

IMPACT STATEMENT

Legislation title: Authorize a competitive solicitation for Security Services for the SmartPark Garages and the Portland Streetcar Facility at an estimated amount of \$4,000,000 for five years (Ordinance)

Contact name: Michael Jacobs, SmartPark General Manager and Katherine Levine, Streetcar and Transit Partnerships Division Manager

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Presenter name: Michael Jacobs and Katherine Levine

Purpose of proposed legislation and background information:

This ordinance authorizes the Chief Procurement Officer to facilitate the use of the competitive solicitation process in order to obtain the most responsible and responsive offer for providing security services for the SmartPark Garages and the Portland Streetcar Facility. The Portland Bureau of Transportation (PBOT) is responsible for managing and maintaining all official business, operations and records for the City's six SmartPark Parking Garages with almost 3,800 parking spaces. Keeping the City's Smart Park Garages safe is critically important to the economic vitality of the downtown area and overall perception of the City's downtown. PBOT Streetcar and Transit Partnerships Division is responsible for providing security for the Streetcar Facility in an effort to deter criminal activity.

Procurement Services and PBOT completed a solicitation process in 2016 for security services at the SmartPark garages and the Streetcar Facilities. In February 2017, the solicitation was cancelled and PBOT was directed to initiate a new solicitation process for security services. City Council extended the current contract for security services, which is now scheduled to terminate on March 31, 2018.

This legislation will result in a new competitive solicitation.

Financial and budgetary impacts:

The security services are paid for by SmartPark parking garage receipts and by Portland Streetcar receipts. These services are budgeted in PBOT's FY 17-18 Budget Request and are included as part of the 5-year financial forecasts for the Transportation Operating and Parking Facilities Funds. The estimated value of the contract is \$4 million dollars over five (5) years. The level of confidence for this estimate is moderate. The final contract amount will depend on the costs submitted by the successful vendor and as negotiated with the City.

The new contract is anticipated to commence on April 1, 2018. Appropriation for the security services contract will be included in the FY 2017-2018 budget request and may be amended in a supplemental budget once the contract has been awarded and the contract amount is known.

Community impacts and community involvement:

The SmartPark mission is to support the economic vitality of the City by providing affordable parking that primarily meets the short-term needs of shoppers, visitors and business customers. Security is paramount to the above noted mission as safety of the shoppers, visitors and business customers is important in carrying out the overall mission of the City's SmartPark Garages.

Potential proposers will be able to review the competitive solicitation, ask questions, provide comments and submit proposal responses to the competitive Request for Proposals (RFP). A member of the Minority Evaluator Program (MEP) will participate in the evaluation of the proposals.

No known persons or groups will be testifying.

No future public involvement is anticipated or necessary after the completion of the RFP process.

Budgetary Impact Worksheet

Does this action change appropriations?

☐ **YES:** Please complete the information below.

☒ **NO:** Skip this section

Fund	Fund Center	Commitment Item	Functional Area	Funded Program	Grant	Sponsored Program	Amount

KK 4-5-17

REFERRED TO
COMMISSIONER OF PUBLIC AFFAIRS

ORDINANCE No.

Authorize a competitive solicitation for Security Services for the SmartPark Garages and the Portland Streetcar Facility at an estimated amount of \$4,000,000 for five years (Ordinance)

The City of Portland ordains:

Section 1. The Council finds:

