

METROPOLITAN EXPOSITION-RECREATION COMMISSION

Resolution No. 07-13

For the Purpose of Approving the Selection Committee's recommendation of City Center Parking to provide parking lot labor and services for the Oregon Convention Center and Portland Metropolitan Exposition Center and; authorizing the General Manager to execute a Parking Lot Labor and Limited Operational Management Services Agreement between MERC and City Center Parking.

WHEREAS, the current agreement to provide parking lot labor and services to the Oregon Convention Center and Portland Metropolitan Exposition Center will expire June 30, 2007; and

WHEREAS, it is in the best interests of the Commission to contract for parking lot labor and services to its facilities; and

WHEREAS, the Commission issued a Request for Proposals to provide parking lot labor and services to be effective July 1, 2007; and

WHEREAS, a qualified Selection Committee, including an impartial non-Metro employee, was established to evaluate and score responses to the Request for Proposals; and

WHEREAS, the Selection Committee evaluated, scored and subsequently interviewed two finalists; and

WHEREAS, the Selection Committee, based upon the response to the Request for Proposals and the in-person interviews, unanimously recommends City Center Parking as the most qualified to provide parking lot labor and services to the Commission facilities;

BE IT THEREFORE RESOLVED AS FOLLOWS:

1. That the Commission approves the Selection Committee recommendation; and
2. Authorizes the General Manager to execute a Parking Lot Labor and Limited Operational Management Services Agreement between MERC and City Center Parking.

Passed by the Commission on May 23, 2007.

Approved as to Form:
Daniel B. Cooper, Metro Attorney

By: 
Nathan A. Schwartz Sykes
Senior Attorney


Chair-George Forbes


Secretary-Treasurer-Janice Marquis

MERC Staff Report

Agenda Item/Issue: Approving the Selection Committee's recommendation of City Center Parking to provide parking lot labor and services for the Oregon Convention Center and Portland Metropolitan Exposition Center and; authorizing the General Manager to execute a Parking Lot Labor and Limited Operational Management Services Agreement between MERC and City Center Parking.

Resolution No.: 07-13

Date: May 23, 2007

Presented By: Chris Bailey

Background and Analysis: In March 2002, the Commission authorized the General Manager to execute a Parking Lot Labor and Limited Operational Management Services Agreement to provide parking lot labor and services for the Oregon Convention Center and Portland Metropolitan Exposition Center. The subsequent agreement, including renewals, will expire June 30, 2007.

In February 2007, staff prepared, advertised and distributed a Request for Proposals to provide Parking Lot Labor and Limited Operational Management Services to seven companies. Responses to the Request for Proposal were then received from Ace Parking Management, City Center Parking and CM Group, LLC (Star Park, LLC).

In compliance with the Request for Proposals, a Selection Committee consisting of Steve Koester, Port of Portland Airport Parking Manager; Cinna'Mon Williams, Metro Procurement Services; Jeff Blosser, OCC Executive Director; Bruce Burnett, OCC Guest Services Manager; Chris Bailey, Expo Director and; Ken Barton, Expo Ticketing and Parking Services Manager evaluated and scored the responses. Based upon selection criteria scoring, the Committee determined that it would further benefit the selection process by interviewing City Center Parking and CM Group, LLC.

Interviews of the finalists were conducted and the Committee unanimously determined that City Center Parking best meets the needs of the Commission in providing parking lot labor and services to Commission facilities.

The Agreement term is for 3 years beginning July 1, 2007 with the Commission's option to renew for one 2 year term.

Fiscal Impact: Based upon anticipated hours, proposed rates and a minimum increase in rates at 2.5% per year, it is estimated that the three year agreement expense will approximate \$687,227. Sufficient funds for the first year of operation estimated at \$223,443 have been provided for in the FY 2007-08 Budget.

Recommendation: Staff recommends that the Metropolitan Exposition-Recreation Commission adopt Resolution 07-13 approving the Selection Committee's recommendation of City Center Parking to provide parking lot labor and services for the Oregon Convention Center and Portland Metropolitan Exposition Center and; authorize the General Manager to execute a Parking Lot Labor and Limited Operational Management Services Agreement between MERC and City Center Parking.