

BEFORE THE COUNCIL OF THE  
METROPOLITAN SERVICE DISTRICT

AN ORDINANCE AMENDING ORDINANCE NO. )  
90-340A REVISING THE FY 1990-91 )  
BUDGET AND APPROPRIATIONS SCHEDULE )  
TO FUND A TRI-MET MERGER SERVICES )  
STUDY )

ORDINANCE NO. 90-364

Introduced by Councilor  
Jim Gardner

WHEREAS, The Council of the Metropolitan Service District has reviewed and considered the need to modify the FY 1990-91 Budget; and

WHEREAS, The need for a modified budget plan has been justified; and

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

THE COUNCIL OF THE METROPOLITAN SERVICE DISTRICT HEREBY ORDAINS:

That Ordinance No. 90-340A, Exhibit B, FY 1990-91 Budget, and Exhibit C, Schedule of Appropriations, are hereby amended as shown in Exhibits A and B to this Ordinance for the purposes of funding a Tri-Met Merger Services Study.

ADOPTED by the Council of the Metropolitan Service District this \_\_\_\_\_ day of \_\_\_\_\_, 1990.

NOT ADOPTED  
Tanya Collier, Presiding Officer

ATTEST:

\_\_\_\_\_  
Clerk of the Council

kr:ord90-91:90-364:ord  
September 18, 1990

EXHIBIT A  
ORDINANCE NO. 90-364

FISCAL YEAR 1990-91		CURRENT BUDGET		REVISION		PROPOSED BUDGET	
ACCOUNT #	DESCRIPTION	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT
GENERAL FUND: Council							
Personal Services							
511121	SALARIES-REGULAR EMPLOYEES (full time)						
	Council Administrator	1.00	63,120			1.00	63,120
	Sr. Management Analyst	3.00	117,721			3.00	117,721
	Clerk of the Council	1.00	27,310			1.00	27,310
511221	WAGES-REGULAR EMPLOYEES (full time)						
	Administrative Secretary	3.00	67,775			3.00	67,775
511235	WAGES-TEMPORARY EMPLOYEES (part time)						
	Temporary Intern	0.20	3,055			0.20	3,055
	Temporary Administrative Support	0.30	6,000			0.30	6,000
512000	FRINGE		88,342				88,342
	<b>Total Personal Services</b>	<b>8.50</b>	<b>373,323</b>	<b>0.00</b>	<b>0</b>	<b>8.50</b>	<b>373,323</b>
Materials & Services							
521100	Office Supplies		3,300				3,300
521320	Dues		7,800				7,800
524110	Accounting & Auditing Services		50,000				50,000
524190	Misc. Professional Services		22,000		31,000		53,000
525640	Maintenance & Repairs Services-Equipment		1,000				1,000
526200	Ads & Legal Notices		500				500
526310	Printing Services		1,100				1,100
526440	Delivery Services		150				150
526500	Travel		10,500				10,500
526800	Training, Tuition, Conferences		4,000				4,000
528200	Election Expense		100,000				100,000
529110	Council Per Diem		76,320				76,320
529120	Councilor Expenses		25,400				25,400
529500	Meetings		6,500				6,500
	<b>Total Materials &amp; Services</b>		<b>308,570</b>		<b>31,000</b>		<b>339,570</b>
Capital Outlay							
571500	Purchases-Office Furniture & Equipment		3,800				3,800
	<b>Total Capital Outlay</b>		<b>3,800</b>		<b>0</b>		<b>3,800</b>
	<b>TOTAL EXPENDITURES</b>	<b>8.50</b>	<b>685,693</b>	<b>0.00</b>	<b>31,000</b>	<b>8.50</b>	<b>716,693</b>

EXHIBIT A  
ORDINANCE NO. 90-364

FISCAL YEAR 1990-91		CURRENT BUDGET		REVISION		PROPOSED BUDGET	
ACCOUNT #	DESCRIPTION	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT
GENERAL FUND:General Expenses							
Interfund Transfers							
581513	Trans. Indirect Costs to Bldg. Fund		117,577				117,577
581610	Trans. Indirect Costs to Support Svs. Fund		396,669				396,669
581615	Trans. Indirect Costs to Insurance Fund		6,804				6,804
582140	Trans. Resources to Transportation Fund		391,446				391,446
582142	Trans. Resources to Plan. & Dev. Fund		695,423				695,423
582610	Trans. Resources to Support Svs. Fund		230,818				230,818
Total Interfund Transfers			1,838,737		0		1,838,737
Contingency and Unappropriated Balance							
599999	Contingency		135,000		(31,000)		104,000
	Unappropriated Fund Balance		65,000				65,000
Total Contingency and Unappropriated Balance			200,000		(31,000)		169,000
TOTAL EXPENDITURES		17.30	3,333,633	0.00	0	17.30	3,333,633

