

BEFORE THE METRO COUNCIL

AN ORDINANCE AMENDING ORDINANCE)
NO. 93-487A REVISING THE FY 1993-94)
BUDGET AND APPROPRIATIONS)
SCHEDULE FOR THE PURPOSE OF)
APPROPRIATING FUNDS TO CONSULT)
WITH BUSINESS AND CIVIC LEADERS AND)
DEVELOP RECOMMENDATIONS)
REGARDING GREENSPACES ACQUISITION)
CAPITAL IMPROVEMENT AND)
OPERATIONS FUNDING OPTIONS)

ORDINANCE NO. 93-516A

Introduced by Rena Cusma,
Executive Officer

WHEREAS, The Metro Council has reviewed and considered the need to transfer appropriations within the FY 1993-94 Budget; and

WHEREAS, The need for a transfer of appropriation has been justified; and

WHEREAS, Oregon Budget Law, ORS 294.450(3), allows for the transfer of appropriation from the General Fund to any other fund during the fiscal year; and

WHEREAS, Adequate funds exist for other identified needs; now, therefore,

THE METRO COUNCIL HEREBY ORDAINS:

1. That Ordinance No. 93-487A, Exhibit B, FY 1993-94 Budget, and Exhibit C, Schedule of Appropriations, are hereby amended as shown in the column titled "Revision" of Exhibits A and B to this Ordinance for the purpose of transferring \$8,500 from the General Fund to the Greenspaces Planning division of the Regional Parks and Expo Fund to fund a personal services agreement with a private firm to consult with business and civic leaders in the region and development recommendations for funding a Greenspaces acquisition and capital improvement program.


2. This Ordinance being necessary for the immediate preservation of the public health, safety and welfare, in order to meet obligations and comply with Oregon Budget Law, an emergency is declared to exist, and this Ordinance takes effect upon passage.

ADOPTED by the Metro Council this 9th day of December, 1993.



Judy Wyers, Presiding Officer

ATTEST:



Clerk of the Council

kr:ord93-94:greenfp:ORD.DOC
November 18, 1993

Exhibit A
Ordinance No. 93-516A
Revised November 12, 1993

FISCAL YEAR 1993-94		CURRENT BUDGET		REVISION		PROPOSED BUDGET	
ACCT #	DESCRIPTION	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT
Council							
Total Personal Services		10.00	987,165	0.00	0	10.00	987,165
<u>Materials & Services</u>							
521100	Office Supplies		7,100		0		7,100
521320	Dues		750		0		750
524110	Accounting & Auditing Services		45,000		0		45,000
524190	Misc. Professional Services		20,000		(8,500)		11,500
525640	Maintenance & Repairs Services-Equipment		1,000		0		1,000
525740	Lease Payments		11,696		0		11,696
526200	Ads & Legal Notices		1,300		0		1,300
526310	Printing Services		3,200		0		3,200
526410	Telephone		900		0		900
526440	Delivery Services		700		0		700
526500	Travel		6,000		0		6,000
526800	Training, Tuition, Conferences		4,000		0		4,000
528100	License, Permits, Payments to Other Agencies		16,300		0		16,300
529120	Councilor Expenses		24,600		0		24,600
529500	Meetings		7,000		0		7,000
Total Materials & Services			149,546		(8,500)		141,046
Total Capital Outlay			4,000		0		4,000
TOTAL EXPENDITURES		10.00	1,140,711	0.00	(8,500)	10.00	1,132,211

General Fund:General Expenses

<u>Interfund Transfers</u>							
581513	Trans. Indirect Costs to Bldg. Fund-Regional Center		163,504		0		163,504
581610	Trans. Indirect Costs to Support Svcs. Fund		488,647		0		488,647
581615	Trans. Indirect Costs to Risk Mgmt. Fund-Gen'l		2,173		0		2,173
581615	Trans. Indirect Costs to Risk Mgmt. Fund-Workers' Comp		8,238		0		8,238
583610	Trans. Direct Costs to Support Svcs. Fund		40,000		0		40,000
583615	Trans. Direct Costs to Risk Management Fund		14,429		0		14,429
<u>Excise Tax Transfers</u>							
582140	Trans. Resources to Planning Fund		1,780,738		0		1,780,738
582513	Trans. Resources to Building Mgmt. Fund		58,869		0		58,869
582610	Trans. Resources to Support Svcs. Fund		70,000		0		70,000
582160	Trans. Resources to Reg. Parks/Expo Fund-Greenspaces		558,172		8,500		566,672
582160	Trans. Resources to Reg. Parks/Expo Fund-Parks		80,000		0		80,000
Total Interfund Transfers			3,264,770		8,500		3,273,270
<u>Contingency and Unappropriated Balance</u>							
599999	Contingency		427,500		0		427,500
599990	Unappropriated Fund Balance		267,665		0		267,665
Total Contingency and Unapp. Balance			695,165		0		695,165
TOTAL EXPENDITURES		16.00	5,915,414	0.00	0	16.00	5,915,414

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FISCAL YEAR 1993-94		CURRENT BUDGET		REVISION		PROPOSED BUDGET	
ACCT #	DESCRIPTION	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT
Regional Parks and Expo Fund:Resources							
<u>Resources</u>							
REGIONAL PARKS AND EXPO							
322000	Boat Ramp Use Permit		2,000		0		2,000
338000	Local Gov't Shared Revenues-R.V. Registration Fees		28,330		0		28,330
338200	Local Gov't Shared Revenues-Marine Fuel Tax		140,929		0		140,929
339200	Intergovernmental Revenue		187,372		0		187,372
341700	Grave Openings		105,698		0		105,698
341710	Cemetery Sales		40,214		0		40,214
347100	Admissions		349,215		0		349,215
347110	User Fees		23,594		0		23,594
347120	Reservation Fees		137,866		0		137,866
347220	Rental-Buildings		472,000		0		472,000
347300	Food Service		432,686		0		432,686
347830	Contract Revenue		708,000		0		708,000
347900	Other Miscellaneous Revenue		210,084		0		210,084
347960	Boat Launch Fees		111,025		0		111,025
361100	Interest Earned		41,151		0		41,151
373500	Sale of Proprietary Assets		15,264		0		15,264
374000	Parking Fees		520,000		0		520,000
391010	Trans. of Resources from General Fund		80,000		0		80,000
GREENSPACES PLANNING							
331110	Federal Grants						
	National Parks Service		25,000		0		25,000
	U.S. Fish & Wildlife Service		870,100		0		870,100
	U.S. Fish & Wildlife Service (Year 4)		125,000		0		125,000
337210	Local Grants						
	City of Portland, IPA/EPA		27,500		0		27,500
	Local governments		10,000		0		10,000
365100	Donations & Bequests		5,500		0		5,500
391010	Trans. of Resources from General Fund-Excise Tax		558,172		8,500		566,672
391140	Trans. Resources from Planning Fund		114,500		0		114,500
393761	Trans. Direct Costs from Smith & Bybee Lakes Fund		18,700		0		18,700
TOTAL RESOURCES			5,359,900		8,500		5,368,400

Exhibit A
Ordinance No. 93-516A
Revised November 12, 1993

FISCAL YEAR 1993-94		CURRENT BUDGET		REVISION		PROPOSED BUDGET	
ACCT #	DESCRIPTION	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT
Regional Parks Division							
	Total Personal Services	36.84	1,246,756	0.00	0	36.84	1,246,756
	Total Materials & Services		704,713		0		704,713
	Total Capital Outlay		11,945		0		11,945
	TOTAL EXPENDITURES	36.84	1,963,414	0.00	0	36.84	1,963,414

Expo Center Division

	Total Personal Services	8.50	378,807	0.00	0	8.50	378,807
	Total Materials & Services		568,048		0		568,048
	Total Capital Outlay		168,970		0		168,970
	TOTAL EXPENDITURES	8.50	1,115,825	0.00	0	8.50	1,115,825

Greenspaces Planning Division

	Total Personal Services	6.31	352,921	0.00	0	6.31	352,921
	Materials & Services						
521100	Office Supplies		2,976		0		2,976
521110	Computer Software		2,295		0		2,295
521111	Computer Supplies		2,015		0		2,015
521240	Graphics/Reprographic Supplies		750		0		750
521260	Printing Supplies		1,000		0		1,000
521310	Subscriptions		1,750		0		1,750
521320	Dues		575		0		575
524130	Promotion/Public Relation Services		10,000		0		10,000
524190	Miscellaneous Professional Services		971,600		33,500		1,005,100
525710	Equipment Rental		500		0		500
526200	Ads & Legal Notices		30,000		0		30,000
526310	Printing Services		97,500		(12,500)		85,000
526320	Typesetting & Reprographics Services		17,000		0		17,000
526410	Telephone		4,000		0		4,000
526420	Postage		60,000		(12,500)		47,500
526440	Delivery Services		800		0		800
526500	Travel		4,300		0		4,300
526700	Temporary Help Services		800		0		800
526800	Training, Tuition, Conferences		2,725		0		2,725
529500	Meetings		4,100		0		4,100
	Total Materials & Services		1,214,686		8,500		1,223,186
	Total Capital Outlay		52,500		0		52,500
	TOTAL EXPENDITURES	6.31	1,620,107	0.00	8,500	6.31	1,628,607

Exhibit A
Ordinance No. 93-516A
Revised November 12, 1993

FISCAL YEAR 1993-94		CURRENT BUDGET		REVISION		PROPOSED BUDGET	
ACCT #	DESCRIPTION	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT
Regional Parks and Expo Fund:General Expenses							
<u>Interfund Transfers</u>							
581610	Trans. Indirect Costs to Supp. Svcs. Fun		370,554		0		370,554
581615	Trans. Indirect Costs to Risk Mgmt Fund-Liability		43,000		0		43,000
581615	Trans. Indirect Costs to Risk Mgmt Fund-Worker Comp		35,000		0		35,000
581513	Trans. Indirect Costs to Bldg Mgmt Fund		30,000		0		30,000
583751	Transfer Direct Costs to MERC Admin. Fund		70,000		0		70,000
Total Interfund Transfers			548,554		0		548,554
<u>Contingency and Unappropriated Balance</u>							
599999	Contingency		112,000		0		112,000
Total Contingency and Unappropriated Balance			112,000		0		112,000
TOTAL EXPENDITURES		51.65	5,359,900	0.00	8,500	51.65	5,368,400

