

PROSPER PORTLAND

Portland, Oregon

RESOLUTION NO. 7445

**AUTHORIZING AN AMENDMENT TO A PERSONAL SERVICES CONTRACT
WITH INCOME PROPERTY MANAGEMENT CO.**

WHEREAS, on May 2, 2019, Prosper Portland issued Request for Proposals #18-15 for Master Property Management Services, seeking proposals from qualified firms to provide professional property management services for certain Prosper Portland owned real property;

WHEREAS, on March 24, 2020, Prosper Portland entered into a Personal Services Contract with Income Property Management Co. ("IPM") for the management of the Prosper Portland owned Nelson Building and 10th & Yamhill properties, which has improved Prosper Portland's internal operational efficiency through the consolidation of internal processes, while also creating consistency across Prosper Portland's commercial property portfolio;

WHEREAS, on May 18, 2021, and November 24, 2021, Prosper Portland amended the contract with IPM to adjust the management fee for 10th & Yamhill property as the result of increased management responsibilities, as well as to add The Nick Fish and Alberta Commons properties to the scope of IPM managed properties;

WHEREAS, it is Prosper Portland's interest to amend the IPM contract again, to add an additional 15 properties to the scope of IPM managed properties and to assign rights to IPM related to the management of multiple service contracts with vendors servicing those properties; and

WHEREAS, it is Prosper Portland's interest to have the flexibility to add or remove property from the scope of IPM managed properties during the term of the contract with a maximum potential encumbrance of \$600,000 through December 31, 2024.

NOW, THEREFORE, BE IT RESOLVED, that the Prosper Portland Board of Commissioners hereby authorizes the Executive Director to execute an amendment to the existing Personal Services Contract No. 219024 with IPM attached hereto as Exhibit A, to increase the number of properties included within the scope of services under the contract and to assign management rights for certain service contracts for such properties;

BE IT FURTHER RESOLVED, that the Executive Director is further authorized to execute all documents as may be necessary to complete this transaction;

BE IT FURTHER RESOLVED, that the Executive Director is authorized to execute all documents as may be necessary to assign the management of service contracts to IPM;

BE IT FURTHER RESOLVED, that the Executive Director is delegated authority to approve future changes to Personal Services Contract No. 219024, provided such changes do not result in a total

contract encumbrance in excess of \$600,000 or materially increase Prosper Portland's obligations and risks, as determined by the Executive Director in consultation with Prosper Portland's General Counsel;

BE IT FURTHER RESOLVED, that the Executive Director may amend the Management Contract;
and

BE IT FURTHER RESOLVED, that this resolution shall become effective immediately upon its adoption.

Adopted by the Prosper Portland Commission on February 9, 2022



Pam Feigenbutz, Recording Secretary

**AMENDMENT NUMBER 3 TO
PERSONAL SERVICES CONTRACT #219024**

Personal Services Contract #219024, dated March 24, 2020, as amended by Amendment Number 1 dated May 18, 2021, and Amendment Number 2 dated November 24, 2021 (together, the “Contract”), between **PROSPER PORTLAND**, the redevelopment and urban renewal agency of the City of Portland, Oregon, and **INCOME PROPERTY MANAGEMENT CO.** (“Operator”) is hereby amended by this Amendment Number 3 (this “Amendment”).

This Amendment modifies the Contract as follows:

1. Operator agrees to manage additional properties on Prosper Portland’s behalf. Such properties are itemized in the attached “Attachment 1” to the Contract.
2. Operator agrees to take assignment of certain service agreements to support Operator’s expanded scope of duties under this contract. Such agreements are itemized in the attached “Attachment 2” to the Contract.

Except as expressly modified by this Amendment, all other terms and conditions of the Contract remain in full force and effect. By the signature of their authorized representatives, the parties have executed this Amendment as of March 1, 2022.

INCOME PROPERTY MANAGEMENT CO.

