



# MULTNOMAH COUNTY OREGON

# 1 2/23/88

DEPARTMENT OF GENERAL SERVICES  
PURCHASING SECTION  
2505 S.E. 11TH AVENUE  
PORTLAND, OREGON 97202  
(503) 248-5111

GLADYS MCCOY  
COUNTY CHAIR

## MEMORANDUM

TO: Jane McGarvin, Clerk of the Board  
FROM: Franna Ritz, Acting Director, Purchasing Section  
DATE: February 16, 1988  
SUBJECT: FORMAL BIDS AND REQUESTS FOR PROPOSALS SCHEDULED FOR INFORMAL BOARD

The following Formal Bids and/or Professional Services Request for Proposals (RFPs) are being presented for Board review at the Informal Board on Tuesday, February 23, 1988.

Bid/RFP No. Description/Buyer Initiating Department

B61-300-1912	4TH FLOOR HVAC MODIFICATION	DES/Justice Ctr. FM
	Buyer: A.M. Hazen Ex. 5111	Contact: Walter Heil Phone: X5128
B82-150-1921	UNIFORMS	MCSO
	Buyer: Jan Goddard Ex. 5111	Contact: Sgt. Wray Jacobs Phone: 255-3600
	Buyer: Ex. 5111	Contact: Phone:

cc: Gladys McCoy, County Chair  
Board of County Commissioners  
Linda Alexander, Director, DGS

Copies of the bids and RFPs are  
available from the Clerk of the  
Board.



NOTE: THIS IS AN ADDITION TO B61-300-1912 and B82-150-1921  
ALREADY SENT OVER (SECOND SHEET)

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GLADYS McCOY  
COUNTY CHAIR

### MEMORANDUM

TO: Jane McGarvin, Clerk of the Board

FROM: Franna Ritz, Acting Director, Purchasing Section

DATE: February 18, 1988

SUBJECT: FORMAL BIDS AND REQUESTS FOR PROPOSALS SCHEDULED FOR INFORMAL BOARD

BOARD OF  
COUNTY COMMISSIONERS  
1988 FEB 18 AM 11:00  
MULTNOMAH COUNTY  
OREGON

The following Formal Bids and/or Professional Services Request for Proposals (RFPs) are being presented for Board review at the Informal Board on Tuesday, February 23, 1988.

Bid/RFP No.	Description/Buyer	Initiating Department
B61-100-1926	NEW MINIMUM SECURITY DETENTION FACILITY	DES/FM
	Buyer: Amha Hazen Ex. 5111	Contact: Wayne George Phone: 3322
		Contact:
	Buyer: Ex. 5111	Phone:
		Contact:
	Buyer: Ex. 5111	Phone:

cc: Gladys McCoy, County Chair  
Board of County Commissioners  
Linda Alexander, Director, DGS

Copies of the bids and RFPs are  
available from the Clerk of the  
Board.

Please run the following Classified Advertisement as indicated below, under your CALL FOR BIDS section.

MULTNOMAH COUNTY

4TH FLOOR HVAC MODIFICATION

Bids Due March 22, 1988 at 2:00 P.M.  
Bid No. B61-300-1912

Sealed bids will be received by the Director of Purchasing, Multnomah County Purchasing Section, 2505 S.E. 11th Ave., Portland, OR 97202 for:

1) install pre-heat coil in SF-3; 2) install pre-heat coils on 4th floor terminal units, converting them from variable to constant volume; 3) modify exhaust duct work; 4) Balance air and water on all detention floors.

Plans and Specifications are filed with the Purchasing Director and copies may be obtained from the above address for a \$50.00 refundable fee. CHECKS AND MONEY ORDERS ONLY. Plans and Specifications will not be mailed within the Tri-County area.

PREBID CONFERENCE: March 7, 1988, 2:00 pm, 1120 S.W. 3rd, Multnomah County Detention Center.  
Attendance MANDATORY.

PREQUALIFICATION OF BIDDERS: Pursuant to the Multnomah County Public Contract Review Board Administrative Rules (AR 40.030) Prequalification shall be required for this project for the following class(es) of work: Heating

Prequalification applications or statements must be prepared during the period of one year prior to the bid date. Prequalification application or proof of prequalification by the Oregon Department of Transportation must be actually received or postmarked to Multnomah County by not later than 10 days prior to bid opening.

All bidders must comply with the requirements of the prevailing wage law in ORS 279.350.

Details of compliance are available from the Purchasing Section, Division of Administrative Services, 2505 S.E. 11th Avenue, Portland, OR 97202, (503) 248-5111.

