



CITY OF PORTLAND

OFFICE OF MANAGEMENT AND FINANCE

Charlie Hales, Mayor
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REGULAR AGENDA

August 17, 2016

TO THE COUNCIL:

The City of Portland, Bureau of Transportation (PBOT) is responsible for the operation and maintenance of the paid on-street and some off-street parking that uses multi-space pay stations and single space meters. In order to expand parking payment options, the Bureau of Transportation requires a mobile payment system for paid parking, which will allow the public to pay for their parking by using mobile devices such as "smart" phones. The availability of an additional payment method will offer greater convenience and flexibility to the public and eliminate the need for the parking customer to visit the meter or pay station. Increased use of the mobile payment option will also reduce wear and tear on parking pay station printers and reduce paper use; which in turn reduces costs to the City.

City Council passed Ordinance 187260 authorizing Procurement Services to complete a competitive solicitation for a Mobile Parking Payment System (MPPS) to enable the public to pay for parking using mobile devices.

On September 29, 2015, the Chief Procurement Officer issued Request for Proposal (RFP) #00000110 for a Mobile Parking Payment System in accordance with PCC 5.33. On November 2, 2015, five (5) proposals were received, of which four (4) were responsive. After review of the responsive written proposals, the evaluation committee determined that two (2) of the proposals were to be shortlisted for further evaluation.

Demonstrations of the two (2) short listed proposals were attended by the same RFP evaluation committee which included a community representative from the Minority Evaluator Program and additional subject matter experts. Following system demonstrations, the two (2) proposers were asked additional clarification questions and provided with the opportunity to submit a Best and Final Offer (BAFO). The evaluation committee then scored the question responses and the submitted BAFOs. The scores from all phases of the RFP process were added together and the proposal from PassportParking, Inc., was the highest scoring proposal. On March 10, 2016, the City issued a Notice of Intent to Negotiate and Award a contract to PassportParking, Inc., and no protests were received.

PassportParking, Inc., has a current City of Portland Business Tax Registration Account, is in full compliance with the Equal Benefits Program and the EEO certification requirement. PassportParking, Inc., is not a State of Oregon Certified D/M/W/ESB contractor. The level of confidence in the cost estimates for this project is Moderate, based on the pricing received from PassportParking, Inc., in its BAFO response. The estimated contract not-to-exceed amount provided represents the per transaction convenience fee cost from PassportParking, Inc., multiplied by the estimated number of transactions (percentage of customers projected to utilize this service). Customers utilizing the service will pay a per

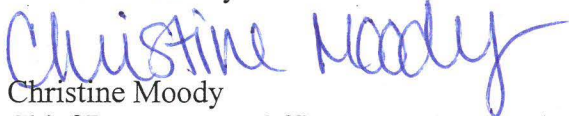
An Equal Opportunity Employer

To help ensure equal access to programs, services and activities, the Office of Management & Finance will reasonably modify policies/procedures and provide auxiliary aids/services to persons with disabilities upon request.

transaction convenience fee to the City. The City in turn will pay PassportParking, Inc., the per transaction fee. The overall result is cost neutral to the City.

The Chief Procurement Officer recommends City Council authorize the execution of a contract with PassportParking, Inc., for a period of five (5) years, for a not-to-exceed amount of \$1,515,174.00. PassportParking, Inc., will provide, implement, and maintain a web-hosted MPPS for use by the City and the parking public.

Recommended by:



Christine Moody
Chief Procurement Officer

Agenda No.
REPORT
Title

Authorize a contract with PassportParking, Inc., for the purchase of a Mobile Parking Payment System for a contractual total not to exceed \$1,515,174.00 (Procurement Report – RFP No. 000001110)

<p>INTRODUCED BY Commissioner/Auditor: Mayor Hales</p>	<p>CLERK USE: DATE FILED <u>AUG 09 2016</u></p>
<p>COMMISSIONER APPROVAL</p> <p>Mayor—Finance and Administration - Hales <i>[Signature]</i></p> <p>Position 1/Utilities - Fritz</p> <p>Position 2/Works - Fish</p> <p>Position 3/Affairs - Saltzman</p> <p>Position 4/Safety - Novick</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: OMF/BRFS/Procurement OMF CAO: Fred Miller <i>[Signature]</i> Bureau Head: Ken Rust <i>[Signature]</i></p>	<p>ACTION TAKEN: AUG 17 2016 ACCEPTED PREPARE CONTRACT</p>
<p>Prepared by: E. Bollinger Date Prepared: 8/1/16</p>	
<p>Impact Statement</p> <p>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 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 August 17, 2016</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 type="checkbox"/></p>
<p>REGULAR <input checked="" type="checkbox"/></p> <p>Total amount of time needed: 5 min. (for presentation, testimony and discussion)</p>

FOUR-FIFTHS AGENDA	COMMISSIONERS VOTED AS FOLLOWS:	
	YEAS	NAYS
1. Fritz	✓	
2. Fish	_____	
3. Saltzman	✓	
4. Novick	✓	
Hales	✓	