Approved by: _____

Authorized Signature

Printed name and title: _____

PROSPER PORTLAND

Approved as to form: _____

Prosper Portland Legal Counsel

Approved by: _____

Kimberly Branam, Executive Director

Master Property Management Services

The following Properties are managed by Operator under this Contract:

Exhibit	Property Name	Date Added or Last Revised
C	Nelson Building	March 24, 2020
D	10 th & Yamhill (ground floor retail)	May 1, 2021
E	The Nick Fish (formerly known as “Halsey 106”)	May 1, 2021
F	Alberta Commons	December 1, 2021
G	4 th and Burnside	March 1, 2022
H	92H	March 1, 2022
I	910 Building	March 1, 2022
J	AIP Building	March 1, 2022
K	Albina Triangle	March 1, 2022
L	Cascade Station D	March 1, 2022
M	Cascade Station E	March 1, 2022
N	Cascade Station G	March 1, 2022
O	Centennial Mills	March 1, 2022
P	Dagel Triangle	March 1, 2022
Q	MLK Parking Lot	March 1, 2022
R	Old Fire Station	March 1, 2022
S	RD Small Lots	March 1, 2022
T	SWF Lot 4	March 1, 2022
U	Tate Lot	March 1, 2022

**EXHIBIT G to the PERSONAL SERVICES CONTRACT for
Master Property Management Services**

Property Name:	4 th & Burnside
Address:	410 NW 4 th Avenue
General Description:	Fenced gravel lot
Lot Size:	7,762 sq ft
Tenancy Status:	None
Monthly Management Fee	\$750 / month

Property Information

4th & Burnside is a fenced gravel lot on the corner of Burnside and NW 4th Avenue in Old Town Chinatown. Short-term interim uses, like community events, are allowed on the property. This property is high-risk for excess garbage and is a visual gateway to Old Town.

Maintenance Requirements for this Property

Operator will maintain the Property in a clean and safe condition. Maintenance requirements for the Properties include, but are not limited to, the following:

- 1) Garbage pickup
- 2) Landscaping
- 3) Graffiti removal
- 4) Pest control
- 5) Security Patrol or on-site security
- 6) Minor repairs
- 7) Utility services

All maintenance services provided by Operator will be subject to Prosper Portland review, inspection, and verification of any and all activities and reporting requirements at any time without notice.

Operator shall not be responsible for major capital or structural repairs or replacements, other than such repairs or replacements that are attributable to actions or inactions of the Operator. Operator shall not have or assume the role of general contractor on behalf of Prosper Portland unless mutually agreed upon by the parties.

Service Contracts / Contacts

Maintenance: Ruffin Construction Patrick Shaw (503) 774-8090 ruffinconst@aol.com Inspection Frequency: 3/week Billing Cycle: Monthly	Landscape: Teufel Nursery Inc. Selena Cagel (503) 535-9833 selenac@teufel.com Inspection Frequency: 1/mo Billing Cycle: Monthly	Security: Harbor Security, Inc. Allen Zaugg (503) 496-4236 harborsec@yahoo.com Inspection Frequency: 3/day Billing Cycle: Monthly
Fencing: West Meyer Fence Lance West (503) 978-1830 westmeyerfence@aol.com Inspection Frequency: Billing Cycle: As needed	Pest Control: Sprague Pest Solutions Marcus Munoz (503) 849-7476 mmunoz@spraguepest.com Inspection Frequency: 1/mo Billing Cycle: Monthly	Graffiti: Portland Graffiti Removal, LLC Robert Barrie (971) 678-5249 Robert@GraffitiRemovalPortland.com Inspection Frequency: 1/mo Billing Cycle: Monthly