Contractors and subcontractors must be licensed for asbestos abatement work if the project involves working with asbestos.

NONDISCRIMINATION: Bidders on this work will be required to comply with the provisions of Federal Executive Order 11246. The requirements for Bidders and Contractors are explained in the Specifications.

No proposal will be considered unless accompanied by a check payable to Multnomah County, certified by a responsible bank, or in lieu thereof, a surety bond for an amount equal to ten percent (10%) of the aggregate proposal. The successful bidder shall furnish a bond satisfactory to the Board in the full amount of the contract.

Multnomah County reserves the right to reject any or all bids.

FRANNA RITZ, ACTING DIRECTOR  
PURCHASING SECTION

Publish February 25, 26, & 29, 1988

TO: The Portland Business Today

Please run the following Classified Advertisement as indicated below, under your  
"CALL FOR BID" section

**MULTNOMAH COUNTY**

Proposals Due: March 8, 1988 at 2:00 P.M.

Proposal No. B82-150-1921

Sealed proposals will be received by the Director of Purchasing, 2505 S.E. 11th  
Ave., Portland, OR 97202 for:

Sheriff's office uniforms on a requirements basis

as per specifications on file with the Purchasing Director. No proposal will be  
received or considered unless the proposal contains a statement by the bidder as  
part of his bid that the requirements of ORS 279.350 shall be included. Multnomah  
County reserves the right to reject any or all proposals.

Specifications may be obtained at: Multnomah County Purchasing Section

2505 S.E. 11th Avenue

Portland, OR 97202

(503) 248-5111

Franna Ritz, Acting Director  
Purchasing Section

PUBLISH: February 25, 26, & 29, 1988

Please run the following Classified Advertisement as indicated below, under your CALL FOR BIDS section.

MULTNOMAH COUNTY

New Minimum Security Detention Facility

Bids Due March 29, 1988 at 2:00 P.M.

Bid No. B61-100-1926

Sealed bids will be received by the Director of Purchasing, Multnomah County Purchasing Section, 2505 S.E. 11th Ave., Portland, OR 97202 for:

construction of a new concrete detention facility, including: site work, parking lot, all interior and exterior building work.

Plans and Specifications are filed with the Purchasing Director and copies may be obtained from the above address for a \$5.00 non-refundable fee. CHECKS AND MONEY ORDERS ONLY. Plans and Specifications will not be mailed within the Tri-County area.

PREBID CONFERENCE: March 14, 1988, 10:00 am, Hansen Building Auditorium, 12240 N.E. Glisan, Portland, Oregon. Attendance is MANDATORY.

PREQUALIFICATION OF BIDDERS: Pursuant to the Multnomah County Public Contract Review Board Administrative Rules (AR 40.030) Prequalification shall be required for this project for the following class(es) of work: Building Construction

Prequalification applications or statements must be prepared during the period of one year prior to the bid date. Prequalification application or proof of prequalification by the Oregon Department of Transportation must be actually received or postmarked to Multnomah County by not later than 10 days prior to bid opening.

All bidders must comply with the requirements of the prevailing wage law in ORS 279.350.

Details of compliance are available from the Purchasing Section, Division of Administrative Services, 2505 S.E. 11th Avenue, Portland, OR 97202, (503) 248-5111.

Contractors and subcontractors must be licensed for asbestos abatement work if the project involves working with asbestos.

MINORITY AND FEMALE BUSINESS UTILIZATION: All bidders are hereby specifically advised that these conditions require a minimum of 10% of the total bid amount for Minority Business Enterprise participation in one or more of the following subcontract areas: bidder's option, and 2% of the total bid amount for Female Business Enterprise participation in one or more of the following subcontract areas: bidder's option.

NONDISCRIMINATION: Bidders on this work will be required to comply with the provisions of Federal Executive Order 11246. The requirements for Bidders and Contractors are explained in the Specifications.

No proposal will be considered unless accompanied by a check payable to Multnomah County, certified by a responsible bank, or in lieu thereof, a surety bond for an amount equal to ten percent (10%) of the aggregate proposal. The successful bidder shall furnish a bond satisfactory to the Board in the full amount of the contract.

Multnomah County reserves the right to reject any or all bids.

