

Department of Port Control

Ord. No.: 310-2021

Finance & Procurement

EXECUTIVE SUMMARY

The Department of Port Control is requesting authority to employ one or more professional consultants to enter into one or more management agreements to provide maintenance, operation and management services for City-owned parking lots located within North Coast Harbor, for a period of five years, with one option to renew for an additional five-year period, which shall require additional legislative authority.

Background/Purpose:

The Department currently has three parking lots located in North Coast Harbor, including 2000 spaces on the docks north of FirstEnergy Stadium, 135 spaces on the East 9th Street Pier, and 114 spaces on the south corner of North Marginal Road. These properties are presently managed by SP Plus Corporation, generating on average \$730 000 annually the three years preceding the global pandemic. The Department uses the funds generated by the lots for event programming, property management, design/engineering studies, and capital repairs involving the downtown lakefront.

SP Plus Corporation's contract to manage the lots will expire on January 31, 2022. The requested legislation is necessary to enter into one or more new contracts to supplement staffing to provide parking management services for five years, with one five-year option to renew, which will require additional legislative authority.

Scope of Work:

The selected firm will be asked to meet the following general contractual objectives:

- Have responsibility for the day-to-day management of North Coast Harbor's parking properties;
- Meet the public's demand for parking by providing an efficient and professional operation;
- Ensure compliance with all local, state and federal rules and regulations along with the directives of the Department and other governmental agencies;
- Provide personnel, insurance, permits and licenses, and all other labor, vehicles and material necessary to manage and maintain the lots in good working order; and
- Have the financial resources to pay all monthly operating expenses prior to having associated expenses reimbursed by the Department.

Justification/Urgency:

The proposed contract is needed for the following reasons:

- The current agreement is set to expire on January 31, 2022;
- Solicitation, of prospective firms, will be by way of a Request for Proposal;
- Management services are necessary to supplement the staff of the Harbors Division;
- The contract will ensure the parking assets in one of the City’s premier tourist destinations are appropriately managed, secured, and maintained.; and
- Net revenues generated by the managed lots will be utilized to maintain, market and upgrade North Coast Harbor’s public spaces.

Cost Associated with Contract:

The management fee and all approved expenses, will be based on a proposed annual budget supplied by the Proposer. Historically, the lots revenues have far exceeded expenses.

Schedule or Term of Contract:

Five (5) years with one (1) five-year option to renew, which would require additional legislative authority.

Current Vendor/ Contract:

Vendor Name	Address	Contract Number
SP Plus Corporation, Inc.	1301 E. 9 th . St. Cleveland, Ohio 44114	CT 3001 NF 2012-023

Participation:

All qualified firms will be expected to meet an established OEO participation goal.