

For Agency Meeting of:
Agenda Item No:

March 19, 2007
D.2 (a)

TO: BOARD OF THE URBAN RENEWAL AGENCY
Robert G. Wells
THROUGH: ROBERT G. WELLS, URBAN RENEWAL AGENCY ADMINISTRATOR
FROM: TONY MOUNTS, DIRECTOR OF ADMINISTRATIVE SERVICES *Tony Mounts*
SUBJECT: PURCHASES APPROVED ADMINISTRATIVELY
FOR URBAN RENEWAL AGENCY OF THE CITY OF SALEM —
(January 30, 2007 Thru March 12, 2007)

RECOMMENDATION:

None; Information Only

BACKGROUND:

Administrative award, renewal and modification of contracts occurs each week through the review of the Weekly Purchasing Report presented by the Purchasing Administrator to the City Manager or his designee during a regularly scheduled Tuesday purchasing activity review session. All completed procurement transactions, recommended for award, with a value of \$25,000 and over are presented in the Weekly Purchasing Report and reviewed for compliance to URA Purchasing Rules during the review session.

During the February through June time period, the URA bids or exercises renewal clauses on approximately forty (40) "annual requirements contracts" for the following fiscal year. A sixty-to-ninety (60-90) day cycle is necessary for the bidding and renewal process for annual requirements contracts which necessitates beginning this process well before the actual July 1st start of the fiscal year in order that the contracts are effective the first day of the coming fiscal year. However, as specifically delineated in all the competitive bid documents for annual requirements contracts, the dollar award amounts for these contracts and, in fact, the specified quantity levels stated within these contracts, are merely estimates of the goods and services required to support operations for the coming fiscal year. Both the bids and the contracts themselves state that the URA retains the right to not award contracts and/or change contract amounts, both dollar and quantity, based on specific Board/Budget Committee actions/decisions.

The reader of this report will be able to easily ascertain which contracts are current year executed contracts versus those that are annual contracts for the start of the next fiscal year, as all FY 07/08 annual contracts will so note. This Monthly Purchasing Report is a compilation of the prior month's administratively awarded contracting activities.

FACTS & FINDINGS:

The following purchases were approved administratively during the time period referenced above:

	Business Entity	Description	Amount	Fund
1	Cascadia Development, LLC	Disposition and Development Agreement for 295 Church Street Redevelopment Project - Design Work	\$244,480.00	TAI
2	Kamph Construction Company	Salem Airport South Phase 1.2 - Franchise Utilities	\$148,699.25	TAI
3	Engineered Monitoring Solutions, LLC	COR - Monitoring System Engineering - FY 07/08 (Annual Renewal)	\$500,000.00	TAI
4	Capital Valuation Group	Appraisal Services for Agriculture - FY 07/08 (Annual Renewal)	\$350,000.00	TAI
5	Capital Valuation Group	Appraisal Services for Review - FY 07/08 (Annual Renewal)	\$350,000.00	TAI
6	Capital Valuation Group	Appraisal Services for Commercial/Industrial - FY 07/08 (Annual Renewal)	\$350,000.00	TAI
7	Gillespie Appraisal Services	Appraisal Services for Commercial/Industrial - FY 07/08 (Annual Renewal)	\$350,000.00	TAI
8	Capital Valuation Group	Appraisal Services for Residential - FY 07/08 (Annual Renewal)	\$350,000.00	TAI
9	Gillespie Appraisal Services	Appraisal Services for Residential - FY 07/08 (Annual Renewal)	\$350,000.00	TAI
10	Black & Veatch Corporation	COR - General Civil Engineering Services - FY 07/08 (Annual Renewal)	\$2,000,000.00	TAI
11	Brown & Caldwell, Inc.	COR - General Civil Engineering Services - FY 07/08 (Annual Renewal)	\$2,000,000.00	TAI
12	Kennedy/ Jenks Consultants, Inc.	COR - General Civil Engineering Services - FY 07/08 (Annual Renewal)	\$2,000,000.00	TAI
13	Harper Houf Peterson Righellis, Inc.	COR - General Civil Engineering Services - FY 07/08 (Annual Renewal)	\$2,000,000.00	TAI

	Business Entity	Description	Amount	Fund
14	Century West Engineering Corporation	COR - General Civil Engineering Services - FY 07/08 (Annual Renewal)	\$2,000,000.00	TAI
15	David Evans and Associates, Inc.	COR - General Civil Engineering Services - FY 07/08 (Annual Renewal)	\$2,000,000.00	TAI
16	Galardi Consulting	COR - Financial Consulting Services - Primary Consultant - FY 07/08 (Annual Renewal)	\$100,000.00	TAI
17	Financial Consulting Solutions Group, Inc.	COR - Financial Consulting Services - Alternate Consultant - FY 07/08 (Annual Renewal)	\$100,000.00	TAI

Sub-Total \$15,193,179.25

Total Tax Allocation Improvements (TAI) Fund \$15,193,179.25

Prepared by:

Shawna Carter

Shawna Carter, Administrative Analyst

Approved by:

Gary A. Kanz
 Gary A. Kanz, Purchasing Administrator