FRANNA RITZ, ACTING DIRECTOR  
PURCHASING SECTION

Publish March 2, 3, & 4, 1988

DATE SUBMITTED February 8, 1988

(For Clerk's Use) 2/23/88

Meeting Date #3

Agenda No. \_\_\_\_\_

REQUEST FOR PLACEMENT ON THE AGENDA

Subject: CIC Semi-Annual Report

Informal Only\* February 16, 1988  
(Date)

Formal Only \_\_\_\_\_  
(Date)

DEPARTMENT Citizen Involvement Committee DIVISION \_\_\_\_\_

CONTACT Merlin Reynolds TELEPHONE 248-3450

\*NAME(s) OF PERSON MAKING PRESENTATION TO BOARD Mark Williams, Chair

BRIEF SUMMARY Should include other alternatives explored, if applicable, and clear statement of rationale for the action requested.

Semi-Annual Report to the Board of County Commissioners concerning the activities and recommendations of the Citizen Involvement Committee.

(IF ADDITIONAL SPACE IS NEEDED, PLEASE USE REVERSE SIDE)

ACTION REQUESTED:

☒ INFORMATION ONLY ☐ PRELIMINARY APPROVAL ☐ POLICY DIRECTION ☐ APPROVAL

INDICATE THE ESTIMATED TIME NEEDED ON AGENDA \_\_\_\_\_

IMPACT:

☐ PERSONNEL  
☐ FISCAL/BUDGETARY  
☐ General Fund  
☐ Other \_\_\_\_\_

BOARD OF  
COUNTY COMMISSIONERS  
1988 FEB - 9 AM 10:40  
MULTNOMAH COUNTY  
OREGON

SIGNATURES:

DEPARTMENT HEAD, ELECTED OFFICIAL, or COUNTY COMMISSIONER: \_\_\_\_\_

BUDGET / PERSONNEL \_\_\_\_\_ / \_\_\_\_\_

COUNTY COUNSEL (Ordinances, Resolutions, Agreements, Contracts) \_\_\_\_\_

OTHER \_\_\_\_\_  
(Purchasing, Facilities Management, etc.)

NOTE: If requesting unanimous consent, state situation requiring emergency action on back.

MULTNOMAH COUNTY  
CITIZEN INVOLVEMENT COMMITTEE  
SEMI-ANNUAL REPORT

23 February 1988

## SEMI-ANNUAL REPORT SUMMARY

Mark Williams, CIC Chair

The Citizen Involvement Committee continues to grapple with defining its role in facilitating citizen involvement in county government. This effort is one of the many positive aspects of working with the individuals who comprise the Citizen Involvement Committee, an outstanding group of people with a variety of perspectives on the issue. As has become our custom, we met in an all-day workshop in early September in order to set our goals for the year. These goals and the action plans which have been developed are discussed more fully in the committee reports which follow. The primary goals identified by the CIC were: 1) to develop the means of acquiring and disseminating county government information to citizens; 2) to develop a CIC reputation of effective even-handed involvement; and 3) to increase citizen participation in and accessibility to Multnomah County government.

In addition to the continued hard work and productive efforts of our staff coordinator, Merlin Reynolds, we have gained the able services of Gloria Fisher as legislative/administrative secretary. Gloria is a woman of broad experience in journalism and politics and her expertise has proven invaluable during the past six months.

The CIC consists of members chosen pursuant to ordinance-mandated geographic and organizational categories intended to ensure county wide representation. The CIC members and their affiliations at present are:

Pam Arden - North Portland Citizens Group  
Ben Butzien - Southeast Uplift Neighborhood Program  
Marlene Byrne - Countywide Boards, Commissions and Civic Groups  
Larry Foltz - Countywide Boards, Commissions and Civic Groups  
Charles Herndon - Cities and Community Groups  
Scott Holzem - Central Northeast Neighbors  
Franklin Jenkins - Cities and Community Groups  
Sara Lamb - Countywide Boards, Commissions and Civic Groups  
Richard Levy - Northeast Coalition of Neighborhoods  
Keith Loeffler (Treasurer) - Cities and Community Groups  
Robert Luce - Cities and Community Groups  
LaVerne Moore (Vice Chair) - Neighbors West/Northwest  
John Miller (Secretary) - Southwest Neighborhood Association  
George Muir - Southeast Uplift Neighborhood Program  
Dennis Payne - Northeast Coalition of Neighborhoods  
Ann Porter - Cities and Community Groups  
Jean Ridings - Countywide Boards, Commissions and Civic Groups  
Michael Sullivan - Cities and Community Groups  
Lianne Thompson - Neighbors West/Northwest  
Martha White - Southwest Neighborhood Association  
Mark Williams (Chair) - North Portland Citizens Group  
Jim Worthington - Cities and Community Groups



