

BEFORE THE COUNCIL OF THE  
METROPOLITAN SERVICE DISTRICT

AN ORDINANCE AMENDING ORDINANCE NO. ) ORDINANCE NO. 90-374  
90-340A REVISING THE FY 1990-91 )  
BUDGET AND APPROPRIATIONS SCHEDULE ) Introduced by Rena Cusma,  
FOR THE PURPOSE OF ENHANCING COMPUTER) Executive Officer  
ACQUISITIONS IN THE TRANSPORTATION )  
DEPARTMENT AND PROVIDING FOR AN RLIS )  
MARKETING CONSULTANT )

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 purpose of  
enhancing computer acquisitions in the Transportation Department  
and providing for an RLIS marketing consultant.

ADOPTED by the Council of the Metropolitan Service  
District this 13th day of December, 1990.

  
Tanya Collier, Presiding Officer

ATTEST:

  
Gwen Ware-Barrett  
Clerk of the Council

EXHIBIT A  
ORDINANCE NO. 90-374

FISCAL YEAR 1990-91		REVISIONS						PROPOSED BUDGET	
		CURRENT BUDGET		Computer Enhancements		RLIS Consultant			
ACCOUNT #	DESCRIPTION	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT
TRANSPORTATION PLANNING FUND RESOURCES									
Resources									
299000	Fund Balance		204,815		73,500		10,000		288,315
331110	Federal Grants-Operating-Categorical-Direct								
	FY 91 Sec. 8		206,248		0		0		206,248
	FY 90 103(e)(4) UMTA		40,000		0		0		40,000
	UMTA 103(e)(4) Ph. II AA/DEIS-1205		678,361		(41,100)		(10,000)		627,261
	UMTA 103(e)(4) Milwaukie AA		980,058		0		0		980,058
	FY 88 Sec 8-Pub/Priv (OR-08-0054)		36,000		0		0		36,000
	Hillsboro Ext AA-Sec 9-Pass thru from Tri-Met		247,978		(57,400)		0		190,578
	FY 91 Sec 9-Pass thru from Tri-Met		150,000		0		0		150,000
	FY88 Sec 8 (OR-08-0051)		10,000		0		0		10,000
	FY89 Sec 9-Pass thru from Tri-Met		16,500		0		0		16,500
334110	State Grants-Operating-Categorical-Direct								
	FY 91 PL		239,501		0		0		239,501
	FY 91 FHWA-HPR		150,000		0		0		150,000
	FY 91 FHWA TA-HPR		21,500		0		0		21,500
	FY90 FHWA (e)(4)		35,000		0		0		35,000
	FY89 FHWA (e)(4)		50,463		0		0		50,463
	FY 91 ODOT Supplemental		150,000		0		0		150,000
	Westside Bypass - ODOT		30,000		0		0		30,000
337110	Local Grants-Operating-Categorical-Direct								
	Ph.II AA/DEIS Local Match-1205		109,242		0		0		109,242
	Milwaukie AA Local Match		150,348		0		0		150,348
	FY 90 Westside from Tri-Met		10,000		0		0		10,000
	FY 91 Tri-Met Sec 8/(e)(4)/Sec 9 match		22,000		0		0		22,000
	Hillsboro AA - local match		56,994		0		0		56,994
	Bi-State Study - IRC		15,000		0		0		15,000
339100	Local Government Dues Assessment		315,000		0		0		315,000
339200	Contract Services		25,989		0		0		25,989
341500	Documents & Publications		21,499		0		0		21,499
361100	Interest on Investments		12,000		0		0		12,000
379000	Other Miscellaneous Revenue		46,353		0		0		46,353
391010	Trans. Resources from Gen'l Fund		391,446		0		25,000		416,446
391530	Trans. Resources from S.W. Oper. Fund		208,153		0		0		208,153
Total Resources			4,630,448		(25,000)		25,000		4,630,448

