



2015

MULTNOMAH
COUNTY
PURCHASING
ANNUAL REPORT



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This 2015 Annual Report covers July 1, 2014 through June 30, 2015



MULTNOMAH COUNTY **PURCHASING** ANNUAL REPORT 2015

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A MESSAGE FROM THE PURCHASING MANAGER



This report is an overview of the many standard process measures that are important to track to ensure that Purchasing is providing the efficient and cost effective services taxpayers expect. But beyond the core function of overseeing the purchase of the goods and services needed to support the County's broader mission, there are a number of specific initiatives highlighted in this report that are important to telling the story of what we do.

2015 was a watershed year for construction purchasing in Multnomah County. In addition to successfully selecting the design and construction team for the new Downtown Courthouse, we selected an Owner's Representative as part of the re-set effort for the Health Department Headquarters building project. I look forward to our continued involvement on these projects as they move through the design and construction phases. We are also beginning to see results from outstanding work on the Sellwood Bridge project. This single project has so far involved 122 DMWESB certified businesses and trained 276 apprentices. Many of the lessons we have learned from this project are being integrated into the Downtown Courthouse and Health Department Headquarters projects.

The year also saw a very successful pilot program for handling the County's surplus. How the County ensures that the highest and best use of the goods and materials we have purchased is a critical issue to demonstrating appropriate stewardship of taxpayer resources. Last year we processed more than 12,000 items weighing 113,548 pounds and sent less than 1% to the landfill. We engaged public, private, and nonprofit partners to create the beginnings of a surplus system that is both efficient and accountable – and we did it within our existing resources. We are committed to creatively engage partners and our internal County clients to foster this program moving forward.

The County's Purchasing team continues to grow and develop, both in response to the demographic shifts in our workforce, and as proactive agents to improve service to both our internal clients and vendors. We continue to seek more efficient methods as well as opportunities to create value through partnerships with other agencies. But fundamentally, it is the individual staff of Multnomah County Purchasing who makes the services we provide possible. They are a dedicated team who consistently seek to improve how we do business and I am inspired by both their professionalism and passion.

Sincerely,

A handwritten signature in black ink that reads "Brian R. Smith". The signature is stylized, with a large, looping "B" and a distinct "S" at the end.

Brian R. Smith,
Purchasing Manager, Multnomah County



OUR MISSION

We purchase goods and services to support the County's diverse needs. We ensure the best value for our citizens by facilitating a fair and transparent process.

OUR ROLE

The Purchasing team supports County operations by managing County processes for buying goods and services, striving to achieve the best combination of price, quality and service. We support County goals of socioeconomic importance by enhancing the sustainability of the County's purchases and maximizing contracting opportunities for all vendors, including Minority-owned, Women-owned, and Emerging Small Businesses (MWESBs). Throughout the year, Purchasing staff support departments countywide to purchase a wide range of products, as well as both professional and non-professional services. These purchases enable the County to provide optimal delivery of services to its citizens.

WWW.MULTCOPURCH.ORG

FY 2015 PURCHASING STAFF

Doreen Blome, CPPB
Kathi Braeme-Burr, CPPB, CCA, OPBC
Karen Brown
John Classen, MCA
Lisa Emery, CPPB
Lee Fleming, CPPB, OPBC
Jerry Jelusich, CPPB
Shawn Postera, MLIS
Paula Rickman, CPPB
Lawrence Russell, CPPB, CCA
Emilie Schulhoff, CPPB
Brian Smith, CPPO
Tessa Steele
Sherry Taylor
Annie Teav
Christy Tran
Lynne Waite, CPPB, OPBC
Kelly Sue Wilhelm
Barry Zimmerman, CPPB

\$132,583,870

TOTAL VALUE OF CONTRACTS AWARDED

802

TRAINING HOURS
PROVIDED TO
COUNTY PARTNERS

65%

STAFF WITH
PROFESSIONAL
CERTIFICATIONS

\$5,863,401

PAYMENTS MADE TO MWESBs

562

TRAINING HOURS
PROVIDED TO
MWESBs AND FUTURE
ENTREPRENEURS

32

CONTRACTS
AWARDED TO
MWESBs

2,641

WORKFORCE
HOURS ACHIEVED

1,154

CONTRACTS
AND
AMENDMENTS
PROCESSED

5

BUSINESS AND
WORKFORCE
DEVELOPMENT
PROGRAMS
SPONSORED

11,160

TRAINING HOURS PROVIDED
TO INDIVIDUALS INTERESTED
IN CONSTRUCTION

583

TRAINING HOURS
PROVIDED TO
COUNTY STAFF

19%

CONTRACTS
AWARDED TO MWESBs

93

BUSINESS AND
WORKFORCE
PARTICIPANTS
TRAINED



2015

**MULTNOMAH COUNTY
PURCHASING**



ACHIEVEMENTS

MWESB & SOCIAL EQUITY

At Multnomah County, social equity is deeply imbedded into our values, policies, contracting efforts, sponsorships, and regional partnerships. With small businesses accounting for 95% of all businesses within the County, they are vital to our economic and community development efforts. Through a number of existing programs, Multnomah County demonstrates its commitment by directing financial support to sponsor business and workforce development training for MWESBs and their employees, as well as for individuals seeking to enter the construction industry. These efforts are making a positive contribution towards the success and growth of a diverse vendor pool and workforce.

ECONOMIC & COMMUNITY DEVELOPMENT

The following organizations are focused on helping small businesses by providing programs for individuals to build skills and obtain meaningful employment in the construction trades and other areas of business. Multnomah County is a leader, contributing to the vitality of the local economy and community by providing financial support, staff participation and hands-on business and workforce training opportunities.

OAME YOUTH SUMMIT



For the past 15 years OAME has hosted a Youth Academy with more than 650 high school students participating. The Youth Academy aims to engage tomorrow's leaders in business practices through a variety of speakers, activities, videos and presentations and to improve their entrepreneurial skills of by sparking an interest in business at a young age. During the Summit, participants work in teams to produce a business plan for a hypothetical business that is both profitable and sustainable. This past year 55 individuals attended. Multnomah County's Supplier Diversity Officer, Lee Fleming, represented the County as a speaker.

UNIVERSITY OF WASHINGTON MINORITY BUSINESS EXECUTIVE PROGRAM

University of Washington's Michael G. Foster School of Business provides training to minority business professionals in a variety of areas, including: finance and accounting, human resource management, leadership, marketing and brand strategy, relationship marketing and strategic thinking. This program provides training to approximately two dozen minority-owned businesses each year. Multnomah County has sponsored the attendance of at least one State of Oregon certified business owner each year since 2009. This year Multnomah County sponsored Charlene Mashia, CPA, owner of The Tax Techs, LLC, a certified minority and women owned firm.

Charlene Mashia, CPA, a finance professional with a diverse background in tax, accounting, auditing, budgeting, business technology, and entrepreneurship, has over 20 years of experience with small businesses, non-profit organizations and Fortune 500 companies. Charlene's passion is to help small businesses and nonprofit organizations grow and thrive. Charlene holds a degree in accounting from the University of Portland and a Masters in Taxation degree from Portland State University. She is a licensed CPA in the state of Oregon and lives in Portland.



"Thank you for the opportunity to represent Multnomah County at the Minority Business Enterprise Program. It was an awesome experience! I met wonderful people and the technical knowledge and practical tools obtained is immeasurable. As a minority business owner, the skills I acquired in finance, marketing, branding, law, and leadership, under the tutelage of excellent professors at the University of Washington, will be useful in further developing and growing my business."



Photo: Dawn Jones Redstone

OREGON TRADESWOMEN, INC.

Oregon Tradeswomen, Inc. (OTI) provides training opportunities for low-income girls and women by holding the Building Girls Summer Camp and the Trades and Apprenticeship Career Class for Women. Multnomah County helped sponsor the January and March Trades and Apprenticeship Career Classes this past fiscal year. A total of 88 low-income women benefited from the training for careers in the building, construction, mechanical and utility trades. Many graduates of OTI's training programs go on to enroll in apprenticeship programs and to become Journey level trades people.

TURNER SCHOOL OF CONSTRUCTION



This training program is offered to Minority, Women and Emerging Small Business owners in the construction industry on an annual basis. Over a ten week period, participants learn about: Effective business plans, banking and financial management, marketing strategies, scheduling and estimating, purchasing, daily operations, safety, billing, risk management, and measuring per-

formance. In FY 2015, Turner School of Construction graduated 37 MWESBs representing a mix of owners and employees of MWESBs. In addition to providing financial support, Multnomah County and other participating public agencies teach one of the seminars, which focuses on doing business with public agencies.

CONSTRUCTING HOPE



Constructing Hope is a nonprofit pre-apprenticeship training program committed to rebuilding lives through training and career placement in the construction industry. The program is focused on providing training for low income individuals. In 2015 Constructing Hope graduated 66 individuals, with 26 of those gaining entry into

apprenticeship programs shortly after graduation. These low-income women and men received hands-on training in: resume writing, interviewing techniques, financial management, blueprint reading, construction math and sustainable building techniques.

OUTREACH

Throughout the year, Multnomah County staff attends more than 100 community meetings and events to market construction, professional and personal services opportunities to the small business community. Attending community outreach events supports and strengthens partnerships with diverse organizations and communities, as well as demonstrates our commitment to business equity. Organizations include:

Oregon Association of Minority Entrepreneurs
Hispanic Metropolitan Chamber of Commerce
Oregon Public Purchasing Association
Asian Pacific American Chamber of Commerce
Philippine American Chamber of Commerce
African American Chamber of Commerce

Oregon Native American Chamber of Commerce
Metropolitan Contractors Improvement Program
Urban Entrepreneurs Network
Salem Capitol Connections
National Association of Minority Contractors of Oregon



REGIONAL LEADERSHIP



Multnomah County has taken a leadership role in coordinating regional public sector partners to improve policies and efforts to ensure the long-term success of Minority-owned, Women-owned, and Emerging Small Businesses. The MWESB Summit, originally developed and led by the County to address how public agencies can better support the efforts of certified firms to do business with them, was repurposed under the umbrella of a partner organization, Business Diversity Institute, Inc. (BDI). This partnership has provided a more effective platform to better develop impact and support strategies to assist certified businesses in the region by bringing practitioners from public and private organizations together. The MWESB Summit was changed to the Diversity Practitioners Summit and is chaired by Lee Fleming, who serves as a member of the Board of BDI.

In addition, Multnomah County, in collaboration with the Northwest Mountain Supplier Diversity Council, is leading discussions on a broader scale of issues further impacting the certified business community and best practices among public and private organizations.