## CENTRAL CBAC COMMITTEE REPORT

Dennis Payne, Chair

### 1. Who we are:

Dennis Payne - Chair  
Marlene Byrne - DGD  
Ben Butzien - DES  
John Miller - Sheriff  
LaVerne Moore - Auditor  
George Muir - DJS  
Ann Porter - DHS  
Mike Sullivan - DA  
Lianne Thompson - At Large  
Jim Worthington - Non-Departmental  
Merlin Reynolds - Staff

### 1. What we have done:

- a) Meet monthly to share information from individual Citizen Budget Advisory Committees to identify county-wide issues/concerns
- b) Coordinate efforts to improve citizen knowledge of county budget process
- c) Held a County Budget Orientation session of CBAC members in November
- d) Developed a Common Reporting Format for the CBACs to use
- e) Developed a step by step process to assist CBACs in reviewing their Departmental Budgets
- f) Held an orientation for CBAC staff in October

### 2. Current status:

- a) reviewing individual CBAC reports and coordinating county-wide issues identification
- b) drafting county-wide issues statement and Central CBAC Report

## **CIC INFORMATION COMMITTEE**

Franklin Jenkins

The primary purpose of the Information Committee is to develop the means of acquiring and disseminating county government information to citizens. The goal this year is to develop an innovative public relations program for the CIC. The committee is composed of five Citizen Involvement Committee members: Franklin Jenkins (Chair), Larry Foltz, Scott Holzem, Keith Loeffler, Jean Ridings and staffed by Merlin Reynolds.

In the first half of FY '87 - '88, the Information Committee has had several projects: a Citizen Involvement Handbook, a quarterly newsletter, expanded Handbook and Service Directory distribution, the CIC County Fair booth, public transportation to the County Fair, and a CIC display.

The Citizen Involvement Handbook was completed in time for distribution in September for "Know Your County" Month. Distribution is in tandem with the more established and popular CIC Service Directory. The Service Directory demand has exceeded the supply and authorization was given for another printing.

Two issues of the County Conduit were published in this period. The County conduit has settled into a format of features spotlighting different community areas in each issue, items by public officials, and articles reflecting citizen concerns.

The County Fair booth, public transportation to the fair, and a CIC display for the fair and other uses are under study.

The Information Committee has developed a variety of methods to communicate with citizens concerning services and activities of Multnomah County.

## **CIC PARTICIPATION COMMITTEE REPORT**

Richard Levy, Chair

Following the September Workshop, the Participation Committee set priorities among the numerous tasks that were assigned.

Top priorities for the small committee, made up of Pam Arden, Marlene Byrne, Richard Levy (Chair), Bob Luce, and staffed by Gloria Fisher, were:

1. increase outreach to the residents of Multnomah County through meetings and education;
2. increase accessibility of residents to Multnomah County government, and;
3. provide greater accessibility to the Multnomah County budget process

These tasks are to be accomplished through:

- a. conducting joint meetings of the CIC and Neighborhood Boards and Community Groups during which a mutual education process should take place;
- b. wider distribution of Citizen Handbooks and preparation of "How to Testify" pamphlet to assist citizens in preparing to testify for either budget or regular Board of County Commissioners meetings;
- c. working with the staff of the Commissioners representing the different Districts of the County to hold budget forms in each of these districts to provide an opportunity for residents to informally express their desires and needs for County services.

## CIC PROTOCOL COMMITTEE REPORT

Ben Butzien, Chair

This year the Protocol Committee was formed to undertake one of the major CIC goals: Develop a CIC reputation of effective evenhanded involvement. The members are: Ben Butzien (Chair), Martha White, Chuck Herndon, Sara Lamb, and staffed by Merlin Reynolds.

The following objectives resulted from the CIC Annual Workshop and were assigned to the Protocol Committee:

- Designate liaisons (CIC members) with county departments.
- Develop and conduct a plenary session with boards and commissions.
- Request early notification of citizen groups in policy processes.
- Identify county staff resources.
- Promote expanded role for CBACs.
- Develop protocol for CIC processing of citizen requests.
- Establish quarterly meeting with BCC and department directors
- Review, clarify and/or redefine the CIC mission.

The Committee prioritized and combined these objectives into the following tasks:

1. Review and clarify the CIC mission, by-laws and policies.
2. Develop a protocol for the CIC to process citizen requests for information and action.
3. Designate CIC Department Liaisons, identify county staff resources to assist citizen involvement and encourage early notification to citizen organizations of county decisions which impact them.
4. Establish quarterly meetings between the BCC and CIC.

Our committee is now in the process of developing draft plans for implementing these tasks and will submit them to the CIC for review and approval at the next CIC monthly meeting on February 18th.