EXHIBIT A  
ORDINANCE NO. 90-374

FISCAL YEAR 1990-91		REVISIONS						PROPOSED BUDGET	
		CURRENT BUDGET		Computer Enhancements		RLIS Consultant			
ACCOUNT #	DESCRIPTION	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT
TRANSPORTATION PLANNING FUND EXPENDITURES									
	Total Personal Services	30.50	1,436,787	0.00	0	0.00	0	30.50	1,436,787
	Materials & Services								
521100	Office Supplies		24,380		0		0		24,380
521110	Computer Software		15,000		43,100		0		58,100
521240	Graphics/Reprographic Supplies		2,690		0		0		2,690
521310	Subscriptions		570		0		0		570
521320	Dues		1,100		0		0		1,100
524110	Accounting & Auditing Services		5,000		0		0		5,000
524190	Misc. Professional Services		1,152,000		(98,500)		25,000		1,078,500
524210	Data Processing Services		750		0		0		750
525640	Maint. & Repairs Services-Equipment		36,985		18,215		0		55,200
526200	Ads & Legal Notices		2,500		0		0		2,500
526310	Printing Services		29,350		0		0		29,350
526320	Typesetting & Reprographics Services		1,000		0		0		1,000
526410	Telephone		6,060		0		0		6,060
526420	Postage		500		0		0		500
526440	Delivery Services		350		0		0		350
526500	Travel		21,000		0		0		21,000
526800	Training, Tuition, Conferences		6,720		0		0		6,720
528100	License, Permits, Payments to Other Agencies		1,035,000		0		0		1,035,000
529500	Meetings		1,000		0		0		1,000
529800	Miscellaneous		1,000		0		0		1,000
531100	Capital Lease-Furniture & Equipment		69,101		(15,265)		0		53,836
	Total Materials & Services		2,412,056		(52,450)		25,000		2,384,606
	Capital Outlay								
571500	Purchases-Office Furniture & Equipment		75,785		27,450		0		103,235
	Total Capital Outlay		75,785		27,450		0		103,235
	Interfund Transfers								
581513	Trans. Indirect Costs to Bldg. Fund		94,062		0		0		94,062
581610	Trans. Indirect Costs to Support Svs. Fund		320,428		0		0		320,428
581615	Trans. Indirect Costs to Insurance Fund		5,897		0		0		5,897
582142	Trans. Resources to Planning & Development Fund		111,582		0		0		111,582
582610	Trans. Resources to Support Svs. Fund		20,000		0		0		20,000
583610	Trans. Direct Costs to Support Svs. Fund		42,528		0		0		42,528
	Total Interfund Transfers		594,497		0		0		594,497

EXHIBIT A  
ORDINANCE NO. 90-374

FISCAL YEAR 1990-91		REVISIONS						PROPOSED BUDGET	
		CURRENT BUDGET		Computer Enhancements		RLIS Consultant			
ACCOUNT #	DESCRIPTION	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT
TRANSPORTATION PLANNING FUND EXPENDITURES (continued)									
Contingency and Unappropriated Balance									
599999	Contingency		92,479		0		0		92,479
	Unappropriated Fund Balance		18,844		0		0		18,844
	Total Contingency and Unappropriated Balance		111,323		0		0		111,323
	TOTAL EXPENDITURES	30.50	4,630,448	0.00	(25,000)	0.00	25,000	30.50	4,630,448

EXHIBIT A  
ORDINANCE NO. 90-374

FISCAL YEAR 1990-91	REVISIONS							
	CURRENT BUDGET		Computer Enhancements		RLIS Consultant		PROPOSED BUDGET	
ACCOUNT # DESCRIPTION	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT
<b>GENERAL FUND EXPENDITURES</b>								
ALL OTHER EXPENDITURES OF FUND	17.30	1,304,896		0		0	17.30	1,304,896
Interfund Transfers								
581513		117,577		0		0		117,577
581610		396,669		0		0		396,669
581615		6,804		0		0		6,804
582140		391,446		0		25,000		416,446
582142		695,423		0		0		695,423
582610		230,818		0		0		230,818
Total Interfund Transfers		1,838,737		0		25,000		1,863,737
Contingency and Unappropriated Balance								
599999		125,000		0		(25,000)		100,000
		65,000		0		0		65,000
Total Contingency and Unappropriated Balance		190,000		0		(25,000)		165,000
TOTAL EXPENDITURES	17.30	3,333,633	0.00	0	0.00	0	17.30	3,333,633