WORKFORCE TRAINING & HIRING PROGRAM

Multnomah County requires workforce training on large construction projects to ensure equal employment opportunity in the construction trades. It is required of prime contractors with contracts of \$200,000 or more and subcontractors with contracts of \$100,000 or more that 20% of workforce hours, per trade, are worked by State-registered apprentices. Contractors are also required to make efforts to ensure their workforce is reflective of the diversity of Multnomah County.

Apprenticeships typically last between two to five years and involve both a classroom training and an on-the-job training portion. Apprentices begin their apprenticeship earning 50% of a journey worker's rate of pay. Their wages typically increase 5% every six months until they reach the journey worker status.

Over the past three fiscal years, the majority of workforce training has been provided on the Sellwood Bridge Project. Five additional projects met requirements and presented training opportunities for apprentices:

- The Multnomah County Health Clinic HVAC Upgrade
- The Multnomah Building Water Repellant, Sealant and Brick Repair
- The Multnomah County Courthouse Mechanical Repair
- The Multnomah County Library Administration Building Boiler Replacement
- The Multnomah County Library Administration Building Interior Reconfiguration

A combined 25% apprenticeship participation was achieved on these projects, equaling 661 hours of training. A total of 2640.5 workforce hours were achieved, with 25%, or 670 hours, by minority workers.

MWESB PARTNERS

KARLA NISWANDER

Karla Niswander was introduced to the career opportunities in the construction trades by Oregon Tradeswomen Inc. (OTI), a nationally recognized pre-apprentice training organization dedicated to diversifying the construction trades by increasing the number of women entering the industry. After completing OTI's seven week Trades & Apprenticeship Career Classes, Karla obtained the entry level skills necessary to enroll in a State of Oregon registered apprenticeship program at Northwest College of Construction in 2012. Shortly after enrolling, she began working for Pacific Mark Construction and more recently for Slayden-Sundt JV, on the Sellwood Bridge Project, improving her skills and gaining valuable industry knowledge.

"My experience on the Sellwood Bridge project has been a positive experience. Everyone has been helpful and willing to offer lots of advice. I like to talk to other women about the career opportunities in the construction trades and encourage friends to enroll in the OTI pre-apprenticeship training program and the Northwest College of Construction."



"This contract has brought a great deal of pride to our team along with a durable revenue stream. Thank you for providing us with the opportunity to compete for this contract. We are excited that we won and that we have already forged what we believe is a great relationship with Multnomah County that will hopefully present additional opportunities."

– Eric Ufer, Owner, Pest Solutions, LLC.

PEST SOLUTIONS, LLC

Eric Ufer founded Pest Solutions after having a firsthand experience with the cost, disruption and frustration home owners are faced with pests. Forced to confront pest issues in his rental properties, Eric sought to develop solutions that were both cost effective and less harmful to the environment. Eric's journey of discovery led him to create Pest Solutions, LLC which has grown steadily since their 2010 founding, being recognized as a Rising Star by the Small Business Administration in 2014 and most recently awarded a contract with Multnomah County to provide after hours animal control services.





SURPLUS PROPERTY PILOT

**TOTAL SURPLUS
PROPERTY PROCESSED**
113,548.26 LBS

**TOTAL NON-CASH
RELEASING VALUE**
OF \$344,031

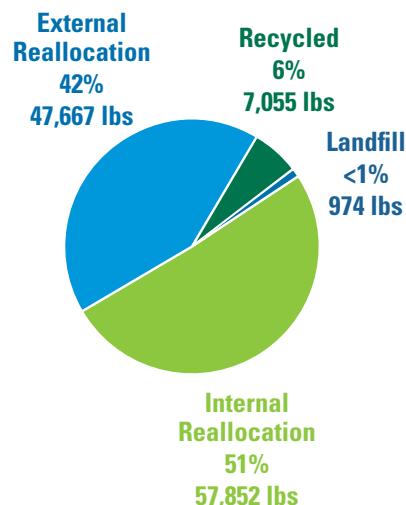
EXTERNAL REALLOCATION:
\$136,039
INTERNAL REALLOCATION:
\$207,992

Multnomah County committed to conduct a surplus property Pilot to find a sustainable surplus property solution that would address the needs of the Regional Surplus Property Working Group (RSPWG), of which the County is a founding member.

We began our pilot by identifying assets to sell. In FY2015, Multnomah County sold \$6,622.25 in assets. These sales were mostly capital assets that have identified life cycle costing programs in place. We found that non-capital assets have a lower dollar value and were more difficult to sell because currently there is not a market for these items.

Multnomah County built a partnership with Portland State University's Community Environmental Services (CES), the Institute for Sustainable Solutions and the Oregon Department of Corrections (ODOC) to pilot a more efficient and formalized approach to processing surplus property. This coalition launched the surplus property pilot which engaged Multnomah County employees, non-profit agencies, and other government entities as a part of the process.

Through the pilot, we found we needed to focus on finding effective solutions for managing a vast surplus of office furniture and supplies currently taking up costly space throughout Multnomah County's system of 131 buildings. We found that surplus office furniture and supplies typically have a lower dollar value individually, but collectively they have a large non-cash releasing value. Here are the results from the pilot:



MOVING FORWARD

The Surplus Property Pilot has revealed tremendous opportunities for financial and environmental gains. The next step will be to determine the scale of the program through an expanded group of partners. Multnomah County is already taking the lead to drive this development effort forward. The Surplus Property Pilot resulted in an exciting and potentially transformative area of sustainable business practices that is gaining momentum and support.

HEALTHY PURCHASING

Multnomah County is committed to integrating healthy purchasing into the way we obtain the goods and services we need. Our Healthy Purchasing Initiative, in partnership with the City of Portland, is meant to limit the exposure of toxic substances through the purchase of safer products along with sustainable personal and professional service practices.

During FY2015 we strengthened our Healthy Purchasing Initiative by continued collaboration with The City of Portland, the Sustainable Purchasing Leadership Council and the Healthy Purchasing Coalition. These efforts are led by the Oregon Environmental Council.

Our FY2015 Healthy Purchasing Initiative Goals aimed to accomplish:

- The enhancement of marketplace transparency by providing more information to buyers about chemicals.
- The adoption of a common and consistent format for chemical disclosure that will help save other entities time and money.
- The creation of safer environments for citizens and public employees based on the avoidance of hazardous chemicals and materials.

We will continue to provide technical support for healthier purchases that can be seen in our solicitations, contracts, and in vendor outreach. In FY2016 we look forward to continuing our work by fostering a workplace that seeks an open, systemic approach to eliminating toxic substances from our community. To that end, it will be critical that to integrate:

- Data on climate change from an environmental justice and equity perspective;
- The initiation of engendering balanced, meaningful participation from all stakeholders, and;
- A focus on resource allocation benefiting all in our community.



SUSTAINABLE PURCHASING

THE TRIPLE BOTTOM LINE OF SUSTAINABILITY –
ENVIRONMENT, EQUITY AND ECONOMIC IMPACTS



Our Sustainability work supports the County's Mission that all residents of Multnomah County have the right to a sustainable and healthy environment. In FY2015, we continued our efforts of environmental stewardship while developing a better understanding of how the intersection of empowering community members, economic conditions, planning, and sourcing impact decisions surrounding sustainability.

In order to improve the overall population's health and success, while eliminating the unequal structuring of life's chances, we must address the social, structural, economic, environmental and political factors (also known as the social determinants) that lead to such inequities. To do so, we've expanded our network internally and externally to build capacity in sustainability. Our intention is to inspire not only reflective, intentional thinking and planning, but also to generate improvements in our procurement planning process in the impact areas of Sustainability: Environment, Equity, and Economic Impacts.

We are a member of The Sustainable Purchasing Leadership Council (SPLC), which is a non-profit organization whose mission is to support and recognize purchasing





leadership that accelerates the transition to a prosperous and sustainable future. The SPLC is a structured space for organizations to come together to further develop knowledge of sustainability in procurement.

Our participation in the SPLC has positively impacted our business practices, enhanced staff knowledge of industry trends and given us leadership recognition in the field of sustainable procurement among peers.

The Council's programs and community of practice aims to help purchasers to:

- **Prioritize** opportunities to influence the social, environmental and economic life cycle impacts of purchased goods and services;
- **Identify** existing leadership standards and approaches that address these priorities;
- **Benchmark** progress toward goals, and receive recognition for advancement.

Internally our sustainability program is the framework where cross-sector solutions are developed and resources identified for the implementation of sustainable practices. We are working to foster a responsive culture and supporting tools that will meet the evolving needs of our citizens and empower them. We will continue to build upon our equity and diversity practices with workforce diversity and support to DBEs/ MWESBs, and seek ways for all County citizens to be able to participate in our business processes.

MOVING INTO ACTION

We are building capacity for sustainability in our work culture by providing a supportive, flexible environment and looking at accountability in our procurement planning and contracting processes. We are accomplishing this by:

- **Valuing** on-going dialog as we continue to develop the tools and provide a learning environment;
- **Expecting** on-going evolution;
- **Providing** on-going technical assistance in daily operations with person to person contact, online resources, and formal training;
- **Establishing** clear roles, timelines, and outcomes;
- **Addressing** issues with respect in a timely manner;

We look for ways to integrate data collection into our practice. We use multiple methods of data collection, requiring innovation and commitment to identifying the strengths and weaknesses of our work from diverse perspectives. We want to ensure we are collecting data that is:

- **Relevant** to our issue(s);
- **Considers** the culture of the communities affected by the services or work;
- **Measurable** qualitatively and quantitatively based on community priorities;
- **Evaluation** criteria with defined results;
- **Addresses** challenge areas;
- **Reflective** and promotes understanding of our strengths, and;
- **Helpful** in leading us to an on-going practice of sustainability.

In FY2016, these principles will guide how we strengthen stakeholder engagement as we continue to develop our sustainability practices.

PURCHASING ACHIEVEMENTS : KEY PROCUREMENTS

MULTNOMAH COUNTY DOWNTOWN COURTHOUSE

Without a doubt, the single largest and most complex acquisition process in the last five years was centered on the Downtown Courthouse project, cumulating with the issuance of the Architectural and Engineering Services and Construction Manager/General Contractor formal solicitations in April and May 2015.