Exhibit B
Schedule of Appropriations
Ordinance No. 93-516A
Revised November 12, 1993

	Current Appropriation	Revision	Proposed Appropriation
GENERAL FUND			
Council			
Personal Services	987,165	0	987,165
Materials & Services	149,546	(8,500)	141,046
Capital Outlay	4,000	0	4,000
Subtotal	1,140,711	(8,500)	1,132,211
Executive Management			
Personal Services	343,248	0	343,248
Materials & Services	79,532	0	79,532
Capital Outlay	0	0	0
Subtotal	422,780	0	422,780
Office of Government Relations			
Personal Services	67,538	0	67,538
Materials & Services	74,450	0	74,450
Capital Outlay	0	0	0
Subtotal	141,988	0	141,988
Special Appropriations			
Materials & Services	250,000	0	250,000
Subtotal	250,000	0	250,000
General Expenses			
Interfund Transfers	3,264,770	8,500	3,273,270
Contingency	427,500	0	427,500
Subtotal	3,692,270	8,500	3,700,770
Unappropriated Balance	267,665	0	267,665
Total Fund Requirements	5,915,414	0	5,915,414
REGIONAL PARKS AND EXPO FUND			
Regional Parks			
Personal Services	1,246,756	0	1,246,756
Materials & Services	704,713	0	704,713
Capital Outlay	11,945	0	11,945
Subtotal	1,963,414	0	1,963,414
Expo Center			
Personal Services	378,807	0	378,807
Materials & Services	568,048	0	568,048
Capital Outlay	168,970	0	168,970
Subtotal	1,115,825	0	1,115,825
Greenspaces Planning			
Personal Services	352,921	0	352,921
Materials & Services	1,214,686	8,500	1,223,186
Capital Outlay	52,500	0	52,500
Subtotal	1,620,107	8,500	1,628,607

Exhibit B
Schedule of Appropriations
Ordinance No. 93-516A
Revised November 12, 1993

	Current Appropriation	Revision	Proposed Appropriation
REGIONAL PARKS AND EXPO FUND (continued)			
General Expenses			
Interfund Transfers	548,554	0	548,554
Contingency	112,000	0	112,000
Subtotal	660,554	0	660,554
Total Fund Requirements	5,359,900	8,500	5,368,400

All Other Appropriations Remain As Previously Adopted

FINANCE COMMITTEE REPORT

ORDINANCE NO. 93-516A REVISING THE FY 1993-94 BUDGET AND APPROPRIATIONS SCHEDULE FOR THE PURPOSE OF APPROPRIATING FUNDS TO CONSULT WITH BUSINESS AND CIVIC LEADERS AND DEVELOP RECOMMENDATIONS REGARDING GREENSPACES ACQUISITION, CAPITAL IMPROVEMENT AND OPERATIONS FUNDING OPTIONS

Date: November 30, 1993

Presented By: Councilor Devlin

COMMITTEE RECOMMENDATION: At its November 23, 1993 meeting the Committee voted 2 to 1 to recommend Council adoption of Resolution No. 93-516A. Voting in favor were Councilors Devlin and Monroe voting opposed was Councilor Kvistad. Councilors Buchanan and Van Bergen were excused.

COMMITTEE DISCUSSION/ISSUES: Don Carlson, Council Administrator, gave the Staff Report. He indicated the Governmental Affairs Committee had acted on the ordinance to recommend Council approval as amended. That Committee's action was taken after the Chair of the Finance Committee communicated to the Governmental Affairs Committee Chair to move the ordinance out of Committee (See Attachment 1 to this report). Mr. Carlson stated the ordinance amends the Council Department budget to transfer \$8,500 from the Miscellaneous Professional Services line item to the same line item in the Greenspaces Planning Division in the Regional Parks and Expo Fund. The ordinance also adjusts several other Materials and Services line items in the latter Fund to put sufficient resources in the Greenspaces Planning Division budget to undertake the work proposed. The ordinance amends the Appropriations Schedule accordingly.

In response to a question from the Committee, Mr. Carlson indicated that the Council Department budget looked to as a source of funding for this project at the request of the Presiding Officer. He indicated that use of the \$8,500 should not seriously hamper the work of the Council. If additional funds are needed for the Council in the future, it always has the option to transfer funds from the General Fund Contingency at a later time.

Councilor Kvistad indicated he was opposed to using Council Department funds in this manner and expressed concerns about the appropriateness of this project.



ATTACHMENT 1

(Fin. Comm. Rpt/93-5I5A)

METRO

Date: November 16, 1993
To: Mike Gates, Governmental Affairs Committee Chair
From: Rod Monroe, Finance Committee Chair *Rm*
Re: Ordinance No. 93-516 Amending the FY 93-94 Budget and Appropriations Schedule to Fund Consultant for Developing Greenspaces Funding Options

It is the understanding of the Finance Committee that your Committee has tabled Ordinance No. 93-516 because the Scope of Work for the contract has been defined such that the original amount of anticipated funds has been substantially reduced. It is also the understanding of the Finance Committee that the Presiding Officer has requested information from the Council Administrator about using Council Department funds to pay for up to \$8,500 of this proposed contract (see attached memo dated November 3, 1993 from the Presiding Officer). Since it appears that the Scope of Work calls for a contract of \$53,500 and additional funds in the amount of \$8,500 are needed to pay for the work, the Finance Committee recommends that the appropriate budgets and Schedule of Appropriations be amended accordingly.

The Committee has instructed me to request that Governmental Affairs take Ordinance No. 93-516 from the table and either amend it to authorize the additional \$8,500 in the Greenspaces Planning program or pass it along the Finance Committee without recommendation.

If you have any questions or need additional information, please contact either Don Carlson or me at your convenience.

cc: Metro Council
Dick Engstrom
Jennifer Sims
Andy Cotugno
Casey Short

93-516 RdM.memo



METRO

ATTACHMENT 2
(Fin.Comm.Rpt/93-516A)

Date: November 16, 1993
To: Judy Wyers, Presiding Officer
From: Donald E. Carlson, Council Administrator *DE*
Re: Amending Ordinance No. 93-516 to Fund Greenspaces Funding Options Consultant

As you know the Finance Committee has requested that the Governmental Affairs Committee take Ordinance No. 93-516 off the table and either amend it to add the \$8,500 to the Greenspaces Planning program budget or pass it along to the Finance Committee without recommendation (see attached memo from R. Monroe to M. Gates).

In response to your request I have had the Finance Office prepare the necessary exhibits to take the \$8,500 from the Council Department budget and transfer it to the Greenspaces Planning program budget. As you can see the \$8,500 is taken from the Miscellaneous Professional Services line item in the Materials and Services category of the Council Department budget. The original budgeted amount in the line item is \$20,000. To date we have spent \$6,037 (\$4,800 on the Brand contract; and \$1,237 on the remaining part of the Isaacs contract) and have a balance of \$13,963. Using the \$8,500 for the Greenspaces work would leave a balance of \$5,463 in this line item.

The only potential item of expenditure for this line item that I know of at this time is a possible contract with a facilitator for Council Staff which should not take more than \$1,200.

Please let me know if this is the approach you want to take or if you have any questions or need additional information.

cc: Governmental Affairs Committee
Finance Committee
Casey Short

GOVERNMENTAL AFFAIRS COMMITTEE REPORT

ORDINANCE NO. 93-516A, REVISING THE FY 1993-94 BUDGET AND APPROPRIATIONS SCHEDULE FOR THE PURPOSE OF APPROPRIATING FUNDS TO CONSULT WITH BUSINESS AND CIVIC LEADERS AND DEVELOP RECOMMENDATIONS REGARDING GREENSPACES ACQUISITION CAPITAL IMPROVEMENT AND OPERATIONS FUNDING OPTIONS.

Date: November 23, 1993

Presented by: Councilor Gardner

COMMITTEE RECOMMENDATION: At its November 18, 1993 meeting the Governmental Affairs Committee voted 3-0 to recommend Council adoption of Ordinance No. 93-516A. Voting were Councilors Gardner, Hansen, and Wyers. Councilors Gates and Moore were excused.

COMMITTEE DISCUSSION/ISSUES: Ordinance No. 93-516 originally contained provision for adding up to \$35,000 to a \$45,000 contract for a consultant to consult with business and civic leaders, and conduct additional research, regarding the Greenspaces program. It was before the Governmental Affairs Committee on November 4, and was tabled at that meeting. This action was taken because the consultant selection panel recommended only \$8,500 in additional funds for the contract. Those funds were identified within the Council Department budget, and a budget amendment was not required to allocate those funds to this contract. Subsequently, the Finance Committee Chair requested the Governmental Affairs Committee to reconsider the item and forward it to the Finance Committee for its consideration.

At the November 18 meeting, the committee voted 3-0 to remove the ordinance from the table. Planning Director Andy Cotugno explained that an additional \$8,500 was requested from the Council Department in the General Fund, to increase the total amount of the contract from \$45,000 to \$53,500. The additional funds would be used to increase the size of a poll from 400 to 800 respondents, and to provide for two focus groups. The larger poll size will give useful information on sub-regions within the Metro area, and the smaller sample would not produce sub-regional information. the focus groups would provide for face-to-face interviews of small, demographically representative groups to give information in greater detail than could be obtained in a telephone poll. Mr. Cotugno said the first issue to be addressed is whether the extra work items are worth the extra expense; if it is, how to move the money is merely a mechanical question.

Councilor Gardner said he understood one advantage of transferring the funds through a budget amendment would be to allow the contract to be managed by one person, in the Regional Parks/Expo Fund, rather than have the Council Administrator also involved in managing the contract. Councilor Wyers asked whether there was any assurance that the contractor would use the extra

funds for the work stipulated, or if it would just be added to their total income. Regional Planning Supervisor Pat Lee responded that the additional items would be added to the scope of work, and the contractor would be responsible for doing the extra work. Mr. Cotugno added that the polling would be done soon, at the front end of the contract. The focus groups would come near the end, and if it were decided not to do that piece of work, the money would not be spent.