EXHIBIT B  
ORDINANCE NO. 90-374  
SCHEDULE OF APPROPRIATIONS FY 1990-91

	CURRENT APPROPRIATION	REVISION	PROPOSED APPROPRIATION
<b>GENERAL FUND</b>			
<b>Council</b>			
Personal Services	373,323	0	373,323
Materials & Services	308,570	0	308,570
Capital Outlay	3,800	0	3,800
Subtotal	685,693	0	685,693
<b>Executive Management</b>			
Personal Services	477,987	0	477,987
Materials & Services	136,816	0	136,816
Capital Outlay	4,400	0	4,400
Subtotal	619,203	0	619,203
<b>General Expense</b>			
Interfund Transfers	1,838,737	25,000	1,863,737
Contingency	125,000	(25,000)	100,000
Subtotal	1,963,737	0	1,963,737
Unappropriated Balance	65,000	0	65,000
<b>Total General Fund Requirements</b>	<b>3,333,633</b>	<b>0</b>	<b>3,333,633</b>
<b>TRANSPORTATION PLANNING FUND</b>			
Personal Services	1,436,787	0	1,436,787
Materials & Services	2,412,056	(27,450)	2,384,606
Capital Outlay	75,785	27,450	103,235
Interfund Transfers	594,497	0	594,497
Contingency	92,479	0	92,479
Unappropriated Balance	18,844	0	18,844
<b>Total Transportation Planning Fund Requirements</b>	<b>4,630,448</b>	<b>0</b>	<b>4,630,448</b>

ALL OTHER APPROPRIATIONS REMAIN AS PREVIOUSLY ADOPTED

NOTE: THIS ACTION ASSUMES THE ADOPTION OF ORDINANCE NO. 90-370, THE FY 1990-91 SUPPLEMENTAL BUDGET, AND ORDINANCE NO. 90-373

STAFF REPORT

CONSIDERATION OF ORDINANCE NO. 90-374 AMENDING  
ORDINANCE NO. 90-340A REVISING THE FY 1990-91 BUDGET  
AND APPROPRIATIONS SCHEDULE FOR THE PURPOSE OF  
ENHANCING COMPUTER ACQUISITIONS IN THE TRANSPORTATION  
DEPARTMENT AND PROVIDING AN RLIS MARKETING CONSULTANT

Date: November 15, 1990

Presented by: Andrew C. Cotugno  
Jennifer Sims

FACTUAL BACKGROUND AND ANALYSIS

This Ordinance provides the necessary amendments to the FY 1990-91 budget to increase and enhance computer acquisitions in the Transportation Department and to provide funding for a marketing consultant for the RLIS program. The specific requests are explained in detail below.

Computer Acquisitions

The adopted FY 90-91 budget provided for several major areas of computer acquisitions for the Transportation Department:

- . Replacement of the Masscomp computer used for travel forecasting
- . Expansion of the HP computer used for RLIS
- . Addition of personal computers for transportation planners
- . Addition of peripherals for common usage

Over the past six months, Transportation and Data Processing staff have gone through an extensive process to evaluate how to best serve the needs of the department. The overall data processing plan for the department was established in October 1988, as shown in Attachment A. The FY 90-91 budget provided for implementation of major components of the system plan, including replacement of the Masscomp computer, upgrading of the RLIS computer (HP), addition of PCs for the Planning section and additions of shared peripherals. Since adoption of the FY 90-91 budget, a detailed "Request for Proposals" process was completed for the major elements of the acquisition involving the Masscomp replacement and common peripherals. Based upon this evaluation, the budget amendments summarized below (see Attachment B for details) are recommended:

1. Masscomp Replacement - The total cost of the Masscomp replacement is proposed to be increased by approximately \$53,000 as follows:

	<u>Budget</u>	<u>Proposed</u>
New Computer lease	\$ 40,044	\$ 32,234
Software	3,726	26,900
EMME/2 License		
Upgrade	2,500	18,700
Maintenance	8,470	23,420
Printer	0	2,100
Installation and Training	<u>0</u>	<u>4,000</u>
Total	\$ 54,740	\$107,354

This replacement computer provides a significant improvement in capacity and provides a future upgrade path. Providing this level of improvement is critical because of the overload during the past year in need for travel forecasts. The project schedules for Metro and other agencies have been seriously hampered as a result. The increased cost reflected here is largely due to software costs. The EMME/2 license upgrade cost is based upon the power of the machine running the software. Due to the substantial increase in power over the Masscomp, a significant portion of the increase is software license cost. In addition, the new license fee is based upon its application to a more detailed travel forecasting system (1,000 traffic zones rather than 500), necessitated by the finer level of detail needed for Metro studies. The second item involves purchasing rather than leasing other software, including the computer operating system, a word processor, a spreadsheet, a statistical package and a report generator. The actual computer lease cost is reduced from the budget level since it is included for six months rather than a full year. The FY 91-92 cost will be correspondingly higher. The maintenance costs are higher due to the delay in retirement of the Masscomp and the higher cost of maintenance for a larger machine.

