



**PROSPER**  
**PORTLAND**  
Building an Equitable Economy

**DATE:** September 11, 2019  
**TO:** Board of Commissioners  
**FROM:** Kimberly Branam, Executive Director  
**SUBJECT:** Report Number 19-44

Authorizing an Intergovernmental Agreement with the City of Portland Bureau of Revenue and Financial Services, Procurement Services in an Amount Not to Exceed \$600,000 for Business and Workforce Equity Contract Compliance Services

### **BOARD ACTION REQUESTED AND BRIEF DESCRIPTION**

Adopt Resolution No. 7340

This proposed action by the Prosper Portland Board of Commissioners (Board) will authorize an Intergovernmental Agreement (IGA) with the City of Portland (City) Bureau of Revenue and Financial Services, Procurement Services (Bureau) to provide Prosper Portland with Business and Workforce Equity program contract and hiring compliance services for a five-year period in an amount not to exceed amount \$600,000. The Bureau has provided these services every year since fiscal year (FY) 2012-13.

At the September 11, 2019 Prosper Portland Board meeting, staff will provide an update on the past year of Business and Workforce Equity program accomplishments, challenges, and new approaches in the upcoming year.

### **STRATEGIC PLAN ALIGNMENT AND OUTCOMES**

The monitoring of Prosper Portland's Business and Workforce Equity programs is essential to delivering on the agency's Strategic Plan goals of equitable construction and contracting, wealth of creation, and quality jobs.

### **BACKGROUND AND CONTEXT**

The Prosper Portland Business Equity Program requires contractors on specified projects to make good-faith efforts to provide contracting opportunities available to certified disadvantaged, minority, women-owned, and emerging small businesses (Certified Firms) when subcontracting portions of Prosper Portland-funded projects. The Prosper Portland Workforce Equity Program and the Workforce Training and Hiring Program both require contractors working on certain construction projects to make good-faith efforts to hire and train a diverse workforce, including apprentices. Such requirements necessitate a mechanism for documenting and evaluating the number of certified firms being offered opportunities for work and how the workforce reflects program goals.

The Bureau assesses the amount and how each project is subcontracting to minority, women, and small business firms and the degree to which the project is hiring from minority and women populations set forth in the Prosper Portland Equity Administrative Procedures, including monthly and annual utilization and workforce reports. Any exception from Equity Administrative Procedures requirements would require prior consultation between the Prosper Portland Executive Director and the Prosper Portland Board.

The Bureau has updated its software systems allowing Prosper Portland real-time monitoring to help ensure project owners and their contractors are complying with Prosper Portland requirements on their respective projects.

**EQUITY IMPACT**

The monitoring and compliance of Prosper Portland’s Business and Workforce Equity programs provided by the Bureau allows Prosper Portland to work toward its goals of meeting and exceeding equitable wealth creation outcomes from Prosper Portland-sponsored projects. With the Bureau’s transition to the B2GNow contract compliance reporting system and the LCP Tracker labor compliance software platform, Prosper Portland has a web-based platform to track real-time reporting and provide course correction on projects. Following is a summary of Prosper Portland owned and sponsored projects subject to the Business Equity Program that are currently in construction.

<b>Certification</b>	<b>Amount</b>	<b>Percentage</b>
Minority Owned Business Enterprise (MBE)	\$20,730,787	5.7%
Woman-Owned Business (WBE)	\$30,088,596	8.2%
Emerging Small Business (ESB)	\$9,107,488	2.5%
Disadvantaged Business Enterprise (DBE)	\$25,321,717	6.9%
Non-Certified Firms	\$281,432,580	76.7%
<b>Total Projects Under Construction</b>	<b>\$ 366,690,168</b>	

Prosper Portland owned or sponsored projects that have completed construction performed at 23.2 percent, exceeding the agency’s 20 percent aspirational goal.

**COMMUNITY PARTICIPATION AND FEEDBACK**

Staff has not conducted public outreach specific to this proposed action.

**BUDGET AND FINANCIAL INFORMATION**

Funding for this IGA is included as an administrative overhead line item in the FY 2019-20 Adopted Budget for the Development and Investment Department. Following are Bureau expenditures to date:

Amendment	Fiscal Year	Amount
Initial IGA	2012-13	\$110,000
1 <sup>st</sup>	2013-14	\$113,000
2 <sup>nd</sup>	2014-15	\$113,000
3 <sup>rd</sup>	2015-16	\$113,000
4 <sup>th</sup>	2016-17	\$116,700
5 <sup>th</sup>	2017-18	\$116,700
6 <sup>th</sup>	2018-19	\$116,700
<b>Total</b>		<b>\$799,100</b>

**RISK ASSESSMENT**

There are no significant risks to adopting the IGA. Prosper Portland staff coordinates with the Bureau on a weekly basis and in monthly meetings. Staff has considered bringing these services in-house but ultimately determined it could put the agency out of alignment with the City and be cost-prohibitive with the expense of the required software and additional staff.

**ATTACHMENTS**

None.