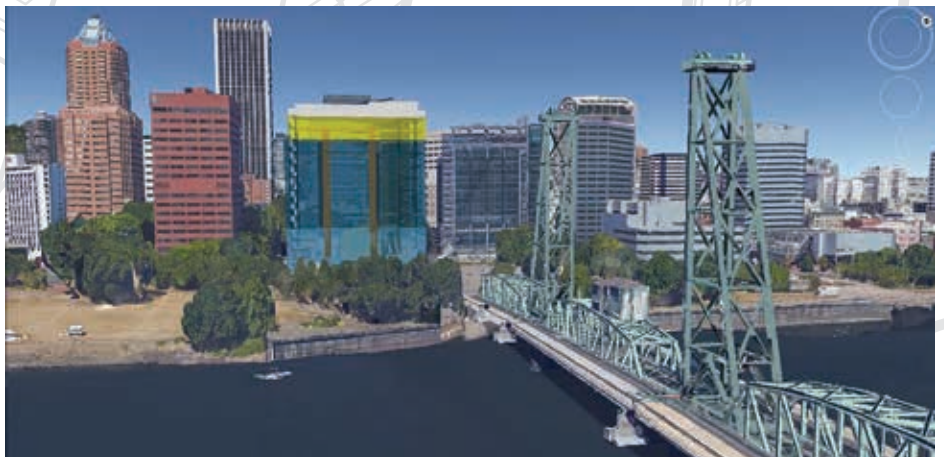
A final decision by the Board on the location at the west end of the Hawthorne Bridge cleared the way for the selection of the Architect and Engineer (A&E) and the Construction Manager/General Contractor (CM/GC) via two formal solicitations conducted only two weeks apart.

Housing the Circuit Court of Oregon for Multnomah County and functioning as the Fourth Judicial District, the courthouse also serves as the Municipal Court for the Cities of Portland and Gresham, the first and fourth largest cities in Oregon. Over 100 years old, the current downtown courthouse facility had long outgrown its suitability. Over time, the County had grown almost 400% and cases were growing at 10-15% per year. Initially housing four judges, today 36 judges have offices, with several additional judges rotating to other locations. There simply is no further room to expand in the current facility.

THE CURRENT CENTRAL
COURTHOUSE WAS BUILT
BETWEEN **1909 & 1914**

THE NEW COURTHOUSE
WILL ENCOMPASS
445,000 SQUARE FEET

GROUNDBREAKING
- **SEPT 2016;**
ESTIMATED COMPLETION
- **OCT 2019;**
ESTIMATED OCCUPANCY
- **FEB 2020**



The new 18-story courthouse will be built on county-owned land at the west end of the Hawthorne Bridge shown above in an artist's rendition.



Besides growth, there were other issues that drove the hard decision to seek a new courthouse.

- The supporting mechanical systems had been renovated and replaced numerous times, resulting in higher maintenance costs as systems were shoe-horned into inadequate spaces and improvements were jerry-rigged into existing infrastructure.
- Concerns over the structural safety of the courthouse with the threat of seismic events spurred multiple engineering studies; concluding that only limited safety measures could be added to the current structure.
- The critical need for upgraded security could not be addressed within the existing structure without significant cost and space impacts. The building was not designed for current times and safety needs of judicial staff, citizens and inmates. This was a paramount concern.
- Modern automation and technology could only be partially implemented in the existing structure.
- Political support, particularly at the State level, coupled with an economic upswing and favorable bonding capacity, contributed to the decision to move forward after almost 40 years of replacement studies and proposals.

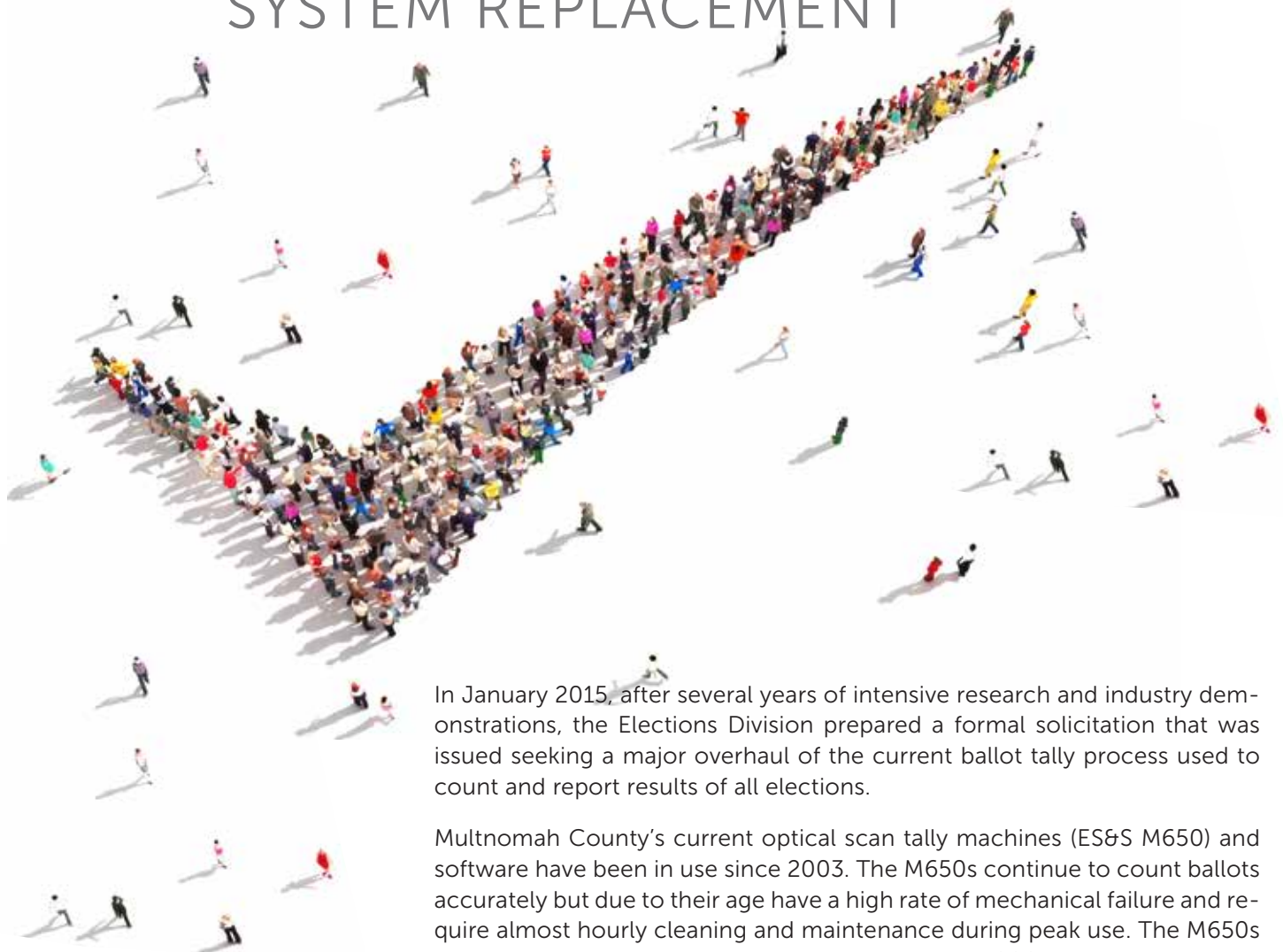
Drawing upon lessons from the Sellwood Bridge Project and the East County Courthouse Project, a team

of full-time dedicated professionals from Facilities, DCA and Central Purchasing worked closely with DAY CPM, the previously selected Owner's Representative, to build construction documents to support the Board's decision to approve the use of an alternative procurement process – the Construction Manager/General Contractor solicitation. This approach brings the Building Contractor onto the team at the same time as the Architectural firm, ensuring that the many stakeholders will manage costs, conduct value engineering trades, that the final design meets County needs and the structure will be constructed with minimal issues.

The A&E solicitation was released on April 17, 2015, seeking a firm that had experience working collaboratively, a strong MWESB commitment and history, as well as design capability. Over 40 firms registered with eight firms submitting proposals. SRG was selected after written and oral evaluations. There were no protests.

The CM/GC solicitation was issued on May 1, 2015. Emphasis was given to the need for a contractor with Portland high-rise experience, a commitment to MWESB utilization and workforce training activities. The solicitation also specified a LEED Gold structure innovation and could have a Project Labor Agreement for construction. Over 100 contractors registered or expressed interest and five firms submitted proposals. After the written and oral presentations, Hoffman Construction Company of Oregon was selected. There were no protests.

ELECTIONS BALLOT TALLY SYSTEM REPLACEMENT



In January 2015, after several years of intensive research and industry demonstrations, the Elections Division prepared a formal solicitation that was issued seeking a major overhaul of the current ballot tally process used to count and report results of all elections.

Multnomah County's current optical scan tally machines (ES&S M650) and software have been in use since 2003. The M650s continue to count ballots accurately but due to their age have a high rate of mechanical failure and require almost hourly cleaning and maintenance during peak use. The M650s also have a very low rate of throughput at about 1,000 ballots per hour for 17 inch ballots and about 2,000 ballots per hour for 14 inch ballots. Elections currently owns six M650s but during large election cycles, rents three additional M650's to ensure that ballots can be counted in a timely fashion.

Since 2003, the industry has been moving away from optical scan in favor of digital imaging. Digital imaging technology has several advantages over optical scan including greater throughput and a digitally captured image of every paper ballot. New systems can process ballots eight times faster than the County's current system.

Ballot tally systems serve two critical functions – they provide area news agencies and State offices the results of major elections and they identify improperly marked ballots so they can be individually reviewed and adjudicated. With Multnomah County having the largest county population in the state, slow reporting of results can delay state outcomes by hours or even days. Secondly, representatives of the public and two political parties have the laborious task of reviewing conflicted ballots, which are identified by the current system by batch, thus requiring hundreds of man-hours to review each ballot in each batch to find any ballot at issue.



The Elections Division initiated a review of available technologies in late 2014 and developed an ambitious plan to seek a new system that could:

- **Process** ballots submitted up to 7 days before Election Day and suppress election results until 8 pm on election night.
- **Process** typical ballot volumes experienced by Multnomah County in a reasonable timeframe and improve its current throughput. For example, in the 2012 Presidential election, 367,992 ballots were cast. 43% of ballots received came in on the day before or the day of the election.
- **Import** election definition data from the OCVR (Oregon Centralized Voter Registration) system.
- **Output** ballots for printing by 3rd party service providers or by using other County systems such as the ballot on demand system.
- **Extract** election results and format them for publishing on the County's web site.
- **Support** centralized tallying of paper ballots.
- **Extract** data for publishing to the state of Oregon reporting system (ORESTAR).
- **Guarantee** the security and integrity of election data.
- **Enable** the County to create and design ballots in house.
- **Import** past election definition and results data to the new system.

Three national leaders in ballot handling technology responded to the solicitation and two were invited to orals. Clear Ballot Group of Boston Massachusetts won the competition and, after winning State of Oregon Elections Board certification, received the contract award. Once installed and operational, Elections Division expects to be able to process ballots up to eight times faster than before, substantially reduce their dependence on part time workers during elections, allow virtually instant identification of problem ballots through immediate digital imagery to allow review and determination by elections representatives, thus affording the public unprecedented visibility into the election process.