The acquisition also includes a laser printer (\$2,100), allowing the travel forecasting section to retire an old Tektronix terminal and screen copier for an annual maintenance cost savings of \$2,489 per year.

2. RLIS - The budget included expansion of the memory and disk for the HP computer used for RLIS plus the addition of a work station. These acquisitions are complete or in process for a \$7,000 savings. In addition, a laser printer (\$2,100) is proposed to be added for the use of this section. The



existing printer in use by this section will be shifted to the Transportation Planning section (described in 3. below).

3. Transportation Planning - This section of the Department requires personal computers that can serve multiple functions, including high capacity and graphics quality for access to the travel forecasting and RLIS computers. In addition, stand alone functions involving spreadsheet applications, word processing, report generation and statistical analysis is needed for their studies and reports. The budget provided for two new computers and two upgrades to existing computers. The budget is proposed to be amended to allow instead for four new computers so that the section can standardize with Apple Macintosh and to allow one of the upgrades to continue to be used for the travel forecasting section as a stopgap until the Masscomp replacement is available. This change involves an increase in the budget from \$18,000 to \$24,500.
4. Shared Equipment - The adopted budget provided for two components of department-wide shared equipment. The budget amendment revises the cost on these two items plus proposes to add two new items, as follows:
  - a. Network - The budget included installation of a local area network to interconnect the three sections of the department and provide access to shared equipment. The budget is proposed to be increased from \$7,775 to \$22,210 based upon a more detailed specification of the installation.
  - b. Optical Disk Drive - The lease of a multiple disk drive was budgeted at \$13,670. The revised budget includes a single disk drive (to be leased at \$1,790) instead to meet short-term needs. Future evaluation will be given on the need for more capacity for future needs.
  - c. Electrostatic Color Plotter - Color plots are frequently produced using the RLIS and EMME/2 programs. The current method involves using a multi-pen plotter. This method is effective for line drawings (such as street maps) but is very inefficient for complicated plots involving shading of large portions of a map (typical of an RLIS map). An electrostatic color plotter is proposed to be added to provide a higher quality and faster method of plotting complex maps (typically reducing plot time from three hours to eight

minutes). This is proposed to be leased at \$8,591 for six months of FY 91. The total three-year lease will be \$51,546.

- d. Secretarial and General Access Printer - The existing NEC printer available to the secretaries is proposed to be retired and replaced with a new printer. It doesn't support some of the printing capabilities provided by the software in use in the department and requires frequent service. The replacement would be available to the full staff through the network rather than just the secretaries as is presently the case. The added cost is \$2,800.
- e. Surge protection devices have been added at a cost of \$5,500 to protect the department's equipment from power fluctuations.

The proposed budget amendment would revise the Materials and Services and Capital spending authority to allow for these changes. The overall spending authority remains unchanged as a result of a corresponding reduction in M&S costs associated with LRT consultant activity which has been either reduced or delayed. The actual consultant contract amounts will be established in the UMTA grants upon receipt and will carry forward into FY 91-92. The increased revenues for these added computer costs (\$74,000) are proposed to be from an unanticipated increase in the Transportation Department fund balance carried over from FY 89-90 to FY 90-91.

#### RLIS Marketing Consultant

At the direction of the IGR Committee, staff has initiated a consultant selection process to provide assistance in defining how to market and price RLIS services to the general public and business community. The IGR Committee has reviewed and concurred with the RFP. This task is estimated to cost \$35,000.

The proposed budget amendment would allow for this contractual service within existing M&S authority as a result of LRT consultant activity having been reduced or delayed. The revenues are proposed to be \$10,000 from an unanticipated increase in the Transportation Department fund balance plus \$25,000 increase in the transfer from the General Fund to the Transportation Department. The change in the transfer amount is included in this ordinance as a budget amendment which is offset by a corresponding reduction in the General Fund contingency.

