

METROPOLITAN EXPOSITION-RECREATION COMMISSION

Resolution No. 10-01

For the Purpose of Authorizing the Amendment to Contract 1203 with Event Rental Communications

WHEREAS, on June 5, 2008, MERC staff issued the informal Request for Quotes #07-11, Two-Way Radio Maintenance on behalf of all three venues; and

WHEREAS, the contract was awarded to Event Rental Communications as it was the lowest responsible, responsive bidder; and


WHEREAS, the contract was \$12,000 for one year with the option to renew for four additional years; and

WHEREAS, the contract has been amended once for 20% of the original amount; and


WHEREAS, the contractor has proven to be reliable and dependable,


BE IT THEREFORE RESOLVED AS FOLLOWS:

- The Metropolitan Exposition Recreation Commission hereby delegates to the Interim General Manager the authority to execute an amendment to the Event Rental Communications Contract for an additional \$12,000 for the next year and for an increase in the contract amount not-to-exceed \$12,000 per year for the additional years permitted by the contract at the discretion of the Interim General Manager.


Chair

Approved as to form:
Daniel B Cooper, Metro Attorney

By: 
Nathan A. Schwartz Sykes, Senior Attorney


Secretary-Treasurer

MERC STAFF REPORT

Agenda Item/Issue: For the Purpose of Authorizing the Amendment to Contract 1203 with Event Rental Communications

Resolution No.: 10-01

Date: January 6, 2010

Presented by: Cheryl Twete

Background: On June 5th, 2008, MERC issued an informal Request for Quotes for Two-Way Radio Maintenance for the Portland Center for the Performing Arts, the Oregon Convention Center, and the Portland Exposition Center. Two-way radios are utilized by most MERC event-related and guest services staff, as well as members of the operations, maintenance, custodial and security crews, as an efficient way to communicate throughout large facilities and campus complexes.

Notice was sent to four vendors, including three local companies and one within the First Opportunity Target Area (FOTA). Three responsive responsible quotes were received. In June 2008, Rental Communications, a FOTA company, was awarded the contract as it was determined to be the most responsible, responsive bidder.

Both the solicitation and the contract included language that the contract would be able to be amended for additional time after the initial contract period. The documents also stipulated that the contract amount, and any subsequent amended amounts, would be based on the unit prices included in the quote.

Currently the venues pay \$750 per month on average for these services. It is expected that costs will remain the same, provided that business needs do not require the purchase of a significant number more radios to be serviced.

The MERC Contracting and Purchasing Policy states that the Commission must approve any amendment that brings the total contract amount to more than 20% of its original amount. The original contract awarded was \$12,000. The contract was amended in December of 2009 for \$2,400 (20% of the original contract amount) bringing the total value of the contract to \$14,400.

Resolution 10-01 provides an amendment to Contract 1203 for services not to exceed \$50,000, allowing extension of these services for a possible three years.

Fiscal Impact: If the agreement is amended to the full extent permitted by the solicitation, the estimated total contract amount should not exceed \$50,000. Appropriation for two-way radio maintenance is included in the budget annually and funded from operating revenues.

Other Considerations: None

Recommendation: Staff recommends that the Commission approve Resolution 10-01 for the purpose of authorizing the amendment to Contract 1203 with Event Rental Communications.