

BEFORE THE METRO CONTRACT REVIEW BOARD

FOR THE PURPOSE OF AUTHORIZING) RESOLUTION NO. 00-2943
AMENDMENT NUMBER 4 OF THE)
PERSONAL SERVICES AGREEMENT WITH) Introduced by
PAC/WEST COMMUNICATIONS) Executive Officer Mike Burton

WHEREAS, Presiding Officer Rod Monroe entered into a Personal Services Agreement with Pac/West Communications, effective September 14, 1998 through June 30, 1999 and subsequently amended through June 30, 2000, for legislative affairs; and

WHEREAS, Pac/West Communications was selected as Metro's legislative affairs contractor pursuant to a competitive process; and

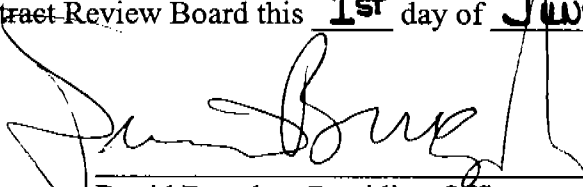
WHEREAS, Metro Council and the Executive Officer desire to increase the amount of the Pac/West Communications Personal Services Agreement to provide for legislative affairs services to June 30, 2000; and

WHEREAS, Metro's legislative affairs contract will be re-bid in a competitive process in the fall of 2000; now, therefore,

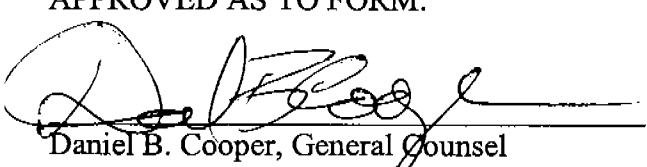
BE IT RESOLVED:

That the Metro Contract Review Board authorizes the Executive Officer to enter into Amendment No. 4 to the Personal Services Agreement with Pac/West Communications as shown in Exhibit A.

ADOPTED by the Metro Contract Review Board this 1st day of June 2000.


David Bragdon, Presiding Officer

APPROVED AS TO FORM:


Daniel B. Cooper, General Counsel

I:SM/PacWest

Exhibit "A"

AMENDMENT NO. 4 PERSONAL SERVICES AGREEMENT BETWEEN METRO AND PAC/WEST COMMUNICATIONS

This Amendment No. 4 to Personal Services Agreement (Agreement), hereby amends the above-titled Agreement between METRO, a metropolitan service district (Metro), and PAC/WEST COMMUNICATIONS, hereinafter referred to as "Contractor."

1. Contractor is presently performing and will continue to perform the services described in the original Agreement and Amendment Nos. 1, 2 and 3.
2. Metro and Contractor agree that the maximum contract price shall be increased by the amount of \$22,000.00, to a new maximum price of \$156,000.00.
3. The termination date of the original contract remains June 30, 2000.
4. This Agreement is a change order to the original Scope of Work as follows:

Contractor will work to expand Metro's distribution of information to and communication with federal legislators, especially those from Oregon and the Pacific Northwest. This will include meeting with legislators, their staff, and key committee members, forwarding material outlining Metro efforts and priorities, scheduling meetings for federal legislators and staff to tour the Metro facility, and general monitoring of legislation that might impact Metro and its programs. Contractor will meet with the delegation and its staff on a quarterly basis, and work with Metro staff to set up possible visits by the Metro Executive Officer and Metro Council with the delegation. Contractor will maintain regular contact with the contract manager and will provide updates for the Metro Executive and the Metro Council as requested. In addition to solid waste and flow control issues, Contractor will monitor issues such as:

The Endangered Species Act
Land Conservation Programs
Stream/Habitat Restoration Projects
Parks and Open Spaces Funding and Issues
Economic Development Opportunities
Federal Transportation Activities
Housing and Community Connectivity
Other Federal Activities

Except for the above, all other conditions and covenants remain in full force and effect.

In Witness to the above, the following duly authorized representatives of the parties referenced have executed this Agreement.

