

Department of Port Control

Ordinance No.: 1368-18

Division of Harbors

EXECUTIVE SUMMARY

The Department of Port Control is requesting authority to exercise the second option to renew Contract No. 3002 PS 2017*049 with Downtown Cleveland Alliance to provide professional services needed to implement the Common Area Maintenance Agreement at North Coast Harbor.

Background/Purpose:

Ordinance No. 1033-16, passed on November 14, 2016, authorized the Department to employ one more professional consultants to operate, maintain and manage city owned properties at the North Coast Harbor and to fulfill City obligations under the Common Area Maintenance Agreement with the stakeholders of North Coast Harbor. On February 16, 2017, the Department entered into a professional service contract with Downtown Cleveland Alliance. The term was set at one year with three (3) one-year options to renew, the second of which requires additional legislative authority.

The Department is desirous of exercising the second of the three (3) one-year options.

Scope of Work:

The scope of work for this contract is to supplement the regularly employed staff of the several departments of the City, to provide the professional services necessary to uphold the Common Area Maintenance Agreement by performing property maintenance, management and event planning services at the North Coast Harbor for the Department of Port Control.

Justification/Urgency:

The current contract for these services will expire on February 15, 2019.

Anticipated Cost: N/A

Schedule or Term of Contract: Requesting authority to execute the second of the three (3) one-year options for renewal, which requires additional legislative authority.

CSB/MBE/FBE: Downtown Cleveland Alliance has a CSB participation percentage of 21.40%, which exceeds the goal of 10.00%, set by the Office of Equal Opportunity.

Current Vendors/Contracts:

Name	Expiration	Contract No.
Downtown Cleveland Alliance	2-15-2021	PS 2017-049

Total number of employees – 18

Number of employees that are minorities – 1

Number that are women – 11

Number that are City of Cleveland Residents -4