Councilor Wyers said she supported the extra work items because they would help provide the Council with better information.

Councilor Wyers moved to amend Ordinance 93-516 to substitute the exhibits contained in Don Carlson's November 16 memo to the Presiding Officer for those in the original ordinance, and to direct staff to incorporate any necessary changes in the text of the ordinance. Following approval of Councilor Wyers' motion and a motion to recommend approval of the amended ordinance, Mr. Cotugno said he intended to execute the contract with the consultant for the full amount, but with a letter advising them not to proceed with the additional work items until notified in writing that the additional funds had been authorized.

STAFF REPORT

CONSIDERATION OF ORDINANCE NO 93-516 AMENDING ORDINANCE 93-487A REVISING THE FY 1993-94 BUDGET AND APPROPRIATIONS SCHEDULE FOR THE PURPOSE OF APPROPRIATING FUNDS TO CONSULT WITH BUSINESS AND CIVIC LEADERS AND DEVELOP RECOMMENDATIONS REGARDING GREENSPACES ACQUISITION CAPITAL IMPROVEMENT AND OPERATIONS FUNDING OPTIONS

Date: October 4, 1993

Presented By: Andy Cotugno

PROPOSED ACTION

This Ordinance would amend the FY 1993-94 Budget to appropriate \$35,000 from General Fund Contingency to the Regional Parks and Greenspaces Fund, Miscellaneous Professional Services line item, to assist in funding a personal services agreement with a private firm to consult with business and civic leaders in the region and develop recommendations for funding a Greenspaces acquisition and capital improvement program and operations assuming an acquisition revenue stream is available.

FACTUAL BACKGROUND AND ANALYSIS

Resolution 93-1844A, adopted September 23, 1993, stated the Metro Council's intent to refer a Greenspaces acquisition and capital improvement bond measure to the voters in 1994 and directed staff "... to establish a process to consult with business and civic leaders for recommendations on the particular election date and bond measure amount, and return to the Metro Council by October 15, 1993 with a specific recommendation on the consultation process."

Staff recommend that the consultation process include one on one interviews with business and civic leaders and establishment of a "Blue Ribbon Committee" of recognized public policy shapers to specifically investigate and recommend bond details and/or other funding options for the Greenspaces Program to the Executive Officer and Metro Council. The consultant is expected to conduct the interviews, recommend potential members of the Blue Ribbon Committee, facilitate the Blue Ribbon Committee, including meeting organization and logistics, agenda development and minute taking, conduct a public opinion survey, and prepare a final report including analysis of the results of interviews and opinion survey, and articulating final recommendations of the Blue Ribbon Committee.

The specific scope of work is included in the "Request For Proposals" (RFP) which is scheduled for review by the Council Government Affairs Committee on October 7, 1993. Total cost for consultant services as presented in the RFP is \$80,000. Of this amount, \$45,000 is proposed to be reallocated within the materials and services category of the adopted FY 1993-94 Regional Parks and Greenspaces Fund. This does not require a budget action by the Council. The remaining \$35,000 is proposed to be drawn from the General Fund contingency line item. The General Fund Transfer is the subject of this budget amendment ordinance.

Staff strongly recommend that the RFP and budget amendment ordinance be considered jointly. In order to accomplish this, the following process is being pursued. Should the Government Affairs Committee authorize at the October 7 meeting, staff will release the RFP for an eighteen day period. Filing of this ordinance proposing a budget amendment allows first reading at the Metro Council on October 14. If referred by the Council, the budget amendment ordinance would be before the Council Finance Committee on October 27 and return to the full Council for final

action on November 11 (or the alternate date established by the Council since the 11th is Veterans Day). A selection committee will evaluate the proposals for consultant services and recommend award of the contract by the agenda filing deadline for the November 11/alternate Council meeting. This timing allows actions concerning the scope of work, funding level, consultant selection and budget amendment to all occur at the same Council meeting.

The Metropolitan Greenspaces Policy Advisory Committee was informed of the pending RFP at the September 29, 1993 meeting. Although no formal Greenspaces Technical and Policy Advisory Committee review and recommendation is required, it is staff's intent to review the RFP and budget amendment ordinance in more detail at the scheduled October 15 (TAC) and October 27 (PAC) meetings for comment.

EXECUTIVE OFFICER'S RECOMMENDATION

The Executive Officer recommends approval of Ordinance No. 93-516.

PL/erb
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CAPITAL IMPROVEMENT AND)
OPERATIONS FUNDING OPTIONS)

ORDINANCE NO. 93-516A

Introduced by Rena Cusma,
Executive Officer

WHEREAS, The Metro Council has reviewed and considered the need to transfer appropriations within the FY 1993-94 Budget; and

WHEREAS, The need for a transfer of appropriation has been justified; and

WHEREAS, Oregon Budget Law, ORS 294.450(3), allows for the transfer of appropriation from the General Fund to any other fund during the fiscal year; and

WHEREAS, Adequate funds exist for other identified needs; now, therefore,

THE METRO COUNCIL HEREBY ORDAINS:

1. That Ordinance No. 93-487A, Exhibit B, FY 1993-94 Budget, and Exhibit C, Schedule of Appropriations, are hereby amended as shown in the column titled "Revision" of Exhibits A and B to this Ordinance for the purpose of transferring ~~[\$35,000]~~ \$8,500 from the General Fund to the Greenspaces Planning division of the Regional Parks and Expo Fund to fund a personal services agreement with a private firm to consult with business and civic leaders in the region and development recommendations for funding a Greenspaces acquisition and capital improvement program.

2. This Ordinance being necessary for the immediate preservation of the public health, safety and welfare, in order to meet obligations and comply with Oregon Budget Law, an emergency is declared to exist, and this Ordinance takes effect upon passage.

ADOPTED by the Metro Council this _____ day of _____, 1993.

Judy Wyers, Presiding Officer

ATTEST:

Clerk of the Council

kr:ord93-94:greenrtp:ORD.DOC
November 18, 1993

**REQUEST FOR PROPOSALS
GREENSPACES ACQUISITION AND CAPITAL IMPROVEMENT FUNDING MEASURE**

I. KEY OBJECTIVES

This project is intended to identify key issues and develop recommendations related to community support of a potential land acquisition and capital improvement funding measure that would assist implementation of the Metropolitan Greenspaces Master Plan. Voters in the Metro region turned down a \$200 million general obligation bond measure at the polls in November of 1992. At this time, Greenspaces advisors and the Metro Council are exploring options available to Metro for a potential future bond referral or alternative funding mechanisms. With completion of this work, citizens and civic leaders of the region will have substantial information for discussion of the options available to Metro, and the Metro Council will have a solid basis for making a decision on policies and procedures related to potential funding measure(s).

Consultant assistance is sought to: 1) survey community and business leaders on key issues related to natural area acquisition and protection; 2) facilitate establishment of a Blue Ribbon Committee that will analyze and resolve problems related to these key issues; 3) conduct a public opinion survey to evaluate voter sentiment relating to key issues; 4) develop a final report and recommendations to policy-makers on a course of action related to a potential funding measure.

Recommendations from the Blue Ribbon Committee to the Metro Council should address the following questions as a minimum, along with any comments on related matters the Committee deems appropriate:

- The Metro Council currently considers a general obligation bond measure to be the appropriate technique to raise funds for an acquisition and capital improvements program. Is this the most feasible option for a significant acquisition and capital improvement program to implement assembly of the regional greenspaces system as outlined in the regional Greenspaces Master Plan?
- What is the appropriate amount of a general obligation bond measure, if that is the recommended technique?
- When would be the best time for referring a measure to the voters of the region?
- If recommended, should a general obligation bond measure be phased so that the bonds are sold in increments over a period of time?
- The Greenspaces Master Plan calls for a local pass-through component to the funding measure. How should this be defined and executed?
- What are potential options for developing operations revenues for the Greenspaces program?
- Should a companion operations funding measure be adopted by ordinance or referred to voters at the same time as the acquisition and capital improvement measure?

II. BUDGET AND LENGTH OF CONTRACT

- A. A maximum of \$45,000 is available in Metro's adopted budget to complete the proposed scope of work described in Section IV below. However, Metro is willing to consider proposals in excess of this amount if proposers clearly demonstrate that the outreach effort would be significantly enhanced by additional expenditures. Any

expenditures above \$45,000 would, however, require a budget amendment to be approved by the Metro Council.

- B. Following is a preferred project schedule (it is not mandatory). Using this schedule as a guide, proposers are requested to include a project schedule in the written proposals.

Preferred Project Schedule

October 28, 1993	Proposals from consultants due
November 1, 1993	Evaluation panel recommends selected consultant to Executive Officer and Council
November 11, 1993	Council action on consultant selection/budget amendment
November 12, 1993	Consultant contract executed, stakeholder interview design begins
December 6, 1993	Stakeholder interviews complete. List of prospective Blue Ribbon Committee members submitted to Executive Officer by consultant
December 10, 1993	Public Opinion Survey designed, pretest commences
December 23, 1993	Blue Ribbon Committee appointed by Council
December 23, 1993	Opinion survey interviews completed, analysis begins
January 21, 1994	Opinion Survey Final Report delivered to Blue Ribbon Committee
February 11, 1994	Final Blue Ribbon Committee meeting (review draft final report)
February 15, 1994	Finance Committee package due, including final report from Greenspaces Funding Measure Consultant
February 23, 1994	Council Finance Committee considers resolution to refer to ballot measure, if required
March 10, 1994	Council refers ballot measure
March 17, 1994	Last day for filing of ballot measure
March 17, 1994	Last day for filing notice of election with County Elections Officer, explanatory statement for insertion in County Voters' Pamphlet and arguments in favor and in opposition to the measure
May 17, 1994	Election Day

III. BACKGROUND

The Greenspaces Master Plan was adopted by the Metro Council on July 23, 1992. The Plan sets out eight goals and numerous policies guiding creation of a cooperative regional system of natural areas, open space, trails and greenways for wildlife and people in the metropolitan area.

