from debt sales in May 2011 and March 2014. Each project is progressing according to its budget with no serious exceptions. While there are some delays in the progress of the different projects, this does not negatively impact the status of the overall fund.

The third and final debt sale is still projected for the first quarter of FY 2015-16.

b) Project Oversight Committees

Each of the four projects is overseen by a citizen POC. Each POC reviewed and approved the quarterly reports sent to the ICC.

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c) Projects

As of June 30, 2014, the Emergency Coordination Center project is complete and the other three projects are on schedule and within scope. Furthermore, except as specifically discussed below, the projects are progressing within budget.

2. Major Accomplishments

a) Apparatus

Three tiller trucks have been ordered, one Quint apparatus has been purchased, and one Quint apparatus has been ordered. The purchasing procedures are complete for the quint apparatus. One fireboat is currently undergoing sea trials and the other fireboat is being assembled. The fireboat contract has been extended to allow ample time for full project completion. The tiller trucks are now ordered. Specifications for the rehab trucks are nearing completion.

b) Station 21

Construction is over 50% complete and the demolition permit was closed out. Although the in-ground work is complete, the early sitework permit will be closed out with the rest of the building permit per the Bureau of Development Services (BDS). The structural steel was topped out July 1. Boathouse electrical work is complete. The concrete masonry unit walls are complete, and the project is still on track for LEED Gold Certification.

c) Emergency Radio

Major changes on the design include the Arrowwood Site being changed from an IR site (intelligent repeater site) to as a simulcast site as part of the West simulcast loop, this will increase capacity in this area and is appropriate given the current load on that site. All engineering tasks are on schedule. As noted, the project is slightly behind the original timeline due to protracted contract negotiations. We expect Detailed Design Review (DDR) to be completed during the first full week in May. A detailed schedule will be available at that time.

d) Emergency Coordination Center

Complete.

3. Critical Issues and Risks

a) Apparatus

The process to put the engine specifications in to the Request for Proposal (RFP) format will take several weeks to complete. From there, the RFP process will take additional time until a vendor is identified to build these apparatus.

b) Station 21

Appeal to BDS concerning ADA requirement for kitchen counters was successful. Portland Fire & Rescue agreed to make ADA accommodations to counter height if necessitated by future station residents. Although the project is on track for LEED Gold, we still have a small point cushion. At the end of May, 43 design credits were submitted to the LEED review organization, 22 credits listed as "pending," and additional information was requested. Although this type of request is not unusual, the total number of credits that will be approved is still uncertain. Credits associated with construction will be submitted for review once construction is complete. Change orders going forward will likely be due to architectural/engineering coordination issues discovered through Requests for Information (RFIs) or submittals, additional City requirements, or scope adjustments to achieve LEED credits.

c) Emergency Radio

One impact on the installation of the consoles comes from space restrictions on the dispatch floor, due to the size of computer platforms. 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 or towers that are used by the radio system, some sites could potentially be unavailable to the new system. Tower construction and site work at Walters Hill: Walters Hill was purchased by the City in 2011. It was known that the building on the site needed to be replaced and the telephone pole currently supporting the antennae at the site was inadequate for any future use. The City

through a separate project managed by BTS has submitted land use permit applications to the City of Gresham.

d) Emergency Coordination Center

Complete.

4. Upcoming Milestones

a) Apparatus

Finalize the ordering of approved apparatus and continue work of evaluating type and configuration of apparatus needs.

b) Station 21

The exterior of the building will be enclosed by the end of Aug.; the metal panel system, the dark brick veneer, and the roofing system will be installed. Interior build out will continue through August with careful coordination with mechanical, electrical including low voltage, and plumbing installations. Interior finishes will continue through Sept. and Oct. The artwork (screen) will be installed in Sept. Work is estimated to be 90% complete by mid-Oct.

c) Emergency Radio

During the third quarter of 2014, the project will place orders with Motorola for manufacturing of infrastructure equipment, and participate in factory (staging) testing at Schaumburg, IL. Equipment is scheduled to begin shipping near the end of Sept. 2014. Rollout of mobile and portable radio units will continue.

d) Emergency Coordination Center

Complete.

Dashboard

This table tracks and summarizes the progress of all four projects and POCs.

Key:



Green: On target, good



Yellow: Caution, objectives threatened



Red: Serious issues, corrective action needed



Up: Positive changes, outweigh negatives



Equal: No net change



Down: Negative changes, outweigh

| | Prior Rating | Direction | Current Rating | Comments |
|--------------------------------------|--------------|-----------|----------------|---|
| Apparatus | | | | <ul style="list-style-type: none"> Satisfactory progress continues on construction of the two fireboats. PF&R has opted to purchase one of the two leased Quint apparatus (quintuple combination pumper) and ordered a second, custom designed Quint. The lease on the second Quint will continue through the end of the year until the new Quint is delivered. Finalizing the purchases is in process. Specifications for the three tillered aerial trucks are complete and the order has been placed. Specifications for the rehab/air/light units are being finalized and proposed pricing is in process. The Request for Information (RFI) results for the engines have been received from three manufacturers. This information is currently being evaluated and will be used for the Request for Proposal (RFP) to order these apparatus. Specifications for the RFP are in the preliminary stage. |
| Station 21 | | | | <ul style="list-style-type: none"> The electrical and low voltage work for the boathouse is complete. The project remains on schedule with construction at 57% complete. Substantial completion, which results in a certificate of occupancy, is scheduled for November 21, 2014. Completion of the artwork remains on schedule for September installation. |
| Emergency Radio | | | | <ul style="list-style-type: none"> Detailed Design Review (DDR) has been completed and review of documentation is complete. Major changes on the design include the Arrowwood Site being changed from an IR site (intelligent repeater site) to as a simulcast site as part of the West simulcast loop, this will increase capacity in this area and is appropriate given then current load on that site. Two sites will receive new shelters, which have been purchased and have been renovated while awaiting permit and site preparation work. Federal Engineering (FE) continues to perform a fact check through reports on the DDR meetings. The Project still remains within expected budget norms. The change order document created due to DDR discussions also was used to adjust the overall contract price, producing an aggregate reduction in the contract from \$18.3 million to \$16.9 million. Stakeholder briefings continue with a quarterly briefing to them in early June, 2014. Part of that briefing provided information on the bulk purchase of radios from Motorola, amounting to \$10.5 million in portable and mobile devices, as well as ancillary equipment. Progress has been made on the Gresham Butte (Walters Hill) site. Representatives from the City of Gresham, City of Portland, and consultants from both parties have been meeting to determine alternate locations, methods, heights, and possible foliage removal. Our original application was withdrawn and is scheduled for re-submission in July. |
| Emergency Coordination Center | | | | <ul style="list-style-type: none"> Complete |