Staff Report  
Ordinance No. 90-374  
Page 5

**EXECUTIVE OFFICER'S RECOMMENDATION**

The Executive Officer recommends the adoption of Ordinance No. 90-374, increasing and enhancing computer acquisitions for the Transportation Department and providing a marketing consultant for the RLIS program.

# TRANSPORTATION DEPARTMENT STRATEGIC PLAN

## Computer System Concept Overview

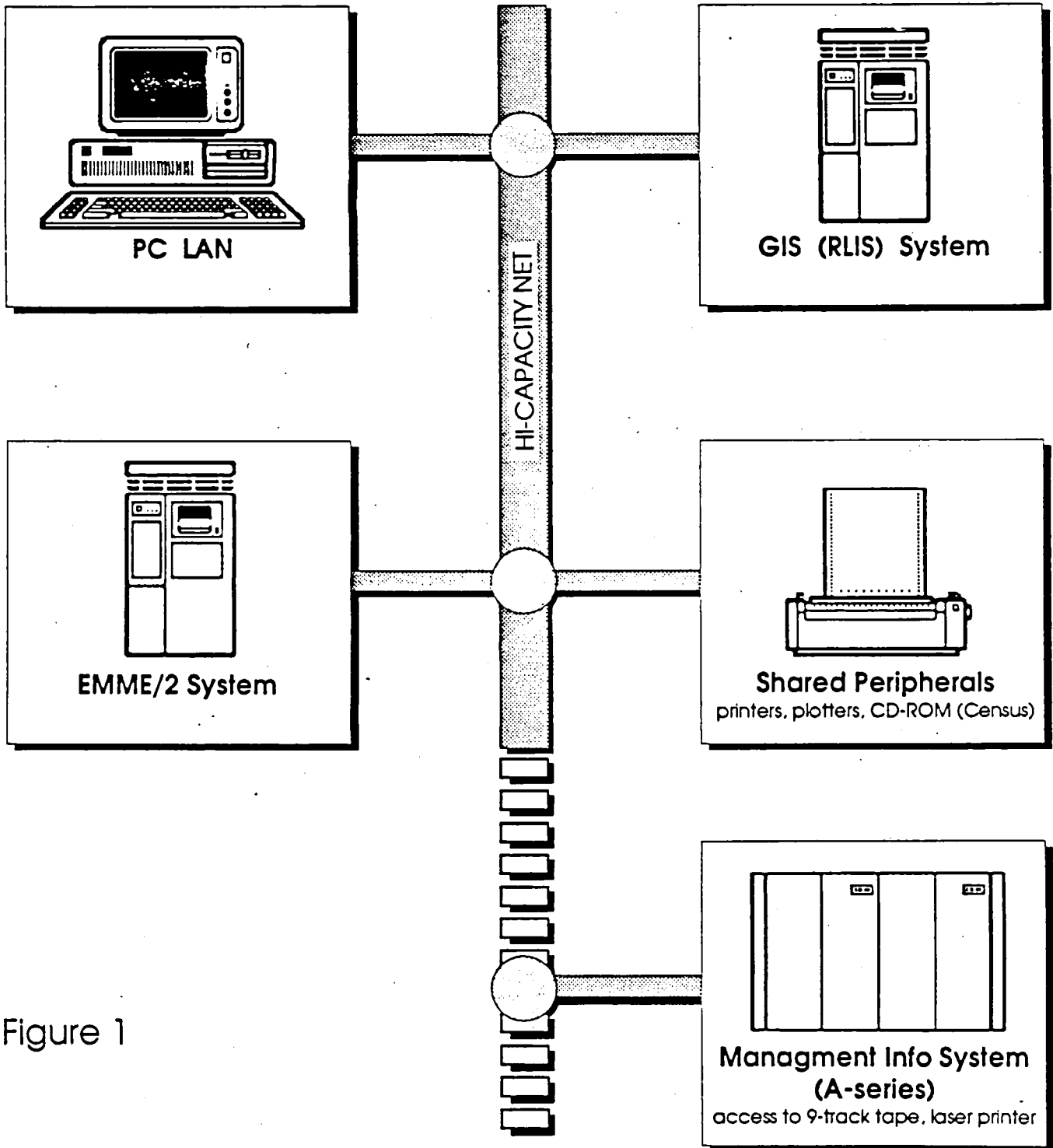


Figure 1

## Attachment B

FY 90-91 Transportation Department Budget Amendment

<u>Account</u>	<u>Description</u>	<u>Adopted Budget</u>	<u>Change</u>	<u>Proposed Budget</u>
521110	Computer Software			
	EMME/2 License Upgrade	\$ 2,500	16,200	\$ 18,700
	New Computer Software	0*	26,900	26,900
	All Others	<u>12,500</u>	<u>0</u>	<u>12,500</u>
		\$ 15,000	43,100	\$ 58,100
	*See also under 531100 - Leased Furniture and Equipment			
525640	Maintenance and Repairs - Equipment			
	Masscomp/INRO/New Computer			
	Maintenance	\$ 8,740	14,950	\$ 23,420
	Network	375	2,825	3,200
	Optical Disk	1,000	(400)	600
	Electrostatic Plotter	0	840	840
	All Others	<u>27,140</u>	<u>0</u>	<u>27,140</u>
		\$ 36,985	18,215	\$ 55,200
531100	Capital Lease - Furniture and Equipment			
	Optical Disk	\$ 12,670	(11,480)	\$ 1,190
	New Masscomp Replacement	40,044	(7,810)	32,234
	Masscomp Replacement Software	3,726	(3,726)	0
	Electrostatic Plotter	0	7,551	7,551
	All Others	<u>12,661</u>	<u>0</u>	<u>12,661</u>
		\$ 69,101	(15,265)	\$ 53,836
571500	Capital - Office Furniture and Equipment			
	New PCs (Macintosh)	\$ 14,000	8,000	\$ 22,000
	PC Upgrade	4,000	(1,500)	2,500
	Network	7,400	11,610	19,010
	HP-RLIS Expansion	37,000	(7,160)	29,840
	Switches, Cables, Surge Protection, etc.	1,500	5,500	7,000
	Printers	0	7,000	7,000
	New Computer Installation and Training	0	4,000	4,000
	All Others	<u>11,885</u>	<u>0</u>	<u>11,885</u>
		\$ 75,785	27,450	\$103,235

<u>Account</u>	<u>Description</u>	<u>Adopted Budget</u>	<u>Change</u>	<u>Proposed Budget</u>
