



City of Tacoma

Resolution No.: \_\_\_\_\_

Meeting Date: \_\_\_\_\_

**Contract and Award Letter  
Purchase Resolution —Exhibit "A"**

**TO:** Board of Contracts and Awards  
**FROM:** Adam Cook, Director, Tacoma Venues & Events  
 John McClees, Asst. Director Event Services, Tacoma Venues & Events  
**COPY:** City Council, City Manager, City Clerk, EIC Coordinator, LEAP Coordinator, and  
 Tad Carlson, Finance/Purchasing  
**SUBJECT:** Tacoma Dome Parking Operations Increase and Extension  
 Request for Proposal (RFP) Specification No. PF16-0327F, Contract No.  
 CW2245414 – June 13, 2023  
**DATE:** May 15, 2023

**RECOMMENDATION SUMMARY:**

Tacoma Venues & Events (TVE) requests approval to extend and correspondingly increase, contract CW2245414 to Republic Parking Northwest dba Reef Parking, Tacoma, WA, by \$200,000, plus applicable taxes, budgeted from fund 4180, for provisions of professional parking services for Tacoma Dome. The extension from December 31, 2022 to June 30, 2024 and corresponding increase will bring the contract to a cumulative total of \$1,407,360 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 dba Reef Parking 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, 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 expired and needs to be extended and increased to continue providing the contracted services.

ALTERNATIVES: The services could be resolicited but attempting to recruit a new provider at this time is likely to result in less favorable financial terms to the City based on current market conditions.

**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.

Respondent	Location ( <i>city and state</i> )	Score
<b>Republic Parking NW, Inc.</b>	<b>Tacoma, WA</b>	<b>454</b>
Propark America	San Francisco, CA	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 contract value of \$1,007,360.

Effective March 13, 2020, contract was amended to extend the contract termination date to December 31, 2022 and increase the total compensation to \$1,207,360.

Effective August 30, 2021, contract was amended for the purposes of clarifying the requirements for Contractor’s compliance with the most current version of the Payment Card Industry Data Security Standard (PCIDSS)

Amendment No.3, dated December 23, 2022, seeks to extend the term of the contract through, June 30, 2024, to increase the compensation authorized under the contract by \$200,000 for a new not to exceed amount of \$1,407,360, and to attach Republic Parking Northwest’s original RFP response as an Exhibit B.

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

EQUITY IN CONTRACTING (EIC) COMPLIANCE: Not Applicable.

LOCAL EMPLOYMENT AND APPRENTICESHIP TRAINING PROGRAM (LEAP) COMPLIANCE: Not Applicable.

**FISCAL IMPACT:**

**EXPENDITURES:**

FUND NUMBER & FUND NAME *	COST OBJECT (CC/WBS/ORDER)	COST ELEMENT	TOTAL AMOUNT
4180 – DOME	818300	5330100	\$200,000
<b>TOTAL</b>			<b>Up to \$200,000</b>

**REVENUES:**

FUNDING SOURCE	COST OBJECT (CC/WBS/ORDER)	COST ELEMENT	TOTAL AMOUNT
4180 – DOME	818300	5330100	\$200,000
<b>TOTAL</b>			<b>Up to \$200,000</b>



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**FISCAL IMPACT TO CURRENT BIENNIAL BUDGET: \$ 200,000**

**ARE THE EXPENDITURES AND REVENUES PLANNED AND BUDGETED? Yes**

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