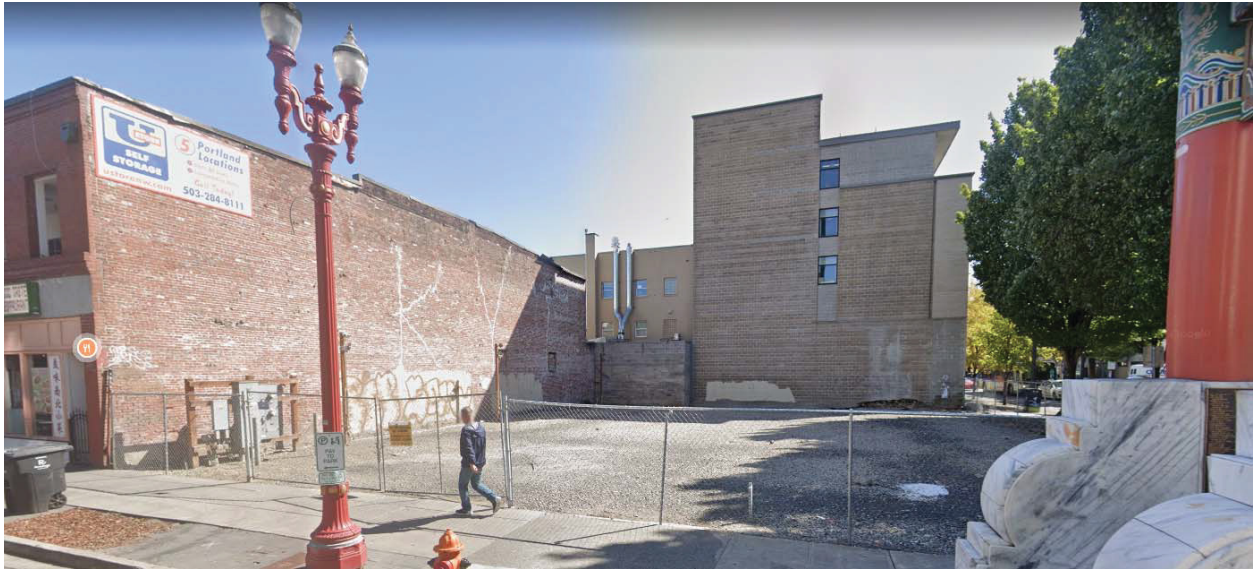
Utilities / Account Numbers

	Billing Cycle/Date	Property Address	Account Number
Water/Sewer COP Water Bureau	Quarterly	4 NW 4th Ave	297-971-840-0
		10 NW 4th Ave	293-690-780-0
Stormwater			N/A
Electric			N/A
Gas			N/A

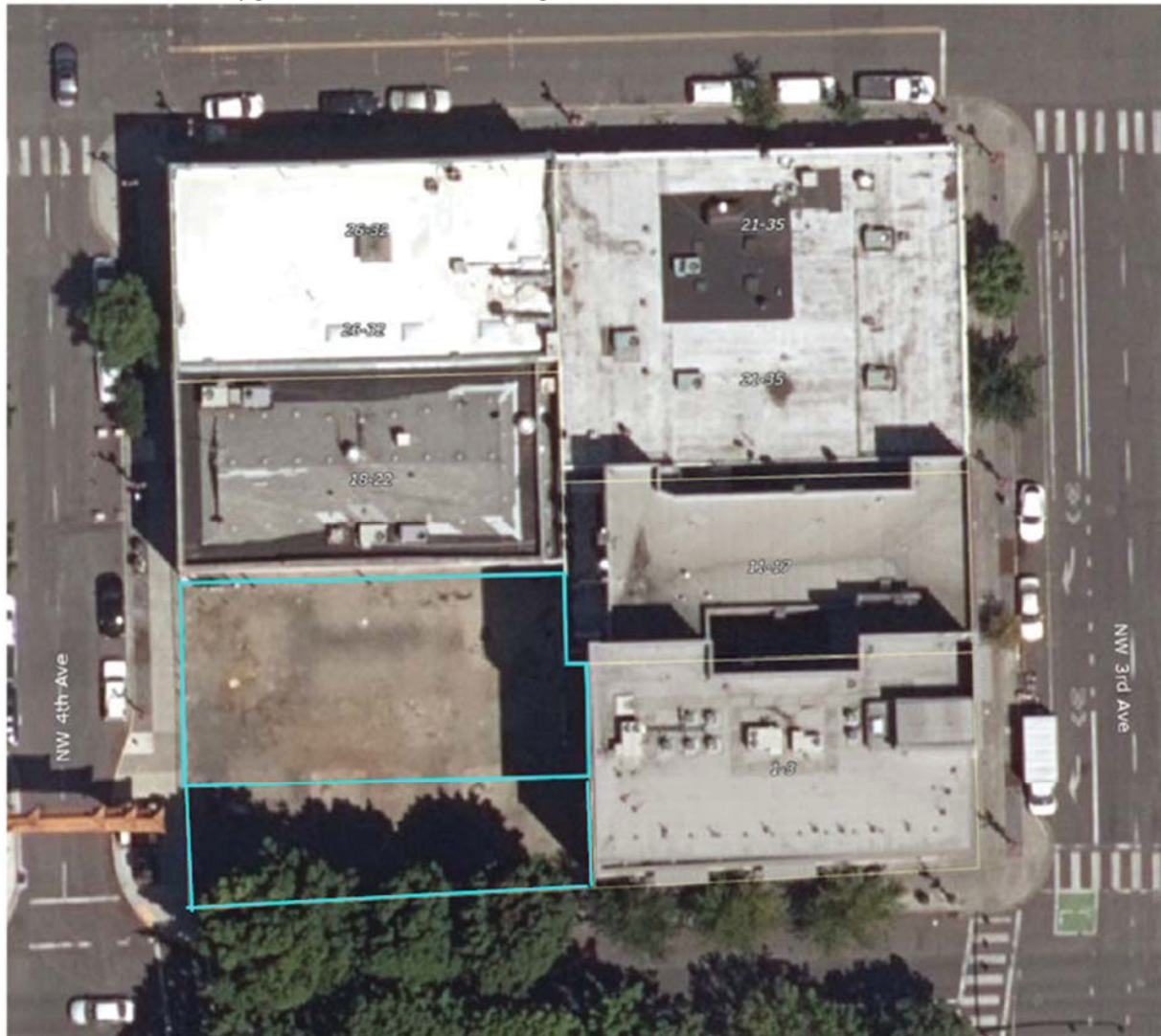
Tenant(s)