ELECTIONS DIVISION
EXPECTS TO BE ABLE
TO PROCESS BALLOTS
UP TO EIGHT TIMES
FASTER THAN BEFORE

IN THE 2012
PRESIDENTIAL
ELECTION, 367,992
BALLOTS WERE CAST IN
MULTNOMAH COUNTY

ALCOHOL & DRUG TREATMENT SERVICES



Five years ago, DCJ and DCHS jointly pursued the goal of a more fully coordinated delivery of Alcohol and Drug (A&D) services to their respective client populations in a manner that sought to minimize duplication, maximize commonality between Departments and more fully integrate processes and treatment approaches. In that spirit, the two Departments agreed on issuing a single, joint, major formal procurement for their portions of the A&D service continuum.

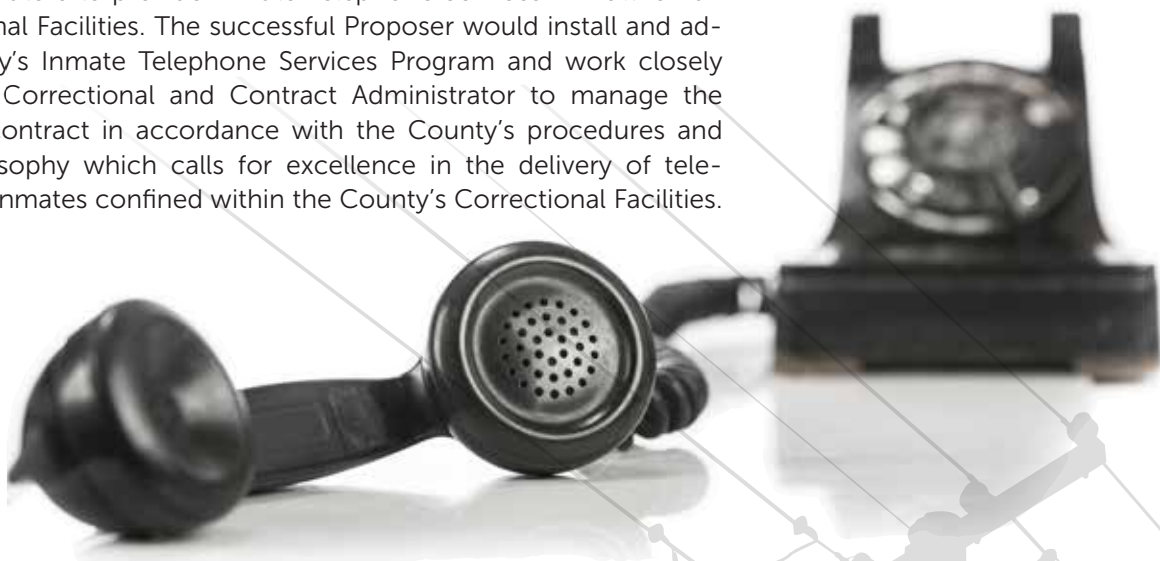
Having learned many lessons from the first solicitation process, the two Departments began a much more robust integrative process for the new solicitation, sharing their lessons learned and seeking to implement a much more integrated programmatic approach to removing duplication and ensuring clients a more seamless access through either side of the program.

This joint effort benefitted the almost thirty community A&D providers who used to provide programming to the two Departments with vastly different program designs, reporting structures and evaluation standards. Providers also saved the procurement costs of having to respond to two separate requests for similar services.

Additionally, with the recent transfer of the DCHS Mental Health and Addiction Services Division to the Health Department, the RFPQ has introduced some of the new Coordination Care Organization initiatives including a more comprehensive approach to health care and recognizing previously unexplored opportunities for Federal funding.

INMATE PHONE & EQUIPMENT SERVICES

The Multnomah County Sheriff's Office (MCSO) sought Proposals from qualified third party administrators to provide Inmate Telephone Services in Multnomah County's Correctional Facilities. The successful Proposer would install and administer the County's Inmate Telephone Services Program and work closely with the County's Correctional and Contract Administrator to manage the resulting revenue contract in accordance with the County's procedures and management philosophy which calls for excellence in the delivery of telephone services for inmates confined within the County's Correctional Facilities.



The successful Proposer would provide those services under any circumstances and include contingency plans to provide emergency inmate telephone service(s) in the face of unexpected events; i.e., power failure, fire, riots, lock-downs, severe weather or acts of God that would preclude normal services(s) from being provided.

Existing telephone equipment within Multnomah County correctional facilities, including DCJ's Juvenile Justice Center, were currently owned and operated by Securus, Inc. The new contractor would be responsible for installing, maintaining and repairing equipment and provide service in existing and future County correctional facilities. They would have the responsibility to negotiate the retention of required infrastructure equipment with Securus with the understanding that infrastructure must support minimal downtime.

Adding a level of complexity, this procurement was conducted during considerable upheaval in the inmate phone industry. An ongoing national debate over inmate phone system practices and federal lawsuits alleging jurisdictions were charging outrageous prices for the services at the expense of inmates and their families. At the same time, Oregon was considering legislation that would ban the State from profiting on prison facilities phone contracts. This presented significant problems to the Sheriff – loss of revenue would have a negative impact on inmate social programs paid out of those revenues, including cable TV and magazine subscriptions. In addition, the uncertain status made potential service providers wary about participating in the procurement process.

Since MCSO rarely does formal procurements, Purchasing met weekly with the team starting in April to help create a procurement document that had a strong sustainability component, emphasized service and reflected a conservative approach to revenue generation which featured a flexible pricing structure to accommodate any future changes in laws or limitations on revenue.

Released in September 2014, the RFP closed in October 2014 with six proposals from national companies. After review, Securus emerged as the winning proposer.

MULTNOMAH COUNTY HEALTH DEPARTMENT HEADQUARTERS

THE MULTNOMAH
COUNTY HEALTH
DEPARTMENT
SERVES ALL **748,000**
COUNTY RESIDENTS

THE CURRENT
HEALTH DEPARTMENT
HEADQUARTERS IN
THE MCCOY BUILDING
WAS BUILT IN **1923**

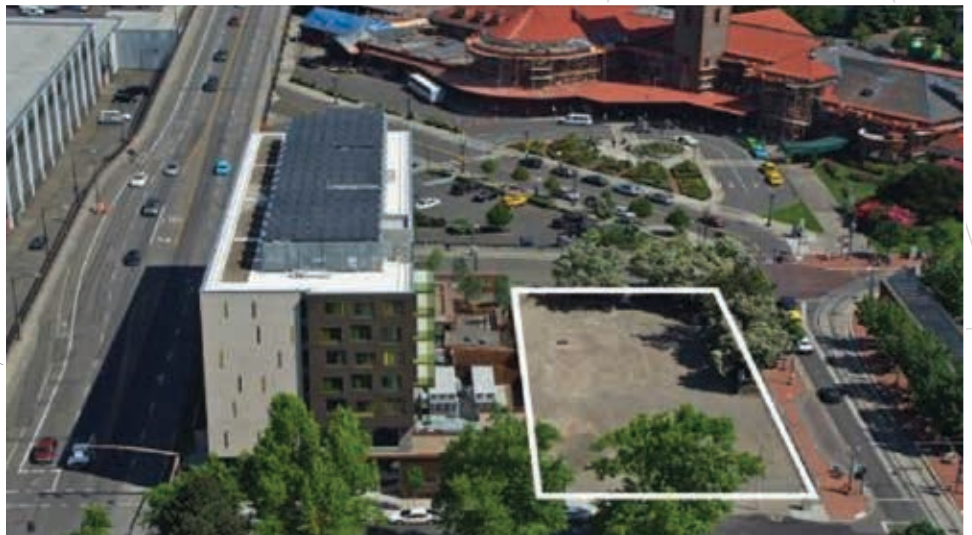
ABOUT **350** HEALTH
PROFESSIONALS WILL
REPORT TO WORK IN
THE NEW BUILDING

THE NEW HQ WILL
INCLUDE ABOUT
96,000 SQUARE FEET
OF OFFICE, CLINICAL
& PHARMACY SPACE
& WILL BE LEED
GOLD-CERTIFIED

After almost two years of work, the responsibility for the stalled Health Department Headquarters project was transferred from Home Forward/City of Portland to Multnomah County, the primary beneficiary. It is very unusual to switch sponsors in mid-stream of a project, but in this case the benefits of more direct control outweighed the disadvantages. The conversion of CMGC and A&E contracts was accomplished in April 2015. Meanwhile the County immediately pursued acquiring an Owner's Representative, the third and final key participant necessary to proceed with the project.

The Owner's Representative advisory team (the Owner's Representative) was to provide the necessary project management, design management, construction management, technical assessment, and commissioning agent assistance to help the County deliver the new Multnomah County Health Department Headquarters (HDHQ) Facility.

The successful Owner's Representative firm and/or team had to bring the requisite skills to work with the County's existing team to lead and manage the delivery of the new HDHQ Facility. This team would work on project delivery and development, procurement, design and construction, and other follow-on activities involved in constructing and operating a new HDHQ facility. Adding to the project complexity, the Owner's Representative would have to quickly



The proposed development site is located on Northwest Sixth Avenue between Hoyt and Irving streets in Old Town Chinatown.



The base building height on the proposed site shown here in these artist renditions at 105 feet.



build relationships with the large number of existing stakeholders, committees, groups and team members, such as: the Board of County Commissioners; Project Management Team (PMT) composed of County staff; Owner's Representative staff; the lead design (Architectural/ Engineering) firm; the Contractor (CM/GC); the Executive Steering Committee, composed of Project Sponsors and Department leadership; and the Technical Working Groups (TWGs). The County will form specialized TWGs composed of technical experts in specialized fields that will advise the PMT and the County on recommendations for specific issues. This may include County staff from the Multnomah County Health Department, Facilities Division, IT, Finance Department, and County Attorney. TWGs will meet as needed. The Owner's Representative will report to the County Project Manager for day-to-day guidance and direction.

In February 2015, Central Purchasing issued the Owner's Representative RFP on behalf of Facilities & Property Management. After receiving and reviewing four proposals, it was announced in late April, 2015 that Shields Oblitz Johnsen was the winning firm.



