



[Home](#) / [Council Documents](#)

# 191099

Emergency Ordinance

## \*Authorize Request for Proposal for a Parking Enforcement handheld citation system for the Bureau of Transportation

Passed

The City of Portland ordains:

Section 1. The Council finds:

1. The City of Portland's Bureau of Transportation, Parking Enforcement Division is responsible for enforcement of the City's parking code, which governs metered parking spaces, as well as parking on city streets outside of metered areas. There are over 13,000 metered parking spaces.
2. Parking citations are issued by Portland Parking Enforcement Officers. Parking Enforcement officers issue citations using an electronic handheld with a built-in camera. The citations are printed from a separate printer Officers carry.
3. The Bureau of Transportation has funds budgeted in FY 2022/2023 for this contract. Portland Bureau of Transportation will continue to budget funds in the Parking Enforcement Division to cover the cost of handheld hardware, software, and services in the years this contract covers.
4. The Bureau's level of confidence in the cost estimates for this project is moderate, as there is good historical information showing purchases made for this equipment. Parking Enforcement is seeking a 5-year contract with an estimation cost of \$1.9 million over the 5-years with an option to extend the contract up to 10-years with an estimation cost of \$3.4 million over 10-years.

NOW, THEREFORE, the Council directs:

- A. The Chief Procurement Officer is authorized to solicit for and procure a Parking Enforcement handled citation system. Upon the Council's acceptance of the Chief Procurement Officer's report to Council to the Chief Procurement Officer is authorized to negotiate, executed and amend a contract, provided the contract has been approved as to

Introduced by

[Commissioner Jo Ann Hardesty](#)

Bureau

[Transportation](#)

Contact

Brian Johnson

Supervisor I

✉ [brian.c.johnson@portlandoregon.gov](mailto:brian.c.johnson@portlandoregon.gov)

📞 [503-823-6838](tel:503-823-6838)

Requested Agenda Type

Consent

Date and Time Information

**Requested Council Date**  
December 7, 2022

form by the City Attorney's office.

- B. The Mayor and Auditor are hereby authorized to draw and deliver warrants chargeable to T00946.C42 when demand is presented and approved by the proper authority.

Section 2. The Council declares that an emergency exists because a delay would unnecessarily delay the Bureau's ability to perform its parking citation duties; therefore, this Ordinance shall be in full force and effect from and after its passage by the Council.

An ordinance when passed by the Council shall be signed by the Auditor. It shall be carefully filed and preserved in the custody of the Auditor (City Charter Chapter 2 Article 1 Section 2-122)

Passed by Council  
December 7, 2022

Auditor of the City of Portland  
Mary Hull Caballero

## Impact Statement

### Purpose of Proposed Legislation and Background Information

- The purpose of this legislation is to open up an RFP for our electronic handheld citation system that will replace our current electronic handheld citation system - contract No. 30004006.
- Parking Enforcement has had its current electronic handheld contract for more than six years. Prior to that, we had a contract with the same company for more than five years. The devices have played an essential role in our day-to-day operations. They allow us to monitor Parking Kitty payments, check for valid permits/payment, check for previous warnings, take clear pictures, provide a professional easy to read citation, seamlessly adopt new software upgrades, etc. The devices are also compatible with license plate reading technology which we are testing.

### Financial and Budgetary Impacts

- Level of project estimate confidence is moderate.
- The new contract would cover annual software licenses, maintenance, equipment purchase, and support.
- Parking Enforcement is seeking a 5-year contract with an estimated cost of \$1.9 million over five years with an option to extend the contract up to 10-years with an estimated cost of \$3.4 million over 10-years.
- The funding is included in the Adopted Budget for FY 2022-23. No change in budget appropriation is requested. PBOT will budget funds

each year as needed for this contract.

- There is no additional funding requested.

## Community Impacts and Community Involvement

Our current contract will run out of money in October of 2023. If we do not have a new contract, we would need to revert to handwritten citations which are slow for officers, the courts, no photos, hard to read sometimes for community members and an ineffective use of tax-payer dollars.

With our handheld citation writers, we can effectively and efficiently enforce all aspects of Title 16 as it relates to parking. The devices are quick, reliable, and take great photographs which are used in court proceedings. This allows for fair and transparent trials for community members.

As we come out of the pandemic, it is more important than ever to have our handheld citation writers. It allows us to expeditiously enforce safety violations, disabled spots, Area Parking Permit (APP) zones, metered zones, truck loading zones, etc. All of which improve quality of life and enhance business vitality. The writers also allow us to develop customized enforcement strategies to ensure parking equity.

## Budget Office Financial Impact Analysis

The legislation authorizes request for proposal for PBOT's electronic handheld parking citation system. The Bureau is seeking a 5-year contract with an estimated cost of \$1.9 million over five years, with an option to extend up to 10-years at an estimated cost of \$3.4 million. Funding for this contract is included and approved in the FY2022-23 Adopted Budget.

## Agenda Items

### 1023 Consent Agenda in [December 7, 2022 Council Agenda](#)

Passed

Agenda item 1023 was pulled from the Consent Agenda for discussion.

Commissioner Mingus Mapps Yea

Commissioner Carmen Rubio Yea

Commissioner Dan Ryan Yea

Commissioner Jo Ann Hardesty Yea

Mayor Ted Wheeler Yea