N/A

Photo / Aerial



** (Fence has been upgraded to a black iron in-ground fence) **



**EXHIBIT H to the PERSONAL SERVICES CONTRACT for
Master Property Management Services**

Property Name:	92H / Lents Little League
Address:	9330 SE Harold
General Description:	Grass field
Lot Size:	2.7 acres
Tenancy Status:	None
Monthly Management Fee	\$500 / month

Property Information

The 92H property, also known as the Former Lents Little League Field, is a large grass field located in the heart of the Lents Town Center. The property has frequent graffiti on the east side retaining wall.

Maintenance Requirements for this Property

Operator will maintain the Property in a clean and safe condition. Maintenance requirements for the Properties include, but are not limited to, the following:

- 1) Garbage pickup
- 2) Landscaping
- 3) Graffiti removal
- 4) Security Patrol or on-site security
- 5) Minor repairs
- 6) Utility services

All maintenance services provided by Operator will be subject to Prosper Portland review, inspection, and verification of any and all activities and reporting requirements at any time without notice.

Operator shall not be responsible for major capital or structural repairs or replacements, other than such repairs or replacements that are attributable to actions or inactions of the Operator. Operator shall not have or assume the role of general contractor on behalf of Prosper Portland unless mutually agreed upon by the parties.

Service Contracts / Contacts

Maintenance: Vince Building Maintenance Vince Oniah (503) 928-2899 voniah@vincebuilding.com Inspection Frequency: 2-3/mo Billing Cycle: Monthly	Landscape: Vince Building Maintenance Vince Oniah (503) 928-2899 voniah@vincebuilding.com Inspection Frequency: 2/mo Billing Cycle: Monthly	Security: Harbor Security, Inc. Allen Zaugg (503) 496-4236 harborsec@yahoo.com Inspection Frequency: 3/day Billing Cycle: Monthly
Fencing: N/A	Pest Control: N/A	Graffiti: Vince Building Maintenance Vince Oniah (503) 928-2899 voniah@vincebuilding.com Inspection Frequency: 2-3/mo Billing Cycle: Monthly

Utilities / Account Numbers

	Billing Cycle/Date	Property Address	Account Number
Water/Irrigation COP Water Bureau	Monthly	9330 SE Harold	299-203-860-0
Sewer/Stormwater			N/A
Electric			N/A
Gas			N/A

Tenant(s)

N/A

Photo / Aerial





**EXHIBIT I to the PERSONAL SERVICES CONTRACT for
Master Property Management Services**

Property Name:	910 Building
Address:	910 NE MLK Jr Blvd
General Description:	Vacant uninhabitable building
Building Size:	14,800 sq ft
Tenancy Status:	None
Monthly Management Fee	\$500 / month

Property Information

The 910 Building, also known as the Action Sports Building, is a vacant building between NE MLK Jr Boulevard and NE Grand Avenue. The 910 Building has been characterized as an uninhabitable building meaning it cannot be tenanted and if there were a fire, the fire department would not enter but would control from the exterior. There are two small parking lots associated with this property, one on NE Pacific and one on NE Grand Avenue. Both of these lots are used by the adjacent Inn at the Convention Center for guest parking. Parking revenue is collected by the hotel, which we also own. The west and south sides of the building are prone to graffiti tagging.

Maintenance Requirements for this Property

Operator will maintain the Property in a clean and safe condition. Maintenance requirements for the Properties include, but are not limited to, the following:

- 1) Garbage pickup
- 2) Graffiti removal
- 3) Security Patrol or on-site security
- 4) Minor repairs
- 5) Utility services

All maintenance services provided by Operator will be subject to Prosper Portland review, inspection, and verification of any and all activities and reporting requirements at any time without notice.