July 21, 2014



November 21, 2014



February 16, 2015

SELLWOOD BRIDGE PROJECT

AFTER FOUR YEARS OF CONSTRUCTION,
THE NEW SELLWOOD BRIDGE IS
BEGINNING TO TAKE FORM



Chair Kafoury & staff tour Sellwood Bridge, January 2015

The massive steel arch spans are now in-place just south of the existing bridge deck. As work continues on the new bridge, the project team continues to work towards meeting the project workforce training, diversity and DMWESB subcontractor utilization goals. By project completion the general contractor, Slayden-Sundt Joint Venture, and their subcontractors are tasked with achieving a workforce apprenticeship participation goal of 20% and workforce diversity goals of 14% female and 20% minority workforce participation, as well as DMWESB subcontractor utilization of 20%.

Through the end of the fiscal year, those contractors responsible for meeting apprenticeship training targets had achieved 74,274 hours of apprenticeship training, equaling 21% of the contractors' total combined workforce hours on the project. A total of 276 different apprentices had worked on



April 16, 2015



June 16, 2015

the project through the end of this reporting period. In addition, 155,003 hours (28%) had been worked by minority journey and apprentice level trades people combined. The project team has also made significant progress towards the female workforce participation goal with 71,779 hours (13%) having been worked by journey and apprentice level trades women.

Progress towards the project DMWESB subcontractor utilization goal has been trending up, but current utilization is short of the 20% target. As of the end of June, 2015, \$38,045,500 had been subcontracted to DMWESB businesses (17%). A total of 239 different subcontracts had been issued with 122 of those having gone to DMWESB businesses. The dollar distribution by certification type shows \$20,262,110 being awarded to DBE certified subcontractors; \$8,375,718 to MBE certified subcontractors, \$7,459,911 to WBE certified subcontractors and \$2,700,671 to ESB certified subcontractors.

The new Sellwood Bridge is projected to open to traffic the first quarter of 2016.

74,274 HOURS
APPRENTICESHIP
TRAINING

276 APPRENTICES

155,003 HOURS
WORKED BY
MINORITY JOURNEY
& APPRENTICE-LEVEL
TRADESPEOPLE
71,779 OF THOSE
HOURS BY FEMALE
WORKERS

122 DMWESB
BUSINESSES
CONTRACTED

PURCHASING PROGRAM

Multnomah County Purchasing is comprised of 20 professionals who conduct formal procurements and contracting tasks on behalf of the County. On-going professional development, leadership and training are essential to the continuing value this office lends to purchasing and contracting throughout Multnomah County.

PROFESSIONAL RECOGNITION

In FY2015, Purchasing received the Sustainability Award from Multnomah County for our work towards the Sustainability Surplus Property Network from Multnomah County. The County was also recognized by several of our community partners, such as the Hispanic Metropolitan and the Asian Pacific American Chambers of Commerce, for the impact our collaboration has had in their communities.

LEADERSHIP

Multnomah County Purchasing is actively involved with NIGP – the National Institute of Governmental Purchasing, through Oregon’s two local chapters, the Columbia Chapter and the Oregon Public Purchasing Association (OPPA) Chapter. By teaming with these local chapters, Multnomah County is able to provide additional training resources, utilizing networking and technology to identify contracting opportunities, as well as identifying upcoming legislative items of impact to the County’s business operations.

Purchasing staff participated on governing boards, committees, and provided workshops nationally during FY2015 as follows:

Brian Smith served on the Legislative Committee for OPPA and Chaired the Professional Outreach Committee for OPPA.

Barry Zimmerman served on the Program Committee for OPPA.

Lee Fleming served as Membership Director for Columbia Chapter.

Lawrence Russell served as President for Columbia Chapter.

Kathi Braeme-Burr served as the Professional Development Director for Columbia Chapter NIGP.

Kelly Sue Wilhelm served on the Planning Committee for OPPA.



Multnomah County employees are also encouraged to participate in other forms of leadership development. Multnomah County’s Office of Diversity and Equity hosts the County’s Employee Resource Groups, which are based on providing support, enhancing career development and contributing to personal development in the work environment.

Shawn Postera served as the Social Chair of Prism.

Lawrence Russell served as Events Director for the Veterans Employee Resource Group.

Barry Zimmerman served as Communications Director for the Veterans Employee Resource Group.

Central Purchasing leadership is further demonstrated by staff’s participation with other partner organizations that align with the mission, values and objectives of Purchasing and the County:

Brian Smith served on the OAME Advisory Board and participated on various state and local subcommittees

Lee Fleming served on the OAME Advisory Board and the Board of Directors of Business Diversity Institute, Incorporated (BDI)

Shawn Postera served on the Healthy Purchasing Coalition and Sustainable Purchasing Leadership Council



CERTIFICATION AND TRAINING

65% of Multnomah County Purchasing employees are professionally certified as of June 30, 2015. These professional certifications reflect long hours of study and preparation. Ongoing professional education, training and volunteer efforts by Multnomah County's Purchasing professionals reflects our commitment to excellence, continuous professional improvement and service to the community. Purchasing staff have obtained and maintain the following certifications:

Universal Public Procurement Certification Council Certified Professional Public Buyer (CPPB) Designation

Doreen Blome	Paula Rickman
Kathryn Braeme-Burr	Lawrence Russell
Lisa Emery	Emilie Schulhoff
Lee Fleming	Lynne Waite
Gerald Jelusich	Barry Zimmerman

Universal Public Procurement Certification Council Certified Public Procurement Officer (CPPO) Designation

Brian Smith

American Contract Compliance Association Master Compliance Administrator (MCA) Certification

John Classen

American Contract Compliance Association Certified Compliance Administrator (CCA) Certification

Kathryn Braeme-Burr
Lawrence Russell

Oregon Procurement Basic Certification (OPBC)

Kathryn Braeme-Burr
Lee Fleming
Lynne Waite

Multnomah County developed and presented training at the NIGP Forum and to both local chapters of NIGP, Columbia and OPPA Chapters, during FY2015:

PURCHASING REPRESENTATIVE	TRAINING	WHERE DELIVERED
Brian Smith	Five Steps to Communicating The Value of Procurement	NIGP, OPPA, Columbia, Webinar
Brian Smith	Surplus: It's Not What You Think it is	NIGP
Brian Smith	Legislative Update	Columbia Chapter
Barry Zimmerman	Leadership and Teambuilding	OPPA Fall Conference
Gerald Jelusich	P3 (Public Private Partnership)	NIGP Columbia Chapter Meeting
Gerald Jelusich	P3 (Public Private Partnership)	OPPA/CC NIGP Joint Workshop

Multnomah County Purchasing provided training to other department staff, public agencies, vendors and the general public:

TRAINER'S NAME	TRAINING	WHERE DELIVERED
Brian Smith	Public Purchasing for Senior Public Officials	Multnomah County Chair's Office
Brian Smith	Delegated Purchasing Authority Refresher	Multnomah County Purchasing
Brian Smith	Time Management Training Tools	Multnomah County Purchasing
Lee Fleming	Doing Business with Multnomah County	Multnomah County/Metro Event Best HQ Executive Session Connect to Oregon Event Multnomah County Lunch & Learn OMWESB Retreat

PERFORMANCE MEASURES



During the last year, Central Purchasing staff supported departments to purchase goods and services across a broad range of categories such as construction, health and human services, materials, professional services, and non-professional services.

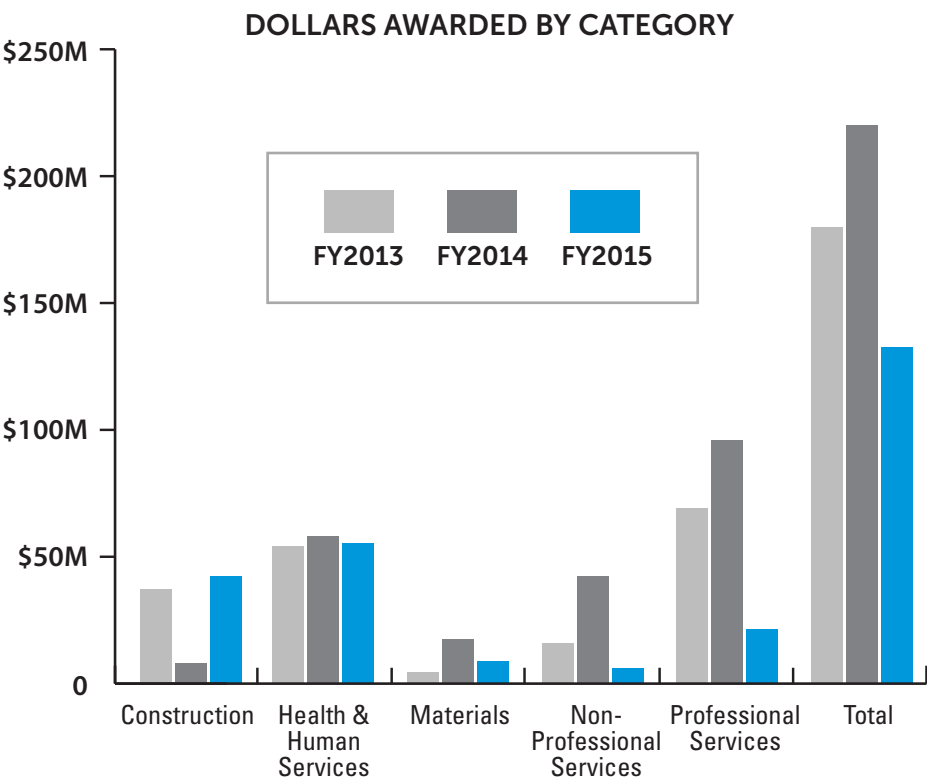
In FY2015, the largest percentage of dollars awarded on County contracts was for services other than construction, at more than 68% of total. Construction this year represented 31%, health and human services at approximately 41%, materials represented approximately 7%, and non-professional services represented over 15% of dollars awarded. In comparison, the County awarded just over 69% of all contract dollars in 2014 to health and human services and professional services. Construction contracts represented just over 3%, while materials and non-professional services were awarded at just over 7% and 19% of dollars awarded, respectively.