The Plan details 57 sites and 34 trails or greenway corridors of regional significance as priorities to be protected, preserved and/or acquired as public open space. As the community continues to grow, many of these areas of regional significance are under increasing development pressure. Greenspaces Technical and Policy Advisory Committees are exploring ways to protect the most significant of the 57 sites before they are lost to development. Implementation of the goals and policies outlined in the Master Plan will require acquisition of specific sites of regional importance.

Recently the Metro Council adopted a resolution of intent to refer a general obligation bond in calendar year 1994 to the voters of the region for acquisition and capital improvement of greenspaces and parks. The Council also initiated a pilot program to acquire options on a limited number of properties for purchase and inclusion into the regional greenspaces system once acquisition funds are identified. The work of the selected consultant and Blue Ribbon Committee must be completed before an actual bond referral by the Metro Council, or other policy action if other funding options are available and recommended.

IV. SCOPE OF WORK

The following scope of work provides only an outline for meeting the project objectives. Proposals may vary from these elements, including costs and timeframes, but should include a written description of how and why the approach or elements have been modified.

A. Undertake Interviews of Community and Business Leaders

Purpose:

1. Determine awareness of issues related to a Greenspaces acquisition program;
2. Determine key issues related to development of revenue sources for open space acquisition processes; and
3. Identify civic leaders that should be members of a Greenspaces "Blue Ribbon Committee" reviewing community understanding and commitment to a Greenspaces acquisition program.

Tasks:

1. Work with Greenspaces staff to design the civic leaders' interview;
2. Conduct fifty (50) interviews;
3. Generate records of the interviews;
4. Review and analyze results; and
5. Prepare and present recommendations to staff on issues of importance to the community related to a Greenspaces acquisition program;

Products:

1. Interview questions and format;
2. Written records of interviews conducted and explanatory notes;
3. List of key issues raised in interviews and recommendations to Metro regarding information needed to address the issues; and
4. List of potential members of Committee.

B. Facilitate a Greenspaces Blue Ribbon Committee

Purpose:

To bring together community and business leaders who will assist the Metro Council and Greenspaces staff in making decisions related to potential revenue stream(s) for implementing an acquisition and capital improvement program.

Tasks:

1. Assist the Metro Council and Executive Officer in establishing a Blue Ribbon Committee of community and business leaders, including identification of prospective members and contacting key individuals to invite them to serve on the Committee;
2. Subcontract with an open space consultant (if not available on staff of primary consultant) to assist the Committee in understanding the unique aspects of open space funding measures;
3. Facilitate a regular schedule of meetings in which the Committee will discuss and resolve key issues related to open space funding options; and
4. Ensure that Metro and other stakeholders thoroughly address questions of the Committee.

Products:

1. Provide a set of recommendations from the Committee to the Metro Council detailing options and strategies for funding an acquisition and capital improvement program that would begin the process of implementing efforts towards the assembly of the Greenspaces system, as outlined in the Greenspaces Master Plan; and
2. Provide a set of recommendations from the Committee to the Metro Council detailing options and strategies for funding operations of the Greenspaces system.

C. Conduct a Public Opinion Survey

Purpose:

To measure public awareness of the Greenspaces Program and evaluate attitudes toward key issues related to funding of an acquisition and capital improvement program.

Tasks:

1. Assist staff in developing questions that meet the objectives of the survey, including testing of key issues identified by the stakeholders and the Blue Ribbon Committee;

2. Pretest the survey and modify as necessary;
3. Interview a minimum of 400 voters registered in the Metro district; and
4. Analyze the findings and communicate them back to the Committee and Metro Council.

Products:

1. Survey questions and format; and
2. Provide analysis and a written report to staff and the Committee.

D. Develop a Final Report and Presentation

Purpose:

To work with staff, the Committee and the Metro Council to achieve consensus on key policy issues and recommendations on a course of action for questions tied to funding an acquisition and capital improvements program, and operations as the regional greenspaces system is assembled.

Task:

Synthesize options and issues identified by stakeholders, the Committee, and members of the general public, so that a summary document may be produced;

Product:

Produce a written final report, with recommendations, and present it to the Metro Council.

V. PROPOSAL INSTRUCTIONS

A. Proposal Submission

Metro is soliciting Proposals for Greenspaces Acquisition and Capital Improvements Funding Measure Consultant. Proposers are required to submit ten (10) copies of their proposals. Proposals must be enclosed in a sealed envelope(s) and mailed or delivered to Metro, 600 NE Grand Avenue, Portland, Oregon 97232-2736, Attention, Patrick Lee, no later than 4:30 p.m., PDT, October 28, 1993, at which time they will be opened and evaluated in accordance with the process herein outlined.¹

The outside of the envelope shall plainly identify the subject of the RFP, the required submission date, and any number or other means of identification assigned.

All proposals must be clearly and distinctly typed or written with ink or indelible pencil. All blank spaces must be completed. No erasures are permitted. Mistakes must be

¹ A proposal may not be submitted by facsimile (FAX) transmittal unless so specified in the special conditions hereto attached.

crossed out and corrections typewritten or written in ink adjacent thereto, and initialed in ink by the party signing the RFP, or his² authorized representative.

Written amounts shall be shown in both words and figures. Written amounts shall govern in cases of discrepancy between the amounts stated in words and the amounts stated in figures.

B. Cost of Proposal

This invitation does not commit Metro to pay any costs incurred by any Proposer in the submission of a Proposal, or in making necessary studies or designs for the preparation thereof, or for procuring or contracting for the items to be furnished under the invitation.

C. Errors/Omissions

Any Proposal may be deemed non-responsive by the Procurement Officer if it: contains errors or omissions, erasures, alterations, or additions of any kind; proposes prices which are unsolicited or obviously unbalanced; not in complete conformance with any and all conditions of the request.

D. Addenda To Scope of Work and Contract Specifications

Requests for additional information or interpretation of the contract documents shall be delivered to the Project Manager, in writing, at least five (5) working days prior to submission date and time. If, in the opinion of the Project Manager, additional information or interpretation is needed by the Proposers, an addendum will be issued to all known request holders. The provisions of any written addenda issued by the Procurement Officer at least forty-eight (48) hours prior to the submission date and time shall be binding upon the Proposers, and failure of a Proposer to obtain such addenda shall not excuse him from complying therewith, if he is awarded the contract.

E. Modification of Proposal

An offer to modify the Proposal which is received from the successful Proposer after award of contract which makes the terms of the Proposal more favorable or advantageous to Metro will be considered, and may thereafter be accepted. To be effective, every modification must be made in writing over the signature of the Proposer.

² All references to "he" in this document shall include the feminine reference of "she."

F. Withdrawal of Proposal

A Proposer may withdraw its Proposal in person, or by written or telegraphic request which are received prior to the scheduled submission deadline.³ Negligence on the part of the Proposer in preparing his Proposal confers no right to withdraw the Proposal after the scheduled submission deadline.

G. Late Proposal

Proposals received after the scheduled closing time for filing Proposals will be returned to the Proposer unopened, unless such closing time is extended by Metro.

H. Execution

Each Proposal shall give the Proposer's full business address and bear its legal signature.

Proposals by partnerships must list the full name of all partners and be signed by a partner or agent authorized to execute the contract on behalf of the partnership and identified by printed name and title.

Proposals by corporations must bear the legal name of the corporation, the name of the state of incorporation, and the signature of the officer or agent authorized to legally bind the corporation.

Upon request by Metro, satisfactory evidence of the authority of the partner or officer shall be furnished.

If the Proposal is signed by an agent who is not an officer of the corporation, or a member of the partnership, a notarized Power of Attorney must be on file with Metro prior to the submission deadline or be submitted with the Proposal. Without such notice of authority, the Proposal shall be considered improperly executed, defective and, therefore, nonresponsive.

A Proposal submitted by a joint venture must include a certified copy of the terms and conditions of the agreement creating the joint venture.

All signatures must be in longhand, with the name and title of the signer typed or printed below the signature.

To facilitate evaluation of Proposals, Metro requires that all Proposers adhere to the format, rules and procedures outlined by this RFP. Proposers that wish to take exception to, or comment upon, any provision within this RFP must document their concerns within the Proposal document.

³ A proposal may not be withdrawn by FAX unless so specified in the special conditions hereto attached.

Comments, conditions or exceptions should be thorough, succinct, well organized and, therefore, totally self-explanatory. The Proposal must leave no ambiguity, need no clarification, and allow no interpretation.

Metro may deem nonresponsive and, therefore, reject any Proposal which fails to conform with, abide by, or otherwise comply with any of the above requirements.

I. Examination of Scope of Work and Metro Contracting Provisions

It is understood that the Proposer before submitting his Proposal has made a careful examination of the Request for Proposal, including the scope of work, Metro contracting provisions and the personal services agreement; that he has fully informed himself as to the quality and character of the work required; that he represents himself as an expert in the subject matter of the Proposal; and that Metro is entitled to rely on the Proposer's expertise in the subject area of the Proposal.

J. Compliance

Each Proposer shall inform himself of, and the Proposer awarded a contract shall comply with, federal, state and local laws, statutes and ordinances relative to the execution of the work. This requirement includes, but is not limited to, nondiscrimination in the employment of labor, protection of public and employee safety and health and similar subjects.

K. Equal Employment Opportunity

During the performance of the contract, the Contractor agrees not to discriminate against any employee or applicant for employment because of race, creed, color, sex or national origin.

L. Permits and Licenses

Each Proposer shall obtain and include in his Proposal the cost for all permits and licenses which may be required to perform the contract.

M. Conflict of Interest

A Proposer filing a Proposal thereby certifies that no officer, agent or employee of Metro has a pecuniary interest in this project or has participated in contract negotiations on behalf of Metro; that the Proposal is made in good faith without fraud, collusion or connection of any kind with any other Proposer for the same call for Proposals; the Proposer is competing solely in its own behalf without connection with or obligation to any undisclosed person(s) or firm(s).

N. Recyclable Products

All Proposers shall use recyclable products to the maximum extent economically feasible in the performance of the work set forth in this contract document.

O. Terms

A Proposal may be rejected if it requires payment in less than thirty (30) calendar days after delivery or if it requires payment, in whole or in part, prior to delivery.