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Service Contracts / Contacts

Maintenance: Ruffin Construction Patrick Shaw (503) 774-8090 ruffinconst@aol.com Inspection Frequency: 1/week Billing Cycle: Monthly	Landscape: N/A	Security: Harbor Security, Inc. Allen Zaugg (503) 496-4236 harborsec@yahoo.com Inspection Frequency: 3/day Billing Cycle: Monthly
Fencing: N/A	Pest Control: N/A	Graffiti: Ruffin Construction Patrick Shaw (503) 774-8090 ruffinconst@aol.com Inspection Frequency: 1/week Billing Cycle: Monthly

Utilities / Account Numbers

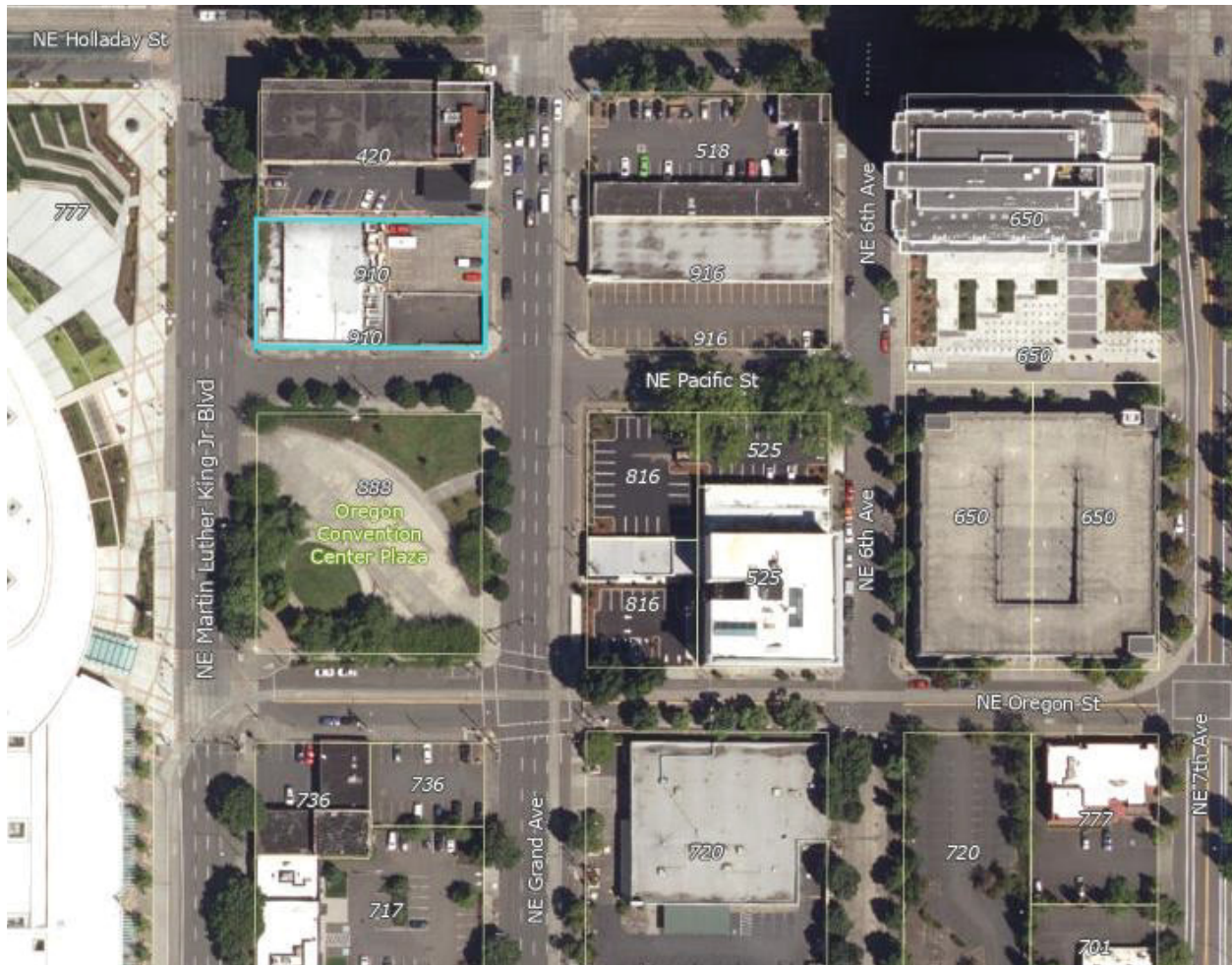
	Billing Cycle/Date	Property Address	Account Number
Water/Sewer/Stormwater COP Water Bureau	Quarterly	910 NE MLK Jr Blvd	298-156-530-0
Electric Pacific Power	Monthly	910 NE MLK Jr Blvd	23461930-006 9
Gas			N/A

