

IMPACT STATEMENT

Legislation title: Authorize a contract with Portland Streetcar, Inc. to provide operations assistance services, for a not to exceed amount of \$3,290,908. (Procurement Report – Project #117927)

Contact name: Christine Moody, Chief Procurement Officer

Contact phone: 503-823-1095

Presenter name: Christine Moody, Chief Procurement Officer 

Purpose of proposed legislation and background information:

Authorize the Chief Procurement Officer to execute a service contract with Portland Streetcar, Inc. for operations assistance services to Portland Streetcar, Inc. for the period of five (5) years. Total service costs based upon the proposal received not to exceed \$3,290,908.

This contract is for the Bureau of Transportation's operation of the Portland Streetcar. The intent of this contract is for operating assistance services in the following eight (8) major service areas: Leadership in Private Sector Engagement, Service Planning and Scenario Development, Customer Service, Sponsorship Development and Marketing, Communications, Annual Performance Reporting, Implementation of the TriMet Master Agreement, and key Financial Reporting. The Operating Assistance Service provider is the face of and front door to the Portland Streetcar, maintaining a visible, accessible presence, communicating with customers, stakeholders, media, community members, elected officials, City and TriMet staff and managers.

Ordinance 186987 was approved by City Council on January 21, 2015 authorizing the Chief Procurement Officer to issue a competitive solicitation for operations assistance services for the Portland Streetcar on behalf of Portland Bureau of Transportation.

No revenues will be impacted by this legislation.

This legislation does not change existing City policy.

Financial and budgetary impacts:

Based upon the proposal received, the Bureau of Transportation anticipates the cost of this contract to be \$3, 290,908. The level of confidence in the cost estimates for this project is Optimal based on the pricing received from Portland Streetcar, Inc.

Funds are available in the Bureau of Transportation's Streetcar Operating Fund, 2015 Budget.

No present positions will be created, eliminated or re-classified as a result of this legislation.

Community impacts and community involvement:

The contracting community, including contractors certified with the State of Oregon as minority, women, and emerging small businesses became involved when the Chief Procurement Officer advertised and publically noticed the project on the City's Online Procurement System on April 20, 2015.

Potential proposers were able to review the competitive solicitation, attend a mandatory pre-proposal meeting, ask questions, provide comments and submit a proposal in response to Request for Proposal #117927. One proposal was received on May 11, 2015 and resulted in the award of the service contract. Procurement Services managed the procurement process. No protests were received.

No known persons or groups will be testifying.

No future public involvement is anticipated or necessary for this request.

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 |
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