P. Resident/Non-Resident Proposers

Oregon law requires Metro, in determining the lowest advantageous Proposal, to add a percent increase to the Proposal of a non-resident Proposer equal to the percent, if any, of the preference given to that Proposer in the state in which that Proposer resides. Therefore, each Proposer must indicate whether it is a resident or non-resident Proposer. A resident Proposer is a Proposer that has paid unemployment taxes or income taxes in the State of Oregon during the twelve (12) months immediately preceding submission of the Proposal, has a business address in Oregon, and has stated in its Proposal that it is a "resident Proposer."

Q. Basis of Award

The award shall be made to the responsible Proposer(s) submitting the most advantageous Proposal to Metro. Any determination of the responsible Proposer(s) submitting the most advantageous Proposal and the award are subject to review and determination by the Metro General Counsel as to legal sufficiency of any Proposal submitted. Metro reserves the right to reject any and/or all Proposals in whole or in part, and to waive irregularities not affecting substantial rights.

VI. GENERAL CONDITIONS

A. Notice of Award

After the submission of Proposals, Metro will accept one of the Proposals, or a combination of Proposals, or reject all Proposals in accordance with the Basis of Award. The acceptance of the Proposal will be by written Notice of Conditional Award, mailed or delivered to the office designated in the Proposal. The Notice of Conditional Award shall not entitle the party to whom it is delivered to any rights whatsoever.

B. Contract Acceptance

Through Proposal submission, each Proposer specifically agrees to all terms and conditions of the attached contract. In order to ensure equitable consideration of all Proposals, any requests for changes, additions or deletions to that contract must be requested in writing as part of and a condition to the Proposal. Metro reserves the right to consider and act upon any request to withdraw the Proposal.

C. Contract Execution

The successful Proposer shall, within seven (7) calendar days of Conditional Notice of Award, sign and deliver the above cited contract complete with all other Proposal requirements.

D. Contract Interpretation

This contract shall be construed as if written equally by both parties.

E. Foreign Contractor

A Contractor that is not domiciled in or registered to do business in the State of Oregon shall, upon execution of a contract in excess of \$10,000, promptly report the total contract price, terms of payment, length of contract and all other required information to the Oregon Department of Revenue. Compliance shall be documented and Metro shall be fully satisfied as to complete compliance prior to release of final payment.

F. Insurance

The Contractor shall purchase and maintain at his expense the following types of insurance covering the Contractor, and his employees and agents:

1. Broad form comprehensive general liability insurance covering personal injury, property damage, and bodily injury with automatic coverage for premises and operations and product liability. The policy must be endorsed with contractual liability coverage.
2. Automobile bodily injury and property damage liability insurance.

Insurance coverage shall be a minimum of \$500,000 per occurrence. If coverage is written with an annual aggregate limit, the aggregate limit shall not be less than \$1,000,000.

Metro, its Councilors, department, employees and agents shall be named as an ADDITIONAL INSURED. Notice of any material change or policy cancellation shall be provided to Metro thirty (30) days prior to the change.

G. Workers' Compensation

The Contractor and all subsequent subcontractors shall comply with ORS 656.017 and provide Worker' Compensation benefits for all employees who work in the State of Oregon for more than ten (10) days. He shall provide Metro with certification of Workers' Compensation insurance including employer's liability.

H. Notice of Assignment

Metro will not recognize any assignment or transfer of any interest in this contract without written notice to and approval by the Procurement Officer.

I. Failure to Perform

Should the Contractor fail to meet the agreed upon delivery schedule, thereby making it necessary for Metro to purchase urgently-needed items from another source, the original Proposer and Contractor shall pay the difference between the accepted Proposal price and the purchase price or accept an offset against any monies then owed by Metro.

J. Patents/Copyrights

The Contractor agrees to protect, to defend (if Metro requests) and save the agency harmless against any demand for payment for wrongful or unauthorized use of any patented material, process, article or device that may enter into manufacture, construction or forms a part of the work covered by this contract.

H. Invoices

Invoices shall be prepared and submitted in duplicate to Metro, 600 N.E. Grand Avenue, Portland, Oregon 97232-2736. One (1) copy shall be marked "Original - Attention: Accounts Payable," and one (1) shall be marked "Copy - Attention: Patrick Lee, Project Manager, Department of Planning."

Invoices shall contain the following information: Contract or Purchase Order number (if any), item numbers, description of supplies or services, sizes, quantities, unit prices and extended totals. Invoices should also state the name of the unit or department and the date the merchandise was shipped or delivered.

I. Cancellation

Metro reserves the right to cancel this contract in whole or in part if the Contractor fails to perform any of the provisions in the contract, or fails to make delivery within the time stated, unless the time is extended by a Change Order.

J. Law of State of Oregon

This contract is entered into within the State of Oregon, and the law of said State, whether substantive or procedural, shall apply and be followed with respect to this contract.

VII. SPECIAL CONDITIONS

A. Proposal Format and Content

The format required for the proposal is as follows:

1. Letter of Transmittal (one-page maximum)
 - a. An identification of the firm involved in the proposal with a clear designation of lead contact person.
 - b. A statement that the proposal remain in effect for ninety (90) days after receipt of Metro.
2. Proposed Project Approach (six-page maximum) to each major component of the Scope of Work.
 - a. Community and Business Leader Interviews (one-page maximum)
 - b. Facilitate Blue Ribbon Committee (one-page maximum)
 - c. Public Opinion Survey (one-page maximum)

- d. Final Report (one-page maximum)
 - e. Suggested Revisions to Scope of Work/Optional Tasks, associated impact on project budget and completion timeframes and rationale for suggestion (two-page maximum)
3. Project Timeline (one-page maximum) indicating, as a minimum starting and ending dates of the major components of the Scope of Work, and date of delivery of required products to Metro.
 4. Project Staffing Summary (two-page maximum)
 - a. Identify the principal persons to be assigned to each major component of the scope of work for both the prime and any subconsultant(s).
 - b. Describe the specific role and responsibility proposed for each individual regarding this project and an estimate of time commitment for the individual.
 - c. Provide examples of past work and professional expertise related to the areas each member of the consultant team is assigned.
 - d. The primary consultant must assume responsibility for any subconsultant work and shall be responsible for the day-to-day direction and internal management of the consultant effort.
 5. Budget Summary (one-page maximum)
 - a. Delineation of personnel by level (i.e., Principal, Professional and Administrative), hourly rate, person-days assumed by task and cost;
 - b. Delineation of materials and other direct costs;
 - c. Administrative support, overhead and profit; and
 - d. The maximum budget currently available for this contract is \$45,000. The consultant is encouraged to recommend alternative task and compensation increments for Metro's review and consideration. However, any costs in excess of \$45,000 would only be available pending a budget amendment approved by the Metro Council.

B. Minority and Women-Owned Business Program

Metro and its contractors will not discriminate against any person or firm based on race, color, national origin, sex, sexual orientation, age, religion, physical handicap, political affiliation or marital status.

Metro extends equal opportunity to all persons and specifically encourages disadvantaged, minority and women-owned business to access and participate in this and all Metro projects, programs and services.

If any subcontracting is intended, Proposers are directed to Metro Code 2.04.100 and 2.04.200 governing utilization of minority and women-owned businesses.

Metro's Minority and Women-Owned Business Advocate is Mr. Amha Hazen. Mr. Hazen may be reached at 503/797-1714 during regular business hours should you have detailed questions about the program.

C. Evaluation

1. All proposals will be evaluated by an evaluation committee, and interviews may be conducted for those firms/proposals selected for further assessment.
2. Each consultant's approach paper and consultant staff credentials will be evaluated based upon the following criteria:
 - a. Proposer's expertise in public policy funding, engaging civic and business leaders in major public policy deliberations, meeting facilitation, knowledge and experience in formulating open space protection funding measures, and public opinion survey expertise (40 percent).
 - b. Appropriateness of the consultant's approach in meeting the objectives of the Scope of Work (30 percent).
 - c. References for successful projects (15 percent).
 - d. Cost of proposed service (15 percent).
 - e. It is Metro's intent to award one contract for this project. However, Metro reserves the right to select a consultant team from among the range of consultants submitting proposals and may offer a contract for only certain components of the Scope of Work.

D. RFP as Basis for Proposals

This RFP represents the most definitive, clear and complete statement of record that Metro will make concerning the vital details of this project.

E. Contract Type

Metro intends to award a Personal Services Agreement to the selected contractor. A copy of the standard contract form approved by Metro General Counsel is attached as Exhibit A. Any proposed changes in the language, construction or requirements of the contract must be raised and resolved as part of the RFP process. All respondents are, therefore, advised to review and clearly document any proposed changes to the contract and include this with their proposal.

F. Information Release

All proposers are hereby advised and through submission of a proposal agree and release Metro to solicit and secure background information based on the proposers information, including references provided in response to this RFP. Fully descriptive and complete information should, therefore, be provided to assist in this process and ensure the appropriate input.

Project _____
Contract No. _____

PERSONAL SERVICES AGREEMENT

THIS AGREEMENT is between Metro, a metropolitan service district organized under the laws of the State of Oregon and the 1992 Metro Charter, located at 600 N.E. Grand Avenue; Portland, OR 97232-2736, and _____, referred to herein as "Contractor," located at _____.

In exchange for the promises and other consideration set forth below, the parties agree as follows:

1. **Duration.** This personal services agreement shall be effective _____ and shall remain in effect until and including _____, unless terminated or extended as provided in this Agreement.

2. **Scope of Work.** Contractor shall provide all services and materials specified in the attached "Exhibit A -- Scope of Work," which is incorporated into this Agreement by reference. All services and materials shall be provided by Contractor in accordance with the Scope of Work, in a competent and professional manner. To the extent that the Scope of Work contains additional contract provisions or waives any provision in the body of this Agreement, the Scope of Work shall control.

3. **Payment.** Metro shall pay Contractor for services performed and materials delivered in the amount(s), manner and at the time(s) specified in the Scope of Work for maximum a sum not to exceed _____ AND _____/100THS DOLLARS (\$_____).

4. **Insurance.**

a. Contractor shall purchase and maintain at the Contractor's expense, the following types of insurance, covering the Contractor, its employees, and agents:

(1) Broad form comprehensive general liability insurance covering bodily injury and property damage, with automatic coverage for premises, operations, and product liability. The policy must be endorsed with contractual liability coverage; and

(2) Automobile bodily injury and property damage liability insurance.

b. Insurance coverage shall be a minimum of \$500,000 per occurrence. If coverage is written with an annual aggregate limit, the aggregate limit shall not be less than \$1,000,000.

c. Metro, its elected officials, departments, employees, and agents shall be named as ADDITIONAL INSUREDS. Notice of any material change or policy cancellation shall be provided to Metro 30 days prior to the change or cancellation.

d. Contractor, its subcontractors, if any, and all employers working under this Agreement that are subject employers under the Oregon Workers' Compensation Law shall comply with ORS 656.017, which requires them to provide Workers' Compensation coverage for all their subject workers. Contractor shall provide Metro with certification of Workers' Compensation insurance including employer's liability. If Contractor has no employees and will perform the work without the assistance of others, a certificate to that effect may be attached, as Exhibit B, in lieu of the certificate showing current Workers' Compensation.

e. If required by the Scope of Work, Contractor shall maintain for the duration of this Agreement professional liability insurance covering personal injury and property damage arising from errors, omissions, or malpractice. Coverage shall be in the minimum amount of \$500,000. Contractor shall provide to Metro a certificate of this insurance, and 30 days' advance notice of material change or cancellation.

5. Indemnification. Contractor shall indemnify and hold Metro, its agents, employees and elected officials harmless from any and all claims, demands, damages, actions, losses and expenses, including attorney's fees, arising out of or in any way connected with its performance of this Agreement, or with any patent infringement or copyright claims arising out of the use of Contractor's designs or other materials by Metro and for any claims or disputes involving subcontractors.

6. Maintenance of Records. Contractor shall maintain all of its records relating to the Scope of Work on a generally recognized accounting basis and allow Metro the opportunity to inspect and/or copy such records at a convenient place during normal business hours. All required records shall be maintained by Contractor for three years after Metro makes final payment and all other pending matters are closed.

7. Ownership of Documents. All documents of any nature including, but not limited to, reports, drawings, works of art and photographs, produced by Contractor pursuant to this Agreement are the property of Metro, and it is agreed by the parties that such documents are works made for hire. Contractor hereby conveys, transfers, and grants to Metro all rights of reproduction and the copyright to all such documents.

8. Project Information. Contractor shall share all project information and fully cooperate with Metro, informing Metro of all aspects of the project including actual or potential problems or defects. Contractor shall abstain from releasing any information or project news without the prior and specific written approval of Metro.

9. Independent Contractor Status. Contractor shall be an independent contractor for all purposes and shall be entitled only to the compensation provided for in this Agreement. Under no circumstances shall Contractor be considered an employee of Metro. Contractor shall provide all tools or equipment necessary to carry out this Agreement, and shall exercise complete control in achieving the results specified in the Scope of Work. Contractor is solely responsible for its performance under this Agreement and the quality of its work; for obtaining and maintaining all licenses and certifications necessary to carry out this Agreement; for payment of any fees, taxes, royalties, or other expenses necessary to complete the work except as otherwise specified in the

Scope of Work; and for meeting all other requirements of law in carrying out this Agreement. Contractor shall identify and certify tax status and identification number through execution of IRS form W-9 prior to submitting any request for payment to Metro.

10. Right to Withhold Payments. Metro shall have the right to withhold from payments due to Contractor such sums as necessary, in Metro's sole opinion, to protect Metro against any loss, damage, or claim which may result from Contractor's performance or failure to perform under this Agreement or the failure of Contractor to make proper payment to any suppliers or subcontractors.

11. State and Federal Law Constraints. Both parties shall comply with the public contracting provisions of ORS chapter 279, and the recycling provisions of ORS 279.545 - 279.650, to the extent those provisions apply to this Agreement. All such provisions required to be included in this Agreement are incorporated herein by reference. Contractor shall comply with all applicable requirements of federal and state civil rights and rehabilitation statutes, rules and regulations including those of the Americans with Disabilities Act.

12. Situs. The situs of this Agreement is Portland, Oregon. Any litigation over this agreement shall be governed by the laws of the State of Oregon and shall be conducted in the Circuit Court of the state of Oregon for Multnomah County, or, if jurisdiction is proper, in the U.S. District Court for the District of Oregon.

13. Assignment. This Agreement is binding on each party, its successors, assigns, and legal representatives and may not, under any circumstance, be assigned or transferred by either party.

14. Termination. This Agreement may be terminated by mutual consent of the parties. In addition, Metro may terminate this Agreement by giving Contractor ___ days prior written notice of intent to terminate, without waiving any claims or remedies it may have against Contractor. Termination shall not excuse payment for expenses properly incurred prior to notice of termination, but neither party shall be liable for indirect or consequential damages arising from termination under this section.

15. No Waiver of Claims. The failure to enforce any provision of this Agreement shall not constitute a waiver by Metro of that or any other provision.

16. Modification. Notwithstanding and succeeding any and all prior agreement(s) or practice(s), this Agreement constitutes the entire Agreement between the parties, and may only be expressly modified in writing(s), signed by both parties.

_____	METRO
By: _____	By: _____
Title: _____	Title: _____
Date: _____	Date: _____

BEFORE THE METRO COUNCIL

AN ORDINANCE AMENDING ORDINANCE)
NO. 93-487A REVISING THE FY 1993-94)
BUDGET AND APPROPRIATIONS)
SCHEDULE FOR THE PURPOSE OF)
APPROPRIATING FUNDS TO CONSULT)
WITH BUSINESS AND CIVIC LEADERS AND)
DEVELOP RECOMMENDATIONS)
REGARDING GREENSPACES ACQUISITION)
CAPITAL IMPROVEMENT AND)
OPERATIONS FUNDING OPTIONS)

ORDINANCE NO. 93-516

Introduced by Rena Cusma,
Executive Officer

WHEREAS, The Metro Council has reviewed and considered the need to transfer appropriations within the FY 1993-94 Budget; and

WHEREAS, The need for a transfer of appropriation has been justified; and

WHEREAS, Oregon Budget Law, ORS 294.450(3), allows for the transfer of appropriation from the General Fund to any other fund during the fiscal year; and

WHEREAS, Adequate funds exist for other identified needs; now, therefore,

THE METRO COUNCIL HEREBY ORDAINS:

1. That Ordinance No. 93-487A, Exhibit B, FY 1993-94 Budget, and Exhibit C, Schedule of Appropriations, are hereby amended as shown in the column titled "Revision" of Exhibits A and B to this Ordinance for the purpose of transferring \$35,000 from the General Fund to the Greenspaces Planning division of the Regional Parks and Expo Fund to fund a personal services agreement with a private firm to consult with business and civic leaders in the region and development recommendations for funding a Greenspaces acquisition and capital improvement program.

2. This Ordinance being necessary for the immediate preservation of the public health, safety and welfare, in order to meet obligations and comply with Oregon Budget Law, an emergency is declared to exist, and this Ordinance takes effect upon passage.

ADOPTED by the Metro Council this _____ day of _____, 1993.

Judy Wyers, Presiding Officer

ATTEST:

Clerk of the Council

kr:ord93-94:greenrjp:ORD.DOC
October 4, 1993

**Exhibit A
Ordinance No. 93-516**

FISCAL YEAR 1993-94		CURRENT BUDGET		REVISION		PROPOSED BUDGET	
ACCT #	DESCRIPTION	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT
General Fund:All Other Expenditures							
<u>Total Other Expenditures</u>			<u>1,955,479</u>		<u>0</u>		<u>1,955,479</u>
General Fund:General Expenses							
<u>Interfund Transfers</u>							
581513	Trans. Indirect Costs to Bldg. Fund-Regional Center		163,504		0		163,504
581610	Trans. Indirect Costs to Support Svcs. Fund		488,647		0		488,647
581615	Trans. Indirect Costs to Risk Mgmt. Fund-Gen'l		2,173		0		2,173
581615	Trans. Indirect Costs to Risk Mgmt. Fund-Workers' Comp		8,238		0		8,238
582550	Trans. Resources to Oregon Conv. Ctr. Oper. Fund		0		0		0
583610	Trans.Direct Costs to Support Svcs. Fund		40,000		0		40,000
583615	Trans.Direct Costs to Risk Management Fund		14,429		0		14,429
<u>Excise Tax Transfers</u>							
582140	Trans. Resources to Planning Fund		1,780,738		0		1,780,738
582513	Trans. Resources to Building Mgmt. Fund		58,869		0		58,869
582610	Trans. Resources to Support Svcs. Fund		70,000		0		70,000
582160	Trans. Resources to Reg. Parks/Expo Fund-Greenspaces		558,172		35,000		593,172
582160	Trans. Resources to Reg. Parks/Expo Fund-Parks		80,000		0		80,000
<u>Total Interfund Transfers</u>			<u>3,264,770</u>		<u>35,000</u>		<u>3,299,770</u>
<u>Contingency and Unappropriated Balance</u>							
599999	Contingency		427,500		(35,000)		392,500
599990	Unappropriated Fund Balance		267,665		0		267,665
<u>Total Contingency and Unapp. Balance</u>			<u>695,165</u>		<u>(35,000)</u>		<u>660,165</u>
TOTAL EXPENDITURES		16.00	5,915,414	0.00	0	16.00	5,915,414

Note: This action assumes adoption of Ordinance No. 93-511, Greenspaces Options Demonstration Project, as approved by the Council Finance Committee on September 22, 1993.

**Exhibit A
Ordinance No. 93-516**

FISCAL YEAR 1993-94		CURRENT BUDGET		REVISION		PROPOSED BUDGET	
ACCT #	DESCRIPTION	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT
Regional Parks and Expo Fund:Resources							
<u>Resources</u>							
REGIONAL PARKS AND EXPO							
322000	Boat Ramp Use Permit		2,000		0		2,000
338000	Local Gov't Shared Revenues-R.V. Registration Fees		28,330		0		28,330
338200	Local Gov't Shared Revenues-Marine Fuel Tax		140,929		0		140,929
339200	Intergovernmental Revenue		187,372		0		187,372
341700	Grave Openings		105,698		0		105,698
341710	Cemetery Sales		40,214		0		40,214
347100	Admissions		349,215		0		349,215
347110	User Fees		23,594		0		23,594
347120	Reservation Fees		137,866		0		137,866
347220	Rental-Buildings		472,000		0		472,000
347300	Food Service		432,686		0		432,686
347830	Contract Revenue		708,000		0		708,000
347900	Other Miscellaneous Revenue		210,084		0		210,084
347960	Boat Launch Fees		111,025		0		111,025
361100	Interest Earned		41,151		0		41,151
373500	Sale of Proprietary Assets		15,264		0		15,264
374000	Parking Fees		520,000		0		520,000
391010	Trans. of Resources from General Fund		80,000		0		80,000
GREENSPACES PLANNING							
331110	Federal Grants						
	National Parks Service		25,000		0		25,000
	U.S. Fish & Wildlife Service		870,100		0		870,100
	U.S. Fish & Wildlife Service (Year 4)		125,000		0		125,000
337210	Local Grants				0		
	City of Portland, IPA/EPA		27,500		0		27,500
	Local governments		10,000		0		10,000
365100	Donations & Bequests		5,500		0		5,500
391010	Trans. of Resources from General Fund-Excise Tax		558,172		35,000		593,172
391140	Trans. Resources from Planning Fund		114,500		0		114,500
393761	Trans. Direct Costs from Smith & Bybee Lakes Fund		18,700		0		18,700
TOTAL RESOURCES			5,359,900		35,000		6,394,900

**Exhibit A
Ordinance No. 93-516**

FISCAL YEAR 1993-94		CURRENT BUDGET		REVISION		PROPOSED BUDGET	
ACCT #	DESCRIPTION	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT
Regional Parks Division							
	Total Personal Services	36.84	1,246,756	0.00	0	36.84	1,246,756
	Total Materials & Services		704,713		0		704,713
	Total Capital Outlay		11,945		0		11,945
	TOTAL EXPENDITURES	36.84	1,963,414	0.00	0	36.84	1,963,414

Expo Center Division

	Total Personal Services	8.50	378,807	0.00	0	8.50	378,807
	Total Materials & Services		568,048		0		568,048
	Total Capital Outlay		168,970		0		168,970
	TOTAL EXPENDITURES	8.50	1,115,825	0.00	0	8.50	1,115,825

Greenspaces Planning Division

	Total Personal Services	6.31	352,921	0.00	0	6.31	352,921
	Materials & Services						
521100	Office Supplies		2,976		0		2,976
521110	Computer Software		2,295		0		2,295
521111	Computer Supplies		2,015		0		2,015
521240	Graphics/Reprographic Supplies		750		0		750
521260	Printing Supplies		1,000		0		1,000
521310	Subscriptions		1,750		0		1,750
521320	Dues		575		0		575
524130	Promotion/Public Relation Services		10,000		0		10,000
524190	Miscellaneous Professional Services		971,600		60,000		1,031,600
525710	Equipment Rental		500		0		500
526200	Ads & Legal Notices		30,000		0		30,000
526310	Printing Services		97,500		(12,500)		85,000
526320	Typesetting & Reprographics Services		17,000		0		17,000
526410	Telephone		4,000		0		4,000
526420	Postage		60,000		(12,500)		47,500
526440	Delivery Services		800		0		800
526500	Travel		4,300		0		4,300
526700	Temporary Help Services		800		0		800
526800	Training, Tuition, Conferences		2,725		0		2,725
529500	Meetings		4,100		0		4,100
	Total Materials & Services		1,214,686		35,000		1,249,686
	Total Capital Outlay		52,500		0		52,500
	TOTAL EXPENDITURES	6.31	1,620,107	0.00	35,000	6.31	1,655,107

**Exhibit A
Ordinance No. 93-516**

FISCAL YEAR 1993-94		CURRENT BUDGET		REVISION		PROPOSED BUDGET	
ACCT #	DESCRIPTION	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT
Regional Parks and Expo Fund:General Expenses							
<u>Interfund Transfers</u>							
581610	Trans. Indirect Costs to Supp. Svcs. Fun		370,554		0		370,554
581615	Trans. Indirect Costs to Risk Mgmt Fund-Liability		43,000		0		43,000
581615	Trans. Indirect Costs to Risk Mgmt Fund-Worker Comp		35,000		0		35,000
581513	Trans. Indirect Costs to Bldg Mgmt Fund		30,000		0		30,000
583751	Transfer Direct Costs to MERC Admin. Fund		70,000		0		70,000
Total Interfund Transfers			548,554		0		548,554
<u>Contingency and Unappropriated Balance</u>							
599999	Contingency		112,000		0		112,000
Total Contingency and Unappropriated Balance			112,000		0		112,000
TOTAL EXPENDITURES		51.65	5,359,900	0.00	35,000	51.65	5,394,900

Note: This action assumes adoption of Ordinance No. 93-511, Greenspaces Options Demonstration Project, as approved by the Council Finance Committee on September 22, 1993.

Exhibit B
Schedule of Appropriations
Ordinance No. 93-516

	Current Appropriation	Revision	Proposed Appropriation
GENERAL FUND			
Council			
Personal Services	987,165	0	987,165
Materials & Services	149,546	0	149,546
Capital Outlay	4,000	0	4,000
Subtotal	1,140,711	0	1,140,711
Executive Management			
Personal Services	343,248	0	343,248
Materials & Services	79,532	0	79,532
Capital Outlay	0	0	0
Subtotal	422,780	0	422,780
Office of Government Relations			
Personal Services	67,538	0	67,538
Materials & Services	74,450	0	74,450
Capital Outlay	0	0	0
Subtotal	141,988	0	141,988
Special Appropriations			
Materials & Services	250,000	0	250,000
Subtotal	250,000	0	250,000
General Expenses			
Interfund Transfers	3,264,770	35,000	3,299,770
Contingency	427,500	(35,000)	392,500
Subtotal	3,692,270	0	3,692,270
Unappropriated Balance	267,665	0	267,665
Total Fund Requirements	5,915,414	0	5,915,414
REGIONAL PARKS AND EXPO FUND			
Regional Parks			
Personal Services	1,246,756	0	1,246,756
Materials & Services	704,713	0	704,713
Capital Outlay	11,945	0	11,945
Subtotal	1,963,414	0	1,963,414
Expo Center			
Personal Services	378,807	0	378,807
Materials & Services	568,048	0	568,048
Capital Outlay	168,970	0	168,970
Subtotal	1,115,825	0	1,115,825
Greenspaces Planning			
Personal Services	352,921	0	352,921
Materials & Services	1,214,686	35,000	1,249,686
Capital Outlay	52,500	0	52,500
Subtotal	1,620,107	35,000	1,655,107

**Exhibit B
Schedule of Appropriations
Ordinance No. 93-516**

	Current Appropriation	Revision	Proposed Appropriation
REGIONAL PARKS AND EXPO FUND (continued)			
General Expenses			
Interfund Transfers	548,554	0	548,554
Contingency	112,000	0	112,000
<u>Subtotal</u>	<u>660,554</u>	<u>0</u>	<u>660,554</u>
Total Fund Requirements	5,359,900	35,000	5,394,900

All Other Appropriations Remain As Previously Adopted

Note: This action assumes adoption of Ordinance No. 93-511, Greenspaces Options Demonstration Project, as approved by the Council Finance Committee on September 22, 1993.

REQUEST FOR PROPOSALS

GREENSPACES ACQUISITION AND CAPITAL IMPROVEMENTS

FUNDING MEASURE CONSULTANT

October 11, 1993

BEFORE THE METRO COUNCIL

AN ORDINANCE AMENDING ORDINANCE)
NO. 93-487A REVISING THE FY 1993-94)
BUDGET AND APPROPRIATIONS)
SCHEDULE FOR THE PURPOSE OF)
APPROPRIATING FUNDS TO CONSULT)
WITH BUSINESS AND CIVIC LEADERS AND)
DEVELOP RECOMMENDATIONS)
REGARDING GREENSPACES ACQUISITION)
CAPITAL IMPROVEMENT AND)
OPERATIONS FUNDING OPTIONS)

ORDINANCE NO. 93-516

Introduced by Rena Cusma,
Executive Officer

WHEREAS, The Metro Council has reviewed and considered the need to transfer appropriations within the FY 1993-94 Budget; and

WHEREAS, The need for a transfer of appropriation has been justified; and

WHEREAS, Oregon Budget Law, ORS 294.450(3), allows for the transfer of appropriation from the General Fund to any other fund during the fiscal year; and

WHEREAS, Adequate funds exist for other identified needs; now, therefore,

THE METRO COUNCIL HEREBY ORDAINS:

1. That Ordinance No. 93-487A, Exhibit B, FY 1993-94 Budget, and Exhibit C, Schedule of Appropriations, are hereby amended as shown in the column titled "Revision" of Exhibits A and B to this Ordinance for the purpose of transferring \$35,000 from the General Fund to the Greenspaces Planning division of the Regional Parks and Expo Fund to fund a personal services agreement with a private firm to consult with business and civic leaders in the region and development recommendations for funding a Greenspaces acquisition and capital improvement program.

2. This Ordinance being necessary for the immediate preservation of the public health, safety and welfare, in order to meet obligations and comply with Oregon Budget Law, an emergency is declared to exist, and this Ordinance takes effect upon passage.

ADOPTED by the Metro Council this _____ day of _____, 1993.