Tenant(s)

N/A

Photo / Aerial





**EXHIBIT J to the PERSONAL SERVICES CONTRACT for
Master Property Management Services**

Property Name:	AIP Building
Address:	9231/9311 SE Foster Road
General Description:	Warehouse building and lot
Building Size:	6,000 sq ft
Tenancy Status:	Leased
Monthly Management Fee	\$750 / month

Property Information

The AIP Building is a warehouse storage building with an adjacent grass lot located on Foster Road in the heart of the Lents Town Center. There is a small parking lot at the front where contractors can park and is sometimes used by people waiting for the bus which stops directly in front of the building. This property is high-risk for excess garbage especially in the parking lot and at the front of the building.

Maintenance Requirements for this Property

Operator will maintain the Property in a clean and safe condition. Maintenance requirements for the Properties include, but are not limited to, the following:

- 1) Garbage pickup
- 2) Landscaping
- 3) Graffiti removal
- 4) Security Patrol or on-site security
- 5) Minor repairs
- 6) Utility services

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Service Contracts / Contacts

Maintenance: Ruffin Construction Patrick Shaw (503) 774-8090 ruffinconst@aol.com Inspection Frequency: 1/week Billing Cycle: Monthly	Landscape: Vince Building Maintenance Vince Oniah (503) 928-2899 voniah@vincebuilding.com Inspection Frequency: 2/mo Billing Cycle: Monthly	Security: Harbor Security, Inc. Allen Zaugg (503) 496-4236 harborsec@yahoo.com Inspection Frequency: 3/day Billing Cycle: Monthly
Fencing: West Meyer Fence Lance West (503) 978-1830 westmeyerfence@aol.com Inspection Frequency: Billing Cycle: As needed	Pest Control: N/A	Graffiti: Ruffin Construction Patrick Shaw (503) 774-8090 ruffinconst@aol.com Inspection Frequency: 1/week Billing Cycle: Monthly

Utilities / Account Numbers

	<i>Billing Cycle/Date</i>	<i>Property Address</i>	<i>Account Number</i>
Water/Sewer/Stormwater COP Water Bureau	Quarterly	9231 SE Foster	296-800-060-0
		9311 SE Foster	296-747-070-0
Electric Portland General Electric	Monthly	9231 SE Foster	6960990000
Gas NW Natural Gas	Monthly	9231 SE Foster	1627029-0

Tenant(s)

Buck's Stove Palace currently uses the interior of the building to store antique stoves and fireplaces. The use agreement is currently month-to-month but is expected to be extended thru June 2022. Buck's Stove Palace currently pays \$300/month in rent which will be transferred over to IPM. Tenant contact information will be shared at time of transfer.

Photo / Aerial





**EXHIBIT K to the PERSONAL SERVICES CONTRACT for
Master Property Management Services**

Property Name:	Albina Triangle
Address:	4500 N Albina
General Description:	Neighborhood Park
Lot Size:	2500 sq ft
Tenancy Status:	None
Monthly Management Fee	\$500 / month

Property Information

The Albina Triangle is a neighborhood park in the Boise Neighborhood, located on N Albina Avenue. We are in the process of negotiating with Portland Parks and Recreation to take the property.

Maintenance Requirements for this Property

Operator will maintain the Property in a clean and safe condition. Maintenance requirements for the Properties include, but are not limited to, the following:

- 1) Garbage pickup
- 2) Landscaping
- 3) Minor repairs
- 4) Utility services

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Service Contracts / Contacts

Maintenance: Vince Building Maintenance Vince Oniah (503) 928-2899 voniah@vincebuilding.com Inspection Frequency: 1/week Billing Cycle: Monthly	Landscape: Vince Building Maintenance Vince Oniah (503) 928-2899 voniah@vincebuilding.com Bioswales are maintained by the City of Portland, Bureau of Environmental Services Inspection Frequency: 1/week Billing Cycle: Monthly	Security: N/A
Fencing: N/A	Pest Control: N/A	Graffiti: N/A

Utilities / Account Numbers

	Billing Cycle/Date	Property Address	Account Number
Water/Irrigation COP Water Bureau	Quