

**METROPOLITAN EXPOSITION RECREATION COMMISSION**

**Resolution No. 16-18**

For the purpose of selecting Amano McGann for the Oregon Convention Center – Parking Access and Revenue Control System and delegating authority to the General Manager of Visitor Venues to enter into a contract with Amano McGann.

**WHEREAS**, the Parking Access and Revenue Control System at the Oregon Convention Center (“OCC”) has reached the end of its useful life and requires replacement; and

**WHEREAS**, OCC and cPMO staff developed comprehensive performance requirements for a new system and the contractor who would design, supply, install and service the new system; and

**WHEREAS**, Section 4(D) of the Metropolitan Exposition Recreation Commission’s “(MERC”) Contracting and Purchasing Rules allows procurement of goods or services of \$150,000 or more to be awarded through issuance of competitive sealed proposals, in accordance with the provisions of ORS 279B.060;

**WHEREAS**, MERC staff issued the formal Request for Proposal (RFP) 3078 – OCC Parking Management System on behalf of OCC; and

**WHEREAS**, staff received five responsive, responsible proposals before the RFP submittal deadline; and

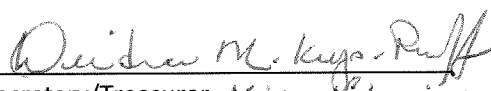
**WHEREAS**, MERC staff have evaluated the proposals, and selected Amano McGann as the most responsive and responsible proposer.

**BE IT THEREFORE RESOLVED** as follows:

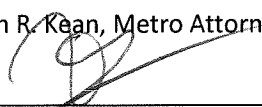
1. MERC selects Amano McGann as the most responsive and responsible proposer in response to the Request for Proposals for the Oregon Convention Center – Parking Management System;
2. MERC approves the contract with Amano McGann in a form approved by the Office of Metro Attorney and delegates authority to the General Manager of Visitor Venues to execute the contract on behalf of MERC.

Passed by the Commission on June 1, 2016.

  
Chair

  
Secretary/Treasurer Vice Chair

Approved As to Form:  
Alison R. Kean, Metro Attorney

By:   
Nathan A. S. Sykes  
Deputy Metro Attorney

## MERC Staff Report

**Agenda Item/Issue:** For the purpose of selecting Amano McGann for the Oregon Convention Center – Parking Access and Revenue Control System and delegating authority to the General Manager of Visitor Venues to enter into a contract with Amano McGann.

**Resolution No:** 16-18

**Date:** June 1, 2016

**Presented by:** Scott Cruickshank

**BACKGROUND:** OCC's current parking system equipment and software was installed during the expansion project in 2003. Industry standards placed the expected lifespan of this hardware equipment at approximately seven to ten years, meaning the system became due for an upgrade around 2013. In recent years, equipment failures have happened frequently, creating additional repair and part replacement costs. To make the problem worse, all equipment and software are proprietary to the current vendor and they do not provide local support.

OCC Staff created a list of performance requirements for a new system. Key performance indicators included the ability of contractor to provide local technical support for the system components, the ability to move customers through the payment and exit process quickly and efficiently, the ability of the new system to respond to entry and exit scenarios which are specific to OCC's events characteristics, and documented compliance with the most updated credit card security protocols.

In late January 2016, staff issued an RFP that received five proposals. Proposers offered a variety of solutions, including cloud and server-based systems. Staff worked with Metro IS to ensure network and payment security protocols were evaluated. Proposal reviewers generated an additional list of clarification questions and distributed them to the five proposers. Upon receipt of the answers, staff identified two of the proposers as having the most potential and invited them to interview. Amano McGann was found to be the most responsive and responsible proposer proposing a system that fully meets OCC's parking system needs.

Amano McGann has established a partnership with a local firm to oversee installation and provide ongoing support. They have demonstrated an understanding of the OCC's needs, provided suggestions for equipment and operations for service improvements and were the only respondent able to clearly describe how the old system would transition to the new without a disruption in service. They have demonstrated that the proposed system is in compliance with the most current credit card security standards.

None of the respondents were an MWESB firm. Amano McGann's installation partner, DGM, intends to use two subcontractors for electrical and communication wiring, one of which is a WBE.

The project includes design, software development, construction and installation. The form of agreement will provide for finalizing scope and price for each of these phases. Therefore, a "not to exceed" contract amount has been negotiated, and will be administered by a form of agreement that has been reviewed and approved by OMA.

**FISCAL IMPACT:** The FY 2015-16 Oregon Convention Center Capital Improvement Plan (CIP) includes a \$550,000 appropriation for the Parking Management System replacement project. Through this procurement effort, we have learned that \$550,000 is not adequate so the Finance Manager will present resolution 15-16 to carryover this entire budget amount and an additional \$450,000 of unspent budget from the MLK Plaza Project for a new project budget total of \$1,000,000 in FY 2016-17. This project will

not start in earnest until after July 1, 2016, when the budget is fully adopted by Council. This project will be funded 45% from TLT Pooled Capital and 55% from Renewal & Replacement.

**RECOMMENDATION:** Staff recommends that the Metropolitan Exposition-Recreation Commission, by Resolution No 16-18, approve the contract award and written contract in a form approved by the Office of Metro Attorney with Amano McGann, Inc., for an amount not to exceed \$981,780 for the Oregon Convention Center's "Parking Access and Revenue Control System" and authorize the General Manager of Visitor Venues to execute the contract.