



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

**DATE:** February 12, 2020  
**TO:** Board of Commissioners  
**FROM:** Kimberly Branam, Executive Director  
**SUBJECT:** Report Number 20-09

Authorizing Modifications to the Intergovernmental Agreement Among Prosper Portland, the City of Portland Office of Management and Finance, and the City of Portland Office of Equity and Human Rights, and Other Actions to Implement the Community Opportunities and Enhancements Program

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

Adopt Resolution No. 7360

This action by the Prosper Portland Board of Commissioners (Board) authorizes modifications to the intergovernmental agreement (Revised IGA) between the City of Portland (City) Office of Management and Finance (OMF), Office of Equity and Human Rights (OEHR), and Prosper Portland to implement the first phase (Phase One) of the Community Opportunities and Enhancements Program (COEP). An intergovernmental agreement was initially approved by Prosper Portland Board on November 13, 2019, through Resolution No. 7348 (Initial IGA); if this resolution is approved, the Initial IGA will be revised to reflect a phased approach to program implementation and Prosper Portland's COEP administrative fee will be reduced from \$450,000 to \$150,000. The Revised IGA authorizes Prosper Portland to administer Phase One of COEP.

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

Implementation of COEP supports Prosper Portland's goals to create widely shared prosperity and collaborate with partners to build an equitable economy. Specifically, COEP supports access to career-path employment for underrepresented job seekers and provides support for entrepreneurs of color that provide wealth creation opportunities.

Overall, the goals of the COEP are to increase the number of people of color and women in the trades and to remove barriers for construction firms owned by people of color and women so that they can successfully participate in public contracting.

#### **BACKGROUND AND CONTEXT**

The Initial IGA contemplated that Prosper Portland would design and implement a broad program and would receive \$450,000 in administrative fees over the term of the IGA. Since Prosper Portland Board adoption, the City has requested the Initial IGA be modified to cover administration of Phase One of the COEP rather than a broader program. While Prosper is administering Phase One, OMF will complete the COEP Administrative Rules which will provide further clarity about additional funding and will allow for full program implementation.

Due to the phased approach, Prosper Portland agreed to reduce the administrative fee to \$150,000 so that a higher percentage of the City's funds that are initially available will be used for workforce assistance and business assistance services.

Similar to the Initial IGA, the Revised IGA authorizes Prosper Portland to enter into an agreement with Worksystems Inc. in order to implement the workforce assistance components of Phase One of the COEP. The Revised IGA (like the Initial IGA) also contemplates that Prosper Portland would directly enter into grant agreements with COEP set-aside dollars from the City for business technical assistance services.

### **EQUITY IMPACT**

The COEP will provide much needed resources to communities of color and women who are interested in pursuing careers in the trades and construction business ownership. The grant process that Prosper Portland staff will manage will prioritize funding to organizations from and serving communities of color.

### **COMMUNITY PARTICIPATION AND FEEDBACK**

Staff did not conduct any public participation related to this action. However, significant community participation occurred over the last five years around the development of the concept of COEP, as outlined in the accompanying report to Resolution No. 7348 authorizing the Initial IGA (Report No. 19-53).

### **BUDGET AND FINANCIAL INFORMATION**

Over the term of the Revised IGA (fiscal years 2019-20 and 2020-21), Prosper Portland is expected to receive a total administrative fee of \$150,000 to cover personnel, materials and services, and indirect expenses to develop Phase One of the COEP, manage the Request for Proposals process, monitor grant recipients, track program outcomes, market the program, and support the program through ecosystem convenings.

### **RISK ASSESSMENT**

Prosper Portland has agreed in the Revised IGA to administer the COEP for a fixed payment; therefore, it is possible that actual administrative costs may exceed the reimbursement received out of COEP funds.

In addition, it is anticipated that certain COEP funds (such as ratepayer funds) may be restricted in use, and thus it is important for Prosper Portland to work closely with City staff and legal counsel to adhere to City guidance on eligible uses of funds. This risk is somewhat mitigated in that the Revised IGA (like the Initial IGA) will provide that the City, not Prosper Portland, will be responsible for determining eligible uses of funds.

### **ATTACHMENTS**

None