Judy Wyers, Presiding Officer

ATTEST:

Clerk of the Council

kr:ord93-94:greenrfp:ORD.DOC
October 4, 1993

**Exhibit A
Ordinance No. 93-516**

FISCAL YEAR 1993-94		CURRENT BUDGET		REVISION		PROPOSED BUDGET	
ACCT #	DESCRIPTION	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT
General Fund:All Other Expenditures							
<u>Total Other Expenditures</u>			1,955,479		0		1,955,479
General Fund:General Expenses							
<u>Interfund Transfers</u>							
581513	Trans. Indirect Costs to Bldg. Fund-Regional Center		163,504		0		163,504
581610	Trans. Indirect Costs to Support Svcs. Fund		488,647		0		488,647
581615	Trans. Indirect Costs to Risk Mgmt. Fund-Gen'l		2,173		0		2,173
581615	Trans. Indirect Costs to Risk Mgmt. Fund-Workers' Comp		8,238		0		8,238
582550	Trans. Resources to Oregon Conv. Ctr. Oper. Fund		0		0		0
583610	Trans.Direct Costs to Support Svcs. Fund		40,000		0		40,000
583615	Trans.Direct Costs to Risk Management Fund		14,429		0		14,429
<u>Excise Tax Transfers</u>							
582140	Trans. Resources to Planning Fund		1,780,738		0		1,780,738
582513	Trans. Resources to Building Mgmt. Fund		58,869		0		58,869
582610	Trans. Resources to Support Svcs. Fund		70,000		0		70,000
582160	Trans. Resources to Reg. Parks/Expo Fund-Greenspaces		558,172		35,000		593,172
582160	Trans. Resources to Reg. Parks/Expo Fund-Parks		80,000		0		80,000
<u>Total Interfund Transfers</u>			3,264,770		35,000		3,299,770
<u>Contingency and Unappropriated Balance</u>							
599999	Contingency		427,500		(35,000)		392,500
599990	Unappropriated Fund Balance		267,665		0		267,665
<u>Total Contingency and Unapp. Balance</u>			695,165		(35,000)		660,165
TOTAL EXPENDITURES		16.00	5,915,414	0.00	0	16.00	5,915,414

Note: This action assumes adoption of Ordinance No. 93-511, Greenspaces Options Demonstration Project, as approved by the Council Finance Committee on September 22, 1993.

**Exhibit A
Ordinance No. 93-516**

FISCAL YEAR 1993-94		CURRENT BUDGET		REVISION		PROPOSED BUDGET	
ACCT #	DESCRIPTION	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT
Regional Parks and Expo Fund:Resources							
<u>Resources</u>							
REGIONAL PARKS AND EXPO							
322000	Boat Ramp Use Permit		2,000		0		2,000
338000	Local Govt Shared Revenues-R.V. Registration Fees		28,330		0		28,330
338200	Local Govt Shared Revenues-Marine Fuel Tax		140,929		0		140,929
339200	Intergovernmental Revenue		187,372		0		187,372
341700	Grave Openings		105,698		0		105,698
341710	Cemetery Sales		40,214		0		40,214
347100	Admissions		349,215		0		349,215
347110	User Fees		23,594		0		23,594
347120	Reservation Fees		137,866		0		137,866
347220	Rental-Buildings		472,000		0		472,000
347300	Food Service		432,686		0		432,686
347830	Contract Revenue		708,000		0		708,000
347900	Other Miscellaneous Revenue		210,084		0		210,084
347960	Boat Launch Fees		111,025		0		111,025
361100	Interest Earned		41,151		0		41,151
373500	Sale of Proprietary Assets		15,264		0		15,264
374000	Parking Fees		520,000		0		520,000
391010	Trans. of Resources from General Fund		80,000		0		80,000
GREENSPACES PLANNING							
331110	Federal Grants						
	National Parks Service		25,000		0		25,000
	U.S. Fish & Wildlife Service		870,100		0		870,100
	U.S. Fish & Wildlife Service (Year 4)		125,000		0		125,000
337210	Local Grants				0		
	City of Portland, IPA/EPA		27,500		0		27,500
	Local governments		10,000		0		10,000
365100	Donations & Bequests		5,500		0		5,500
391010	Trans. of Resources from General Fund-Excise Tax		558,172		35,000		593,172
391140	Trans. Resources from Planning Fund		114,500		0		114,500
393761	Trans. Direct Costs from Smith & Bybee Lakes Fund		18,700		0		18,700
TOTAL RESOURCES			6,359,900		35,000		6,394,900

**Exhibit A
Ordinance No. 93-516**

FISCAL YEAR 1993-94		CURRENT BUDGET		REVISION		PROPOSED BUDGET	
ACCT #	DESCRIPTION	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT
Regional Parks Division							
	Total Personal Services	36.84	1,246,756	0.00	0	36.84	1,246,756
	Total Materials & Services		704,713		0		704,713
	Total Capital Outlay		11,945		0		11,945
	TOTAL EXPENDITURES	36.84	1,963,414	0.00	0	36.84	1,963,414

Expo Center Division

	Total Personal Services	8.50	378,807	0.00	0	8.50	378,807
	Total Materials & Services		568,048		0		568,048
	Total Capital Outlay		168,970		0		168,970
	TOTAL EXPENDITURES	8.50	1,115,825	0.00	0	8.50	1,115,825

Greenspaces Planning Division

	Total Personal Services	6.31	352,921	0.00	0	6.31	352,921
	Materials & Services						
521100	Office Supplies		2,976		0		2,976
521110	Computer Software		2,295		0		2,295
521111	Computer Supplies		2,015		0		2,015
521240	Graphics/Reprographic Supplies		750		0		750
521260	Printing Supplies		1,000		0		1,000
521310	Subscriptions		1,750		0		1,750
521320	Dues		575		0		575
524130	Promotion/Public Relation Services		10,000		0		10,000
524190	Miscellaneous Professional Services		971,600		60,000		1,031,600
525710	Equipment Rental		500		0		500
526200	Ads & Legal Notices		30,000		0		30,000
526310	Printing Services		97,500		(12,500)		85,000
526320	Typesetting & Reprographics Services		17,000		0		17,000
526410	Telephone		4,000		0		4,000
526420	Postage		60,000		(12,500)		47,500
526440	Delivery Services		800		0		800
526500	Travel		4,300		0		4,300
526700	Temporary Help Services		800		0		800
526800	Training, Tuition, Conferences		2,725		0		2,725
529500	Meetings		4,100		0		4,100
	Total Materials & Services		1,214,686		35,000		1,249,686
	Total Capital Outlay		52,500		0		52,500
	TOTAL EXPENDITURES	6.31	1,620,107	0.00	35,000	6.31	1,655,107

**Exhibit A
Ordinance No. 93-516**

FISCAL YEAR 1993-94		CURRENT BUDGET		REVISION		PROPOSED BUDGET	
ACCT #	DESCRIPTION	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT
Regional Parks and Expo Fund:General Expenses							
<u>Interfund Transfers</u>							
581610	Trans. Indirect Costs to Supp. Svcs. Fun		370,554		0		370,554
581615	Trans. Indirect Costs to Risk Mgmt Fund-Liability		43,000		0		43,000
581615	Trans. Indirect Costs to Risk Mgmt Fund-Worker Comp		35,000		0		35,000
581513	Trans. Indirect Costs to Bldg Mgmt Fund		30,000		0		30,000
583751	Transfer Direct Costs to MERC Admin. Fund		70,000		0		70,000
Total Interfund Transfers			548,554		0		548,554
<u>Contingency and Unappropriated Balance</u>							
599999	Contingency		112,000		0		112,000
Total Contingency and Unappropriated Balance			112,000		0		112,000
TOTAL EXPENDITURES		51.65	5,359,900	0.00	35,000	51.65	5,394,900

Note: This action assumes adoption of Ordinance No. 93-511, Greenspaces Options Demonstration Project, as approved by the Council Finance Committee on September 22, 1993.

Exhibit B
Schedule of Appropriations
Ordinance No. 93-516

	Current Appropriation	Revision	Proposed Appropriation
GENERAL FUND			
Council			
Personal Services	987,165	0	987,165
Materials & Services	149,546	0	149,546
Capital Outlay	4,000	0	4,000
Subtotal	1,140,711	0	1,140,711
Executive Management			
Personal Services	343,248	0	343,248
Materials & Services	79,532	0	79,532
Capital Outlay	0	0	0
Subtotal	422,780	0	422,780
Office of Government Relations			
Personal Services	67,538	0	67,538
Materials & Services	74,450	0	74,450
Capital Outlay	0	0	0
Subtotal	141,988	0	141,988
Special Appropriations			
Materials & Services	250,000	0	250,000
Subtotal	250,000	0	250,000
General Expenses			
Interfund Transfers	3,264,770	35,000	3,299,770
Contingency	427,500	(35,000)	392,500
Subtotal	3,692,270	0	3,692,270
Unappropriated Balance	267,665	0	267,665
Total Fund Requirements	5,915,414	0	5,915,414
REGIONAL PARKS AND EXPO FUND			
Regional Parks			
Personal Services	1,246,756	0	1,246,756
Materials & Services	704,713	0	704,713
Capital Outlay	11,945	0	11,945
Subtotal	1,963,414	0	1,963,414
Expo Center			
Personal Services	378,807	0	378,807
Materials & Services	568,048	0	568,048
Capital Outlay	168,970	0	168,970
Subtotal	1,115,825	0	1,115,825
Greenspaces Planning			
Personal Services	352,921	0	352,921
Materials & Services	1,214,686	35,000	1,249,686
Capital Outlay	52,500	0	52,500
Subtotal	1,620,107	35,000	1,655,107

**Exhibit B
Schedule of Appropriations
Ordinance No. 93-516**

	Current Appropriation	Revision	Proposed Appropriation
REGIONAL PARKS AND EXPO FUND (continued)			
General Expenses			
Interfund Transfers	548,554	0	548,554
Contingency	112,000	0	112,000
Subtotal	660,554	0	660,554
Total Fund Requirements	5,359,900	35,000	5,394,900

All Other Appropriations Remain As Previously Adopted

Note: This action assumes adoption of Ordinance No. 93-511, Greenspaces Options Demonstration Project, as approved by the Council Finance Committee on September 22, 1993.



METRO

DATE: December 14, 1993

TO: Rena Cusma, Executive Officer

FROM: Paulette Allen, Clerk of the Council

RE: TRANSMITTAL OF ORDINANCE NOS. 93-516A, 93-517B AND 93-520

Attached for your consideration are true copies of the ordinances referenced above adopted by the Council on December 9, 1993.

If you wish to veto any of the ordinances referenced above, I must receive a signed and dated written veto message from you no later than 5:00 p.m., Thursday, December 16, 1993. The veto message, if submitted, will become part of the permanent record. If no veto message is received by the time and date stated above, these ordinances will be considered finally adopted.

I, Unette Harley, received this memo and true copies of Ordinance Nos. 93-516A, 93-517 and 93-520 from the Clerk of the Council on Dec 15, 1993.