EXHIBIT B  
 ORDINANCE NO. 90-364  
 SCHEDULE OF APPROPRIATIONS FY 1990-91

	CURRENT APPROPRIATION	REVISION	PROPOSED APPROPRIATION
<hr style="border-top: 1px dashed black;"/>			
GENERAL FUND			
<hr style="border-top: 1px dashed black;"/>			
Council			
Personal Services	373,323	0	373,323
Materials & Services	308,570	31,000	339,570
Capital Outlay	3,800	0	3,800
	<hr style="border-top: 1px dashed black;"/>	<hr style="border-top: 1px dashed black;"/>	<hr style="border-top: 1px dashed black;"/>
Subtotal	685,693	31,000	716,693
Executive Management			
Personal Services	477,987	0	477,987
Materials & Services	126,816	0	126,816
Capital Outlay	4,400	0	4,400
	<hr style="border-top: 1px dashed black;"/>	<hr style="border-top: 1px dashed black;"/>	<hr style="border-top: 1px dashed black;"/>
Subtotal	609,203	0	609,203
General Expense			
Interfund Transfers	1,838,737	0	1,838,737
Contingency	135,000	(31,000)	104,000
	<hr style="border-top: 1px dashed black;"/>	<hr style="border-top: 1px dashed black;"/>	<hr style="border-top: 1px dashed black;"/>
Subtotal	1,973,737	(31,000)	1,942,737
Unappropriated Balance	65,000	0	65,000
Total General Fund Requirements	3,333,633	0	3,333,633

ALL OTHER APPROPRIATIONS REMAIN AS PREVIOUSLY ADOPTED

## COUNCIL STAFF REPORT

ORDINANCE NO. 90-364, AN ORDINANCE AMENDING ORDINANCE NO. 90-340A  
REVISING THE FY 1990-91 BUDGET AND APPROPRIATIONS SCHEDULE TO FUND  
A TRI-MET MERGER SERVICES STUDY

Date: September 19, 1990

Presented by: J. Marlitt

### FACTUAL BACKGROUND AND ANALYSIS

On July 12, 1990, the Council adopted Resolution No. 90-1293A, creating the Tri-Met Merger Subcommittee to study legal and financial issues involved in consolidation of Tri-Met and Metro. In establishing the Subcommittee, the Council noted the need for outside consulting services to provide research and analysis of various issues.

The Subcommittee developed a Request for Proposals for "Metro/Tri-Met Merger Services" and issued it August 13 with a due date of August 27. The estimated project budget was \$15,000 to \$20,000. One response was timely received from the joint consulting team of Cogan Sharpe Cogan and Management Technology Associates, with a total project cost of \$37,083. Because only one response was received and its budget was nearly double the RFP estimate, the Subcommittee directed Council staff to call vendors who had not responded, find out why they did not submit proposals and ask whether they would respond if the budget were higher. Vendor follow-up results showed the primary reason for not responding to the RFP was the highly political nature of the project. Vendors also cited the project's complexity and high visibility. No vendor said they would definitely respond if the budget were higher.

Based on the vendor follow-up results and the thoroughness of Cogan Sharpe Cogan's proposal, the Subcommittee recommended to the Intergovernmental Relations Committee and the Council awarding the Tri-Met Merger Services contract to Cogan Sharpe Cogan. On September 13, the Council adopted Resolution No. 90-1322 approving the contract for Cogan Sharpe Cogan.

### ACTION REQUESTED

Funding for the Metro/Tri-Met Merger Study was not included in Metro's FY90-91 budget. To fund the project requires transferring funds from contingency to the Council Office budget. Ordinance No. 90-364 shifts \$31,000 from the General Fund contingency to Council Office "Miscellaneous Professional Services." This line item currently has \$22,000 for the following projects: \$6,000 for Bi-State Policy Advisory Committee work, \$10,000 for general consulting work (such as the Council policy retreats), and \$6,000 for potential cable access coverage of Council meetings. Based on projected actual expenditures of approximately \$15,000 from the line item, a contingency transfer of \$31,000 should provide adequate funds to meet the \$37,083 contract cost.

On September 11, the Intergovernmental Relations Committee reviewed a draft version of the ordinance which proposed a contingency transfer of \$22,000 to the Council Office "Accounting and Auditing Services" line item. Upon review with the Council Administrator, however, the \$22,000 was found to be too low because an incorrect amount for the Performance Audit contract had been used to calculate remaining available funds.