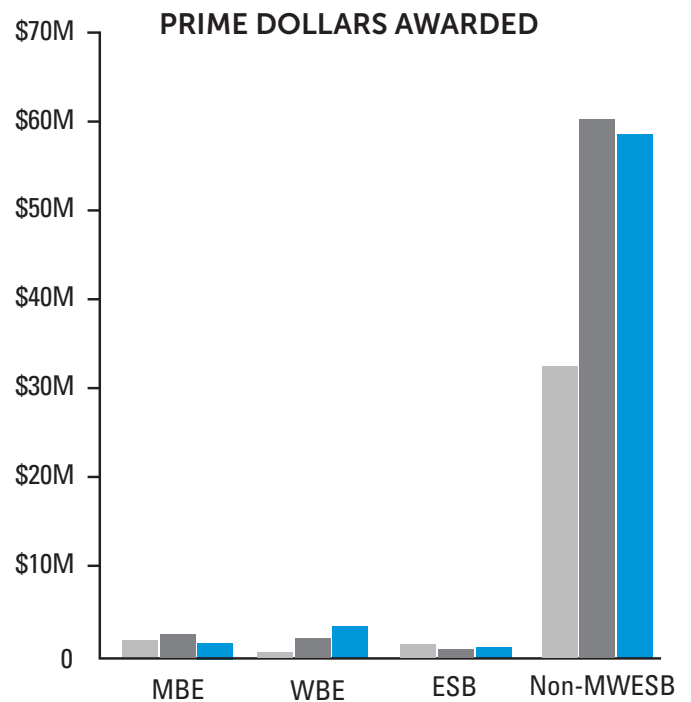
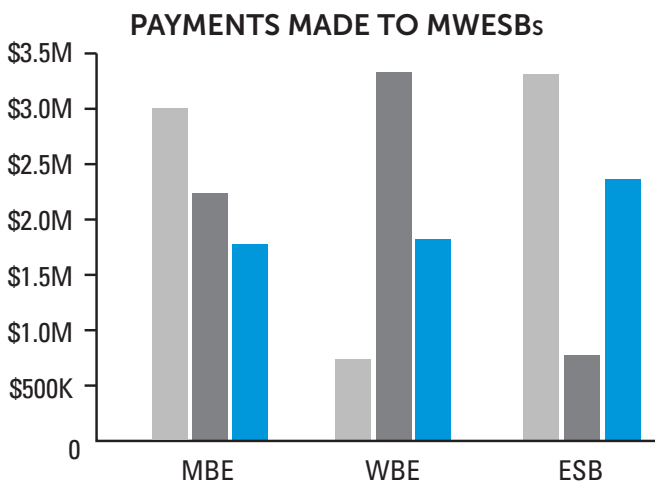
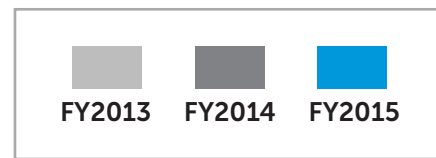
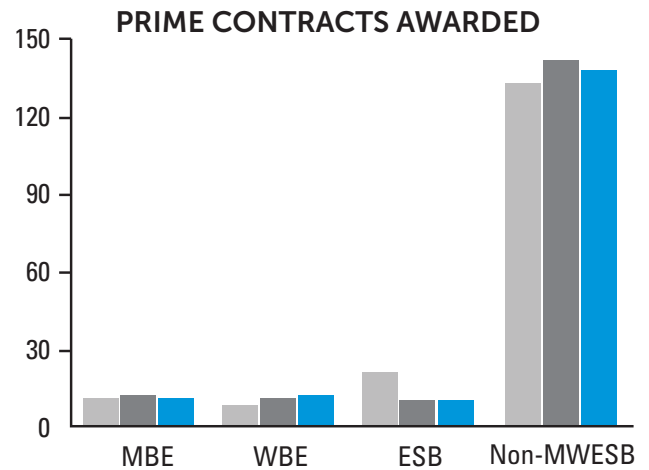
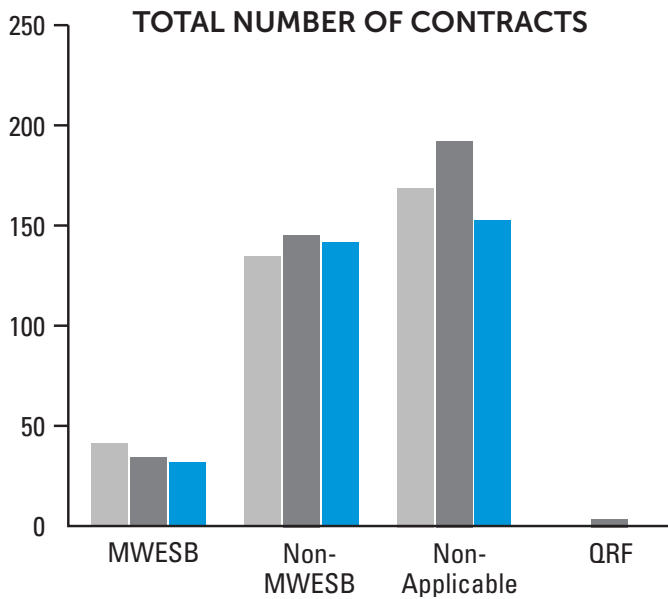
The charts on the following pages have organized contracts into three main categories:

MWESB & Non-MWESB Awards: These are subdivided into Minority Business Enterprises, Women Business Enterprises, and Emerging Small Businesses (MWESBs) and Non-MWESB.

Non-Applicable Awards: Vendors in this category are either ineligible for MWESB certification, or they chose not to apply for that status. They may be government agencies, non-profits, or other non-governmental organizations such as utilities.

QRF Contract Awards: Vendors who are Qualified Rehabilitation Facilities under the State of Oregon Product of Disabled Law (ORS 279.835-279.855).







Barge carries segments for first two steel arch spans past downtown, December 2014

TOTAL PAYMENTS TO MWESB FIRMS

TYPE	\$ PAID	% OF TOTAL PAID	# OF VENDORS	% OF TOTAL # OF VENDORS
FY2015				
MBE	\$1,717,987.50	29.30	19	24.68
WBE	\$1,750,423.50	29.85	31	40.26
ESB	\$2,394,989.74	40.85	27	35.06
TOTAL	\$5,863,400.74		77	
FY2014				
MBE	\$2,236,656.53	35.27	32	35.16
WBE	\$3,331,493.66	52.53	28	30.77
ESB	\$773,406.71	12.20	31	34.07
TOTAL	\$6,341,556.90		91	
FY2013				
MBE	\$3,002,332.69	42.59	34	32.69
WBE	\$738,114.10	10.47	29	27.88
ESB	\$3,308,751.68	43.48	41	29.42
TOTAL	\$7,049,198.47		104	

NON-APPLICABLE AWARDS

YEAR	# OF CONTRACTS	\$ AWARDED
FY2015	153	\$67,077,308.58
FY2014	191	\$133,938,422.98
FY2013	168	\$147,834,101.00

QRF CONTRACT AWARDS

YEAR	# OF CONTRACTS	\$ AWARDED
FY2015	0	\$0
FY2014	3	\$20,573,027.47
FY2013	0	\$0

TOTAL AWARDS – MWESB, NON-MWESB, NON-APPLICABLE AND QRF

YEAR	# OF CONTRACTS	\$ AWARDED
FY2015	325	\$132,583,870.06
FY2014	371	\$220,389,020.67
FY2013	343	\$180,191,747.00

PCRB AND ORS REPORTING FY2015

Procurement Reporting: This part of the report contains information pursuant to the following Public Contract Review Board (PCRB) Rules:

Section 20-0025(1)(d)

A listing of solicitations awarded through the solicitation process to contractors who did not score the highest evaluation or have the lowest responsive bid. **None received during FY2015.**

Section 20-0025(1)(e)

A listing of contracts exceeding the dollar limit set forth in Rule 47-0270 (1), 49-0160 (1), as well as Formal personal services contracts governed by Administrative Procedure PUR-1 for which only one bid or proposal was received.

- 4-2517 Mental Health Services for African American Women
- 4-2777 Courthouse Mechanical Replacement
- 4-3167 Voters' Pamphlets
- 4-3219 Future Generation Collaborative Outreach & Engagement
- 4-3243 Library Admin Boiler Replacement & Cooling Upgrade
- 4-3274 24-Hour Emergency Veterinary Services
- 4-3310 Water Treatment Services
- 4-3353 Alternative School Services
- 4-3461 Uninterrupted Power Supply Maintenance & Repair
- 4-3486 Right From the Start Program
- 4-3529 Routine Canine & Feline Dental Work on a Requirements Basis

CONTRACTS SUMMARY

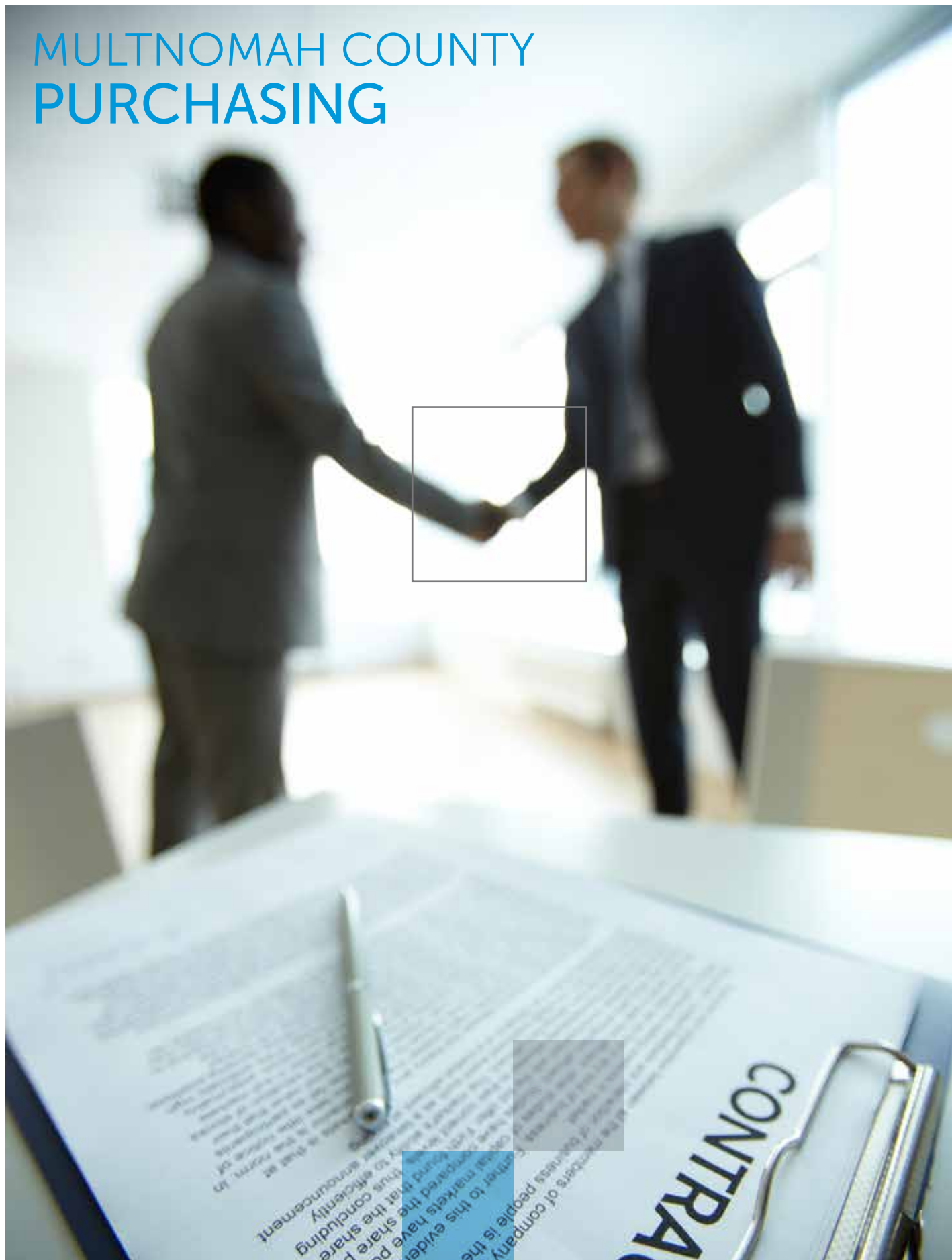
The following information is pursuant to PCRB rules 20-0025 (a) & (c), which required an index of contracts, contract price, and contractors, as well as a summary of contract totals by County Departments for the prior and current year.