PAC/WEST COMMUNICATIONS

METRO

Signature

Signature

Print Name & Title

Print Name and Title

Date

Date

Exhibit "A"

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PAC/WEST COMMUNICATIONS

METRO

Signature

Signature

Print Name & Title

Print Name and Title

Date

Date

CHANGE ORDER SUMMARY

CHANGE ORDER NO. 4 INITIATION DATE 05/12/00

CONTRACT NO. 920849 PROJECT Legislative Affairs

CONTRACTOR PAC/WEST COMMUNICATIONS VENDOR #

PROPOSED BY Cathy Kirchner / Executive Office
PROJECT MANAGER/DEPARTMENT

FINANCIAL IMPACT BUDGET CODE/TITLE

Original Contract Sum: \$ 60,000

Net Change Orders to Date: \$ 74,000

Contract Sum Prior to this C/O: \$ 134,000

This Change Order Request: \$ 22,000

New Contract Sum, Post C/O: \$ 156,000

Fiscal Year 1999 - 2000
Appropriation: \$

Contract, Paid to Date: \$

Est. Appropriation Remaining: \$

EFFECTIVE DATE(S): 9/14/1998 thru 6/30/2000

REVIEW & APPROVAL:

DIVISION MANAGER DATE FISCAL DATE

DEPARTMENT DIRECTOR DATE BUDGET (MULTI-YEAR ONLY) DATE

DIRECTOR ADMIN SVC DATE LEGAL DATE

STATE & FEDERAL LEGISLATIVE AGENDA COMMITTEE REPORT
CONSIDERATION OF RESOLUTION NO. OO-2943, FOR THE PURPOSE OF
AUTHORIZING AMENDMENT NUMBER 4 OF THE PERSONAL SERVICES
AGREEMENT WITH PAC/WEST COMMUNICATIONS

Date: May 24, 2000

Presented by: Councilor McLain

Committee Action: At its May 23, 2000 meeting, the State & Federal Legislative Agenda Committee voted 3-0 to move Resolution 00-2943 to Council with no recommendation. Voting in favor: Councilors Atherton, Park and McLain.

Background: Metro entered into a personal services contract with Pac/West Communications in September of 1998 for legislative affairs services at the state level. The contract has subsequently been amended three times. Amendment #4 involves an increase in the scope of work to include tracking, education and communication assistance on certain issues identified in Exhibit A, at the federal level. This work has been directed to take place prior to the termination date of the existing contract, which is June 30, 2000. The contract amendment is for \$22,000, increasing the total amount of the contract to \$156,000.

- **Existing Law:** Contract amendments of over \$25,000 require Council approval. Although this amendment is for less than \$25,000, in aggregate the 4 amendments to this contract are for more than \$25,000.
- **Budget Impact:** The \$22,000 revenue needed to amend this contract is budgeted in the Public Affairs and Government Relations section of the Office of the Executive.

Committee Issues/Discussion: Bruce Warner, Chief Operating Office, gave the staff presentation. He expressed satisfaction with the work Pac/West has been doing, and indicated that the current workload of Pac/West is directed approximately 1/3 to federal issues and 2/3 to state issues. In addition to the background information listed above, he pointed out that the intention is to put these services out for bid this fall, or possibly even sooner. The committee expressed interest in that bid process. Councilor Atherton expressed some frustration in being able to gauge the value of this contract to Metro, including the amendment in question, without further information. Councilor Park requested further information with relation to prior contract amendments, and so moved the resolution to Council with no recommendation.

STAFF REPORT

CONSIDERATION OF RESOLUTION NO. 00-2943 FOR THE PURPOSE OF AUTHORIZING AMENDMENT NUMBER 4 OF THE PERSONAL SERVICES AGREEMENT WITH PAC/WEST COMMUNICATIONS

Date: May 9, 2000

Prepared by: Scott Moss

PROPOSED ACTION: Would amend the existing Personal Services Agreement with Pac/West Communications for legislative affairs. The amendment would increase the contract by \$22,000, and the total contract amount would become \$156,000.00.

EXISTING LAW: Metro Code 2.04.046 requires Personal Services contract amendments over \$25,000 be approved by the Metro Contract Review Board.

BACKGROUND: Metro secured the services of Pac/West Communications beginning September 1, 1998 for assistance for the 1999 Legislature. Pac/West Communications worked well with Metro officials and staff in developing a successful strategy for Metro during the 1999 Legislative Session. The current contract with Pac/West expires on June 30, 2000, however during the term of the contract, the contractor has been asked to do additional work, which has resulted in additional expense to the contractor. This contract amendment would fund those additional expenses through June 30, 2000.

The Presiding Officer and Executive Officer have reviewed the services provided by Pac/West during this period and recommend that the Council authorize the extension of Pac/West Communications' contract for the remainder of this fiscal year. Pac/West will provide assistance on interim committee work being conducted by the Oregon Legislature, several federal issues and activities, and will begin preparation work for the 2000-2001 Oregon State Legislative Session.

It is anticipated that proposals for legislative services will be solicited in the fall of 2000, with the intention that the successful proposer would begin on January 1, 2001.

BUDGET IMPACT: Resources are budgeted in Public Affairs and Government Relations through June, 2000.

RECOMMENDED ACTION: The Executive Officer recommends approval of Resolution 00-2943.