1. In ORS 223.835, the Portland City Council has the legislative authority to set parking rates and regulate the uses of the Garage system.
2. The Portland Bureau of Transportation (PBOT) is responsible for managing and maintaining all official business, operations and records for the City's six SmartPark Parking Garages with almost 3,800 parking spaces.
3. The SmartPark mission is to support the economic vitality of the City by providing affordable parking that primarily meets the short-term needs of shoppers, visitors and business customers. Security is paramount to the above noted mission as safety of the shoppers, visitors and business customers is important in carrying out the overall mission of the City's Parking Garages.
4. Keeping the City's Smart Park Garages safe is critically important to the economic vitality of the downtown area and overall perception of the City's downtown. As in other cities around the nation, downtown parking garages are heavily used by legitimate customers but also those who conduct themselves unlawfully or misuse the garages. Illegal activity discourages parking at the garages and has a negative impact on economic growth.
5. PBOT Streetcar and Transit Partnerships Division is responsible for providing security for the Streetcar Facility in an effort to deter criminal activity.
6. Procurement Services and PBOT completed a solicitation process in 2016 for security services at the SmartPark garages and the Streetcar Facilities. In February 2017, the solicitation was cancelled and PBOT was directed to initiate a new solicitation process for security services.
7. PBOT seeks Council's authorization for Procurement Services to issue a competitive solicitation for Security Services at the SmartPark Garages and the Streetcar Facility.
8. The estimated cost for security services over 5 years is approximately \$4,000,000. The contract for security services will be paid for through parking garage receipts and streetcar receipts.

9. The Bureau's level of confidence in the cost estimates for this project is moderate.

NOW, THEREFORE, the Council directs:

- a. The Chief Procurement Officer is authorized to facilitate the use of the competitive solicitation process in accordance with City Code 5.33 for the negotiation and development of a five-year contract for security services at the SmartPark Garages and Streetcar Facility.
- b. Upon Council acceptance of the Chief Procurement Officer's Report, Procurement Services is authorized to execute a contract, provided the contract has been approved as to form by the City Attorney's Office.

Passed by the Council,

Mary Hull Caballero

Commissioner Dan Saltzman
Prepared by: Michael Jacobs: SP
Date Prepared: March 30, 2017

Auditor of the City of Portland
By

Deputy

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Agenda No.
ORDINANCE NO.
Title

Authorize a competitive solicitation for Security Services for the SmartPark Garages and the Portland Streetcar Facility at an estimated amount of \$4,000,000 for five years (Ordinance)

<p>INTRODUCED BY Commissioner/Auditor: COMMISSIONER DAN SALTZMAN</p>	<p>CLERK USE: DATE FILED <u>APR 18 2017</u></p>
<p>COMMISSIONER APPROVAL</p> <p>Mayor—Finance and Administration - Wheeler</p> <p>Position 1/Utilities - Fritz</p> <p>Position 2/Works - Fish</p> <p>Position 3/Affairs - Saltzman <i>[Signature]</i></p> <p>Position 4/Safety - Eudaly</p>	<p>Mary Hull Caballero Auditor of the City of Portland</p> <p>By: <i>[Signature]</i> Deputy</p>
<p>BUREAU APPROVAL</p> <p>Bureau: Transportation Parking Services Assistant Director: Chris Warner Group Manager: Dave Benson</p> <p>Prepared by: Michael Jacobs Date Prepared: March 30, 2017 Supervisor: Malisa McCreedy <i>[Signature]</i></p> <p>Impact Statement Completed <input checked="" type="checkbox"/> Amends Budget <input type="checkbox"/></p> <p>Portland Policy Document If "Yes" requires City Policy paragraph stated in document. Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p> <p>City Auditor Office Approval: required for Code Ordinances</p> <p>City Attorney Approval: required for contract, code, easement, franchise, comp plan, charter</p> <p>Council Meeting Date May 3, 2017</p>	<p>ACTION TAKEN:</p> <p>APR 26 2017 REFERRED TO COMMISSIONER OF PUBLIC AFFAIRS</p>

AGENDA
<p>TIME CERTAIN <input type="checkbox"/></p> <p>Start time: _____</p> <p>Total amount of time needed: _____ (for presentation, testimony and discussion)</p>
<p>CONSENT <input checked="" type="checkbox"/> <i>Pulled</i></p>
<p>REGULAR <input type="checkbox"/></p> <p>Total amount of time needed: _____ (for presentation, testimony and discussion)</p>

FOUR-FIFTHS AGENDA	COMMISSIONERS VOTED AS FOLLOWS:		
		YEAS	NAYS
1. Fritz	1. Fritz		
2. Fish	2. Fish		
3. Saltzman	3. Saltzman		
4. Eudaly	4. Eudaly		
Wheeler	Wheeler		