In FY2015, Multnomah County awarded contracts totaling \$132,583,870.06. The awarded amounts represent the total value of all contracts that have a start date between 7/1/2014 and 6/30/2015. The nature of multi-year contracts can cause awarded amounts to vary considerably from one fiscal year to the next. The following table summarizes these totals by County Department for FY2015.

CONTRACT SUMMARY BY DEPARTMENT

DEPARTMENT	FY2015 AWARDED AMOUNT	FY2014 AWARDED AMOUNT
COUNTY ASSETS	\$50,391,546.45	\$59,848,443.43
COMMUNITY JUSTICE	\$13,486,499.37	\$7,854,193.37
COMMUNITY SERVICES	\$3,226,510.41	\$10,144,367.67
COUNTY HUMAN SERVICES	\$22,094,763.10	\$41,840,800.31
COUNTY MANAGEMENT	\$21,517,163.23	\$81,627,685.45
DISTRICT ATTORNEY	\$18,069.87	\$1,659,952.88
HEALTH	\$20,205,323.44	\$10,977,056.00
LIBRARY	\$150,000.00	\$51,600.00
NON-DEPARTMENTAL	\$1,210,094.19	\$44,200.00
SHERIFF'S OFFICE	\$283,900.00	\$6,340,721.56
TOTAL	\$132,583,870.06	\$220,389,020.67

MULTNOMAH COUNTY PURCHASING



2015 CONTRACT AWARDS TO MWESB VENDORS AND QRF FIRMS

APPENDIX

1

CONTRACT #	VENDOR NAME	\$ AMOUNT	CERTIFICATION
4400001323	ANGELO PLANNING GROUP INC	\$455,000.00	WBE
4400001531	BARBIER INTERNATIONAL INC	\$1,000,000.00	MBE
4400001782	BLACKBURN & ALLEN INC	\$150,000.00	ESB
4400001356	BRINK COMMUNICATIONS LLC	\$65,000.00	WBE
4400001366	DIRT & AGGREGATE INTERCHANGE INC	\$96,200.32	MBE
4400001649	DIRT & AGGREGATE INTERCHANGE INC	\$46,212.01	MBE
4400001339	DONKIN CONSTRUCTION COMPANY	\$24,500.00	ESB
4400001504	FIELDS PARTNERS INC	\$200,000.00	WBE
4400001371	GOVERNMENT PORTFOLIO ADVISORS LLC	\$400,000.00	WBE
4400001395	GROW CONSTRUCTION LLC	\$77,368.13	ESB
4400001917	GROW CONSTRUCTION LLC	\$72,300.00	ESB
4400001605	HENLEY JOHN V	\$75,000.00	ESB
4400001533	HINRICHS PROUDFOOT & SKOV INC	\$9,980.00	ESB
4400001902	IN LINE COMMERCIAL CONSTRUCTION INC	\$77,597.00	MBE
4400001955	IN LINE COMMERCIAL CONSTRUCTION INC	\$95,632.00	MBE
4400001780	INNERWORK PORTLAND	\$500,000.00	WBE
4400001184	JAMES E HARRIS MD LLC	\$35,000.00	ESB
4400001716	LUNA JIMENEZ SEMINARS & ASSOC INC	\$7,224.02	MBE
4400000956	MESHER SUPPLY COMPANY	\$950,000.00	WBE
4400001171	ONEILL ELECTRIC INC	\$50,000.00	MBE
4400001726	PACIFICMARK CONSTRUCTION	\$87,614.00	MBE
4400001111	PASSPORT TO LANGUAGES INC	\$211,000.00	WBE
4400001529	PASSPORT TO LANGUAGES INC	\$1,000,000.00	WBE
4400001661	PEST SOLUTIONS LLC	\$150,000.00	ESB
4400001646	PROFESSIONAL MINORITY GROUP INC	\$300,000.00	MBE
4400001353	RIVER CITY GLASS & WINDOW INC	\$150,000.00	ESB
4400001461	ROBINSON AND ASSOCIATES CONSULTING	\$92,000.00	WBE
4400001247	ROGERS PAINTING LLC	\$65,572.00	WBE
4400001645	ROSE CITY CONTRACTING INC	\$500,000.00	ESB
4400001730	STEIN BEVERLY	\$10,000.00	WBE
4400001807	TSAICOMMS LLC	\$75,000.00	MBE
4400001370	VANCOUVER PAVING COMPANY	\$5,140.00	WBE
TOTAL		\$7,033,339.48	32

PAYMENTS MADE TO MWESB VENDORS

VENDOR #	VENDOR NAME	\$ AMOUNT	CERTIFICATION
62208	ACCENT PAINTING	\$89,633.00	ESB
65743	ANGELO PLANNING GROUP INC	\$177,753.31	WBE
61094	B AYRES PLUMBING & CONTRACTING INC	\$24,668.50	ESB
53247	BARBIER INTERNATIONAL INC	\$38,184.35	MBE
61093	BEAVERTON PLUMBING INC	\$6,412.00	ESB
49842	BIO-MED TESTING SERVICE INC	\$3,200.00	WBE
65295	BLACKBURN & ALLEN INC	\$24,443.81	ESB
52795	BLAZING STITCHES LLC	\$1,962.16	ESB
62410	BUDS EXPERT TREE CARE INC	\$12,595.00	ESB
63248	CLEAN SERVICES NORTHWEST	\$40,456.00	ESB
22884	COMPASS COMPUTING GROUP INC	\$314,768.30	ESB
44915	COREY DAVID M PHD PC	\$57,902.82	ESB
60711	CRITICAL CARE BIORECOVERY LLC	\$23,850.00	WBE
21939	D & F PLUMBING	\$32,731.00	WBE
65439	DECA INC	\$13,614.95	ESB
22297	DIRT & AGGREGATE INTERCHANGE INC	\$120,800.00	MBE
58153	DONKIN CONSTRUCTION COMPANY	\$730,647.51	ESB
61001	EDGE-LEADERSHIP CONSULTING LLC	\$1,500.00	WBE
55168	ENERGY COMFORT & CONSTRUCTION LLC	\$748,692.98	MBE
54334	ENSOTEX INC	\$178,325.89	MBE
55358	EVEN FREE ADVERTISING SPECIALITIES	\$12,229.30	WBE
46691	EXCEL GLOVES & SAFETY SUPPLIES INC	\$90,781.10	MBE
63998	EXTREME PRODUCTS	\$66,397.64	MBE
60257	FIELDS PARTNERS INC	\$17,122.85	WBE
54288	FIGURE 8 CONSULTING LLC	\$12,500.00	WBE
58833	FLANNEL THOMAS	\$20,756.50	MBE
66101	GOVERNMENT PORTFOLIO ADVISORS LLC	\$82,500.00	WBE
63300	GREEN ENERGY SOLUTIONS INC	\$270,399.00	ESB
63301	GREEN HORIZON WEATHERIZATION LLC	\$71,049.59	ESB
50518	GREEN TRANSPORTATION COMPANY LLC	\$13,401.76	MBE
60158	GROUP AGB LIMITED	\$7,227.50	MBE
65962	GROW CONSTRUCTION LLC	\$77,368.12	ESB
65799	HARMON RUTH N	\$2,800.00	WBE
21820	HARRIS WORKSYSTEMS INC	\$349,814.73	WBE
66375	HENLEY JOHN V	\$18,250.00	ESB
65407	HINRICHS PROUDFOOT & SKOV INC	\$9,100.00	ESB
60541	HOME ENERGY LIFE PERFORMANCE GRP IN	\$73,882.29	MBE
10421	IN LINE COMMERCIAL CONSTRUCTION INC	\$31,250.25	MBE
66542	INNERWORK PORTLAND	\$485.00	WBE
65108	INNOVATIVE GROWTH SOLUTIONS LLC	\$35,568.75	WBE
58014	JAMA SOFTWARE INC	\$5,309.64	ESB

PAYMENTS MADE TO MWESB VENDORS (CONTINUED)

APPENDIX

2

VENDOR #	VENDOR NAME	\$ AMOUNT	CERTIFICATION
57946	JAMES E HARRIS MD LLC	\$10,765.00	ESB
56254	JUST IN TIME TRAINING	\$20,265.50	WBE
50970	KRISTIN LENSEN CONSULTING	\$155,958.06	MBE
59889	LANGUAGES TRANSLATION SERVICES	\$396.96	MBE
10328	LATTE NO SUGAR CO	\$17,850.19	WBE
62008	LINGUAVA INTERPRETERS	\$129,715.95	ESB
56159	MARY FORST ASSOCIATES	\$13,199.00	WBE
20289	MESHER SUPPLY COMPANY	\$205.23	WBE
59936	MSD CONSTRUCTION LLC	\$28,684.20	MBE
63535	MULTNOMAH YACHT REPAIR LLC	\$19,005.92	WBE
53351	NORTH STAR FACILITATORS	\$15,620.00	WBE
56627	NORTHWEST ELECTRICAL CONTRACTORS CO	\$185,062.81	ESB
65069	NORTHWEST GEOTECHNICAL CONSULTANTS	\$33,132.48	MBE
59317	NORTHWEST TECHREP INC	\$145,955.08	ESB
64646	NWR CONSTRUCTION LLC	\$9,847.80	ESB
55136	OH PLANNING & DESIGN LLC	\$1,208.11	WBE
60110	ONEILL ELECTRIC INC	\$826.00	MBE
28854	PACIFIC WINDOW TINTING INC	\$3,785.91	WBE
46135	PACIFICMARK CONSTRUCTION	\$101,244.64	MBE
63376	PACIFICMARK CONSTRUCTION	\$13,481.69	WBE
63261	PASSPORT TO LANGUAGES INC	\$552,565.02	WBE
60441	PEST SOLUTIONS LLC	\$18,270.00	ESB
50337	PROFESSIONAL MINORITY GROUP INC	\$7,880.50	MBE
28203	PROMOTIONAL CONCEPTS	\$164.40	MBE
56071	RIVER CITY GLASS & WINDOW INC	\$14,497.95	ESB
66080	ROBINSON AND ASSOCIATES CONSULTING	\$86,332.81	WBE
65764	ROGERS PAINTING LLC	\$62,293.40	WBE
10701	ROSE CITY CONTRACTING INC	\$28,802.00	ESB
53779	SBS CONSTRUCTION LLC	\$74,926.50	ESB
52447	SCHILLER GRAPHICS CORPORATION	\$17,855.00	WBE
61190	SMOCK KRISTINA	\$7,000.00	WBE
58797	SOLID GROUND CONSULTING	\$8,566.25	ESB
66484	STEIN BEVERLY	\$4,762.50	WBE
10612	T A RUSSO CONSULTING	\$35,122.50	WBE
25579	TRI PHASE ELECTRIC	\$122,675.78	WBE
64548	VANCOUVER PAVING COMPANY	\$5,140.00	WBE
TOTAL		\$5,863,400.74	77

