



**Contract and Award Letter
Purchase Resolution – Exhibit “A”**

TO: Board of Contracts and Awards
FROM: Adam Cook, Director, Tacoma Venues and Events
John McClees, Asst. Director Event Services, Tacoma Venues and Events
COPY: City Council, City Manager, City Clerk, EIC Coordinator, LEAP Coordinator, and
Sara Bird, Senior Buyer, Finance/Purchasing
SUBJECT: Tacoma Dome Parking Operations Increase and Extension
Request for Proposals Specification No. PF16-0327F, Contract No. CW2235121
– December 3, 2024, City Council
DATE: October 28, 2024

RECOMMENDATION SUMMARY: Tacoma Venues and Events (TVE) requests approval to increase and extend contract CW2235121, to Republic Parking Northwest, LLC dba Reef Parking (Republic Parking Northwest), Tacoma, WA, by \$256,000, budgeted from the Dome fund 4180, with an extension from October 31, 2024, to June 30, 2025, for provisions of professional parking services for Tacoma Dome (Dome). This increase will bring the contract to a cumulative total of \$1, 873,360, plus applicable taxes.

STRATEGIC POLICY PRIORITY:

- Foster a vibrant and diverse economy with good jobs for all Tacoma residents.
- Cultivate a vibrant cultural sector that fosters a creative, cohesive community.

Republic Parking Northwest provides all parking operations for the Tacoma Dome. This work is integral to the Dome’s customer service delivery and financial success. As a key source of revenue, operations must be fiscally sound, sustainable, and customer centric in support of creating a vibrant cultural sector in the community.

BACKGROUND: In order to attain optimal revenue and service goals, TVE requires an industry specific and expert contractor with proven experience in parking operations. Following a Request for Proposals (RFP), TVE entered into contract with Republic Parking Northwest for provisions of professional parking services for the Tacoma Dome. With the Tacoma Dome still establishing a new post-pandemic baseline with increased market competition, continuity of services is critical to ensuring service and revenue success. Retention of Republic Parking Northwest for the additional term will enable TVE to stabilize normal business operations at the Tacoma Dome before reviewing all service providers.

ISSUE: The existing contract is set to expire at the end of October 2024 and needs to be extended and increased to continue providing the contracted services. TVE issued RFP PF24-0089F and is in the evaluation process to determine the next contract for this work. This extension will allow time and funds to accomplish that process.

ALTERNATIVES: There are no good alternatives. If the contract is not extended and increased while the new contract award is finalized, it would cause extreme disruption to the parking services at the Dome.



COMPETITIVE SOLICITATION: Request for Proposals Specification No. PF16-0327F was opened August 9, 2016. Five companies were invited to bid in addition to normal advertising of the project. Two submittals were received. Republic Parking Northwest achieved the highest total score. The table below lists the respondents along with their final scores.

<u>Respondent</u> (RFP)	<u>Location</u> <i>(city and state)</i>	<u>Score</u>
Republic Parking Northwest, LLC Propark America	Tacoma, WA San Francisco, CA	454 376.5

CONTRACT HISTORY: This contract was originally awarded to Republic Parking Northwest as a result of RFP Specification No. PF16-0327F in November of 2016. The original contract term was four years with one two-year option with a not to exceed (NTE) contract value of \$1,007,360.

Amendment No. 1, dated March 13, 2020, extended the contract termination date to December 31, 2022, and increased the total compensation authorized under the Contract by \$200,000 for a new not to exceed amount of \$1,207,360.

Amendment No. 2, dated August 30, 2021, contract was amended for the purposes of clarifying the requirements for Republic Parking Northwest compliance with the most current version of the Payment Card Industry Data Security Standard (PCIDSS).

Amendment No. 3, dated December 23, 2022, extended the term of the contract termination date to June 30, 2024, and increased the compensation authorized under the contract by \$200,000 for a new NTE amount of \$1,407,360, and to attach Republic Parking Northwest’s original RFP response as an Exhibit B.

Amendment No. 4, dated June 21, 2024, extended the term of the contract termination date to October 31, 2024, and increased the compensation under the contract by \$210,000 from \$1,407,360 for a new NTE amount of \$1,617,360.

SUSTAINABILITY: Five percent of final scoring was reserved for sustainability considerations.

EQUITY IN CONTRACTING (EIC) COMPLIANCE: Not applicable - Service contract - EIC Regulations are not yet established

LOCAL EMPLOYMENT AND APPRENTICESHIP TRAINING PROGRAM (LEAP) COMPLIANCE: Not applicable to this contract.



FISCAL IMPACT:

EXPENDITURES:

FUND NUMBER & FUND NAME *	COST OBJECT (CC/WBS/ORDER)	COST ELEMENT	TOTAL AMOUNT
4180 – DOME	818300	5330100	\$256,000
TOTAL			Up to \$256,000

REVENUES:

FUNDING SOURCE	COST OBJECT (CC/WBS/ORDER)	COST ELEMENT	TOTAL AMOUNT
4180 – DOME	818300	5330100	(\$256,000)
TOTAL			Up to (\$256,000)

FISCAL IMPACT TO CURRENT BIENNIAL BUDGET: \$ 64,000

ARE THE EXPENDITURES AND REVENUES PLANNED AND BUDGETED? Yes

IF EXPENSE IS NOT BUDGETED, PLEASE EXPLAIN HOW THEY ARE TO BE COVERED. NA