



PROSPER
PORTLAND
Building an Equitable Economy

DATE: January 25, 2023
TO: Board of Commissioners
FROM: Kimberly Branam, Executive Director
SUBJECT: Report Number 23-01
Amending a Flexible Services Contract for Economic Development, Real Estate, and Policy Services with Economic Consultants, LTD dba ECONorthwest

BOARD ACTION REQUESTED AND BRIEF DESCRIPTION

Adopt Resolution No. 7475

This proposed action by the Prosper Portland Board of Commissioners (Board) will authorize an amendment to a flexible services contract with Economic Consultants, LTD (ECONorthwest) to perform economic development, real estate, and policy consulting services to Prosper Portland in an amount not to exceed \$1,100,000.

STRATEGIC PLAN ALIGNMENT AND OUTCOMES

This action will deliver on the agency's Strategic Plan by exercising "transparent administration of resources and assets to ensure public funds are effectively invested to achieve agency objectives."

BACKGROUND AND CONTEXT

Prosper Portland utilizes flexible services contract to identify qualified consultants that provide professional services through work orders. On November 17, 2020, Prosper Portland released competitive Request for Qualifications #20-05 solicitation for economic development, real estate, and policy analysis flexible services. ECONorthwest was among five consultants selected as a flexible services contractor to perform economic development, real estate, and policy consulting service services; subsequently, on March 30, 2021, Prosper Portland and ECONorthwest executed contract no. 220025 effective April 1, 2021, to expire March 31, 2024, with a maximum compensation not to exceed \$250,000. To date, Prosper Portland and ECONorthwest have executed three amendments to contract no. 220025 to add eligible contractor staff and to increase the maximum compensation not to exceed to \$450,000. Due to amendments to existing work orders and requests for additional services, staff are requesting an amendment to contract no. 220025 to increase the maximum compensation not to exceed to \$1,100,000. Since this new not to exceed amount exceeds the executive director's signature authority, staff are seeking Prosper Portland Board approval of a fourth contract amendment.

ATTACHMENTS

None.