524190	Miscellaneous Professional Services			
	RLIS Marketing			
	Consultant	\$ 0	35,000	\$ 35,000
	I-205/Milwaukie LRT	770,000	(51,100)	718,900
	Hillsboro LRT	132,000	(57,400)	74,600
	All Others	<u>250,000</u>	<u>0</u>	<u>250,000</u>
		\$1,152,000	(73,500)	\$1,078,500
All Other Categories		2,575,757	0	2,575,757
Total Department		\$3,924,628	0	\$3,924,628

Amended Contracts List - Transportation

	<u>Approved</u>	<u>Proposed</u>
EMME2/INRO Proc New equipment necessitated higher license	\$ 2,500	\$ 18,700
RLIS Marketing Study		35,000
Software - New Computer - SAS, WordPerfect, FrameMaker, Unix		26,900
Masscomp/INRO/New Computer Maintenance	8,470	23,420
PC (Macintosh) 4	14,000	22,000
Networks - Ethernet, Netcard		19,010

FINANCE COMMITTEE REPORT

ORDINANCE NO. 90-374 AMENDING THE FY 1990-91 BUDGET AND  
APPROPRIATIONS SCHEDULE FOR THE PURPOSE OF ENHANCING  
COMPUTER ACQUISITIONS AND PROVIDING AN RLIS MARKETING  
CONSULTANT

---

Date: December 7, 1990                      Presented by: Councilor Devlin

Committee Recommendation: At its December 6, 1990 meeting the Committee voted unanimously to recommend Council adoption of Ordinance No. 90-374. Voting in favor were Councilors Devlin, Gardner, Van Bergen and Wyers. Councilor Collier was excused.

Committee Discussion/Issues: Kathy Rutkowski, Budget Analyst presented the staff report. The budget amendment is for two purposes -- 1) to implement the Transportation Department computer plan, and 2) to hire a consultant to provide assistance in marketing and pricing RLIS services to the general public. These expenditures will be funded mainly from an unanticipated increase in the department's fund balance carried over from the prior two fiscal years and a transfer of \$25,000 from the General Fund contingency to the Transportation Planning Fund.

Councilor Gardner indicated that these expenditures have been reviewed and are supported by the Intergovernmental Relations Committee.

RD:DEC:lar  
A:LEGIS\90-374.RPT