Continued on following page >>>

APPENDIX 3

DEFINITIONS

Emerging Small Business (ESB) Emerging Small Business (ESB) certification applies to firms that meet the following criteria:

- Principal place of business located in Oregon
- Average annual gross receipts over the past three years not exceeding \$1 million for construction companies and \$300,000 for all other businesses
- Fewer than 20 employees
- Properly licensed and legally registered in Oregon

For more information on criteria for becoming ESB certified with the State of Oregon, check with the OMWESB website at: www.oregon4biz.com/Grow-Your-Business/Business-services/MinorityOwned-Business-Certification/.

Formal Procurement Formal procurements are those with a value exceeding \$150,000. They are described in Appendix 5 Competitive Threshold Guide.

Informal Procurement Informal procurements have a value between \$10,000 and \$150,000. They are described in Appendix 5 Competitive Threshold Guide.

Minority Business Enterprise (MBE) & Women-Owned Business Enterprises (WBE) Certification given by the State of Oregon to a Minority Business Enterprise (MBE) or a Women-Owned Business Enterprise (WBE) pursuant to ORS 200.055:

- **Ownership** – minority or woman interest must own at least 51 percent of the business
- **Independence** – the minority or woman-owned firm must not be inextricably associated or dependent upon a non-disadvantaged firm or individual(s)
- **Control** – minority or woman interest must have managerial and operational control over all aspects of the business
- **Contribution of capital by minority or woman owners** – one or more minority or woman business owners must

have made a real and substantial contribution of capital or expertise to the business, commensurate with their ownership interest

- **Business Size** – firms must not exceed the size standards as defined by the North American Industry Classification System (NAICS) Codes

For more information on criteria for becoming MBE or WBE certified with the State of Oregon, check with the OMWESB website at: www.oregon4biz.com/Grow-Your-Business/Business-services/MinorityOwned-Business-Certification/.

Non-Applicable Vendors that include other government agencies, non-profit organizations and utilities. All other vendors are considered MWESB eligible.

Non-MWESB Non-MWESB vendors include firms who are eligible to be certified as MWESB firms in accordance with definitions contained in this appendix, but have not chosen to be certified.

Non-Profit Organizations Non-profit organizations are agencies registered with the State of Oregon's Corporation Division for the purpose of public benefit. www.filinginoregon.com/pages/business_registry/nonprofit.html

Public Contract Review Board The Public Contract Review Board (PCRB) is represented by the Multnomah County Board of Commissioners acting as the local contract review board pursuant to ORS279.A.060.

Qualified Rehabilitation Facility (QRF) Qualified Rehabilitation Facility (QRF) is an activity center or rehabilitation facility, certified as a community rehabilitation program or as a vocational service provider through the State of Oregon's Department of Human Services, as determined by the State Procurement Office. <http://oregon.gov/DAS/SSD/SPO/qrf-menu.shtml>

COMPETITIVE PROCUREMENT THRESHOLDS — QUICK GUIDE

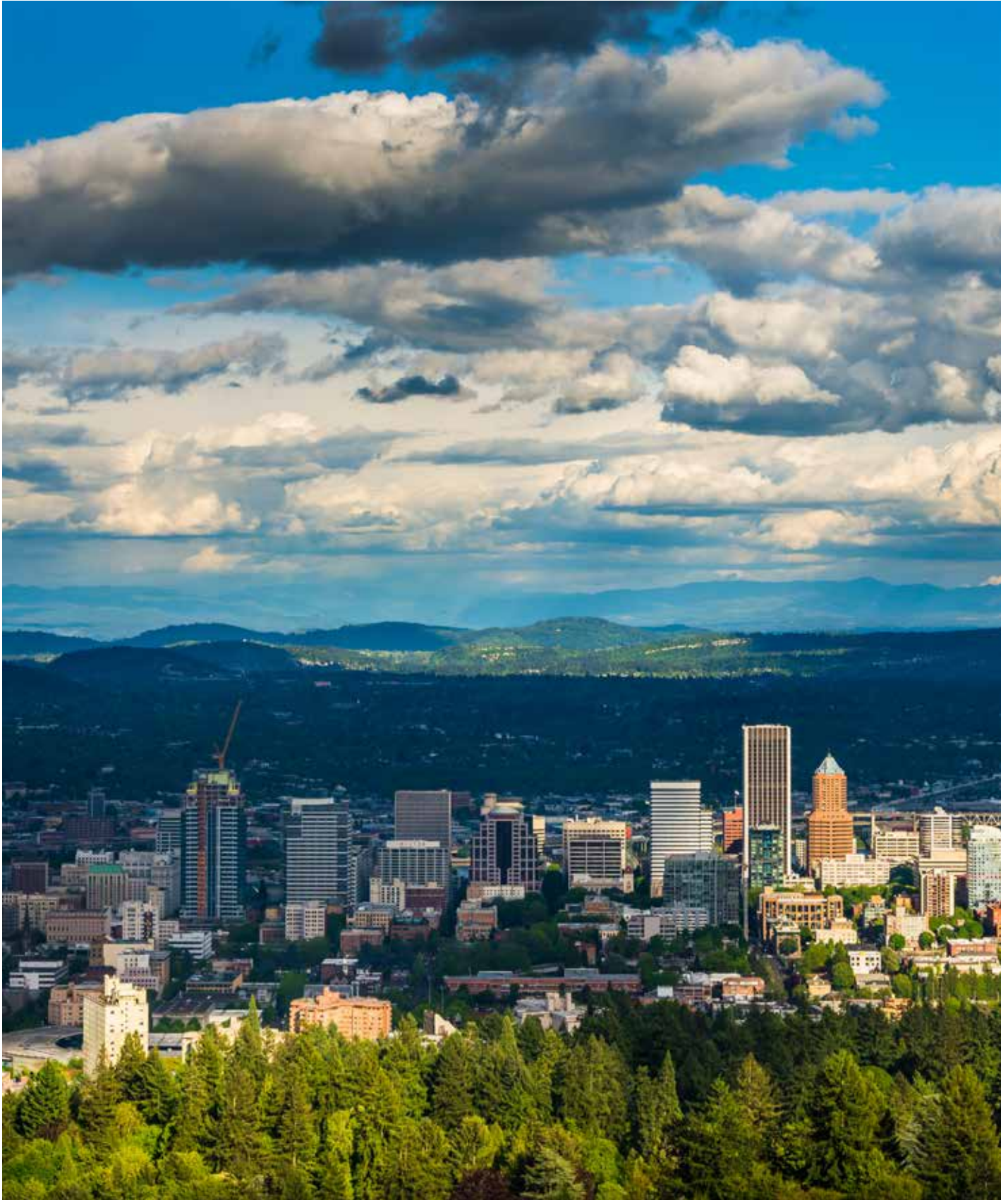
THRESHOLD	RULE SET	TITLE (IF ANY)	COMPETITION REQUIRED
\$10,000 or less	PCRB 47-0265	Small Procurement	No – quotes where practicable
\$10,000 or less	PCRB 49-0160(4) Construction	No Title	No – quotes where practicable
Over \$10,000 and less than or equal to \$75,000	PCRB 49-0160 Construction	Informal Quotes for Public Improvements	Yes – informal quotes
Over \$10,000 and less than or equal to \$75,000	PCRB 49-0160 Transportation	Informal Quotes for highways, bridges and other transportation	Yes – informal quotes
\$10,000 or less Per Division, Per Vendor, Per Fiscal Year	PCRB 47-0265 Goods & Services FIN-16	Direct Pay, LPO	No
Over \$10,000 and less than or equal to \$75,000, Per Division	PUR-1 V PCRB 47-0270	Contractor Selection Oral Quote	Yes – informal request for proposals
Over \$10,000 and less than or equal to \$150,000	PCRB 47-0270 Goods & Services	Intermediate Procurement	Yes – informal price quotes or competitive proposal quotes
Over \$75,000 and less than or equal to \$150,000	PUR-1 V	Intermediate Procurement Written/Request for Intermediate Proposal (RIP)	Yes
\$10,000 or less	PCRB 48-0200 A&E Related Services	Direct Appointment	To the extent practicable
Over \$10,000 and less than or equal to \$150,000	PCRB 48-0210(2) A&E Related Services	Informal Selection	Yes – informal proposals
Over \$75,000	PCRB 49-0200 PCRB 49-0620 PCRB 49-0650	Invitations to Bid, *Alternative Contracting Methods – Contact Purchasing to Discuss	Yes – formal bids *ALL require Board exemption
Over \$150,000 Per Division, Per Vendor, Per Fiscal Year	PUR-1 VI	Request for Proposal (RFP) and Request for Programmatic Qualifications (RFPQ)	Yes – formal RFP or RFPQ
Over \$150,000	PCRB 47-various	Competitive, sealed bids or proposals, competitive-range and multi-tiered proposals. Goods & Non-Personal Services	Yes – formal bids and RFPs
Over \$150,000	PCRB 48-0220 Architects, etc.	Formal selection procedure	Yes – formal request for qualification to RFP, or direct to RFP

* County practice, not required by rule.

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CONTRACTS AWARDED

A list of all the County's contracts awarded in FY2015 can be found at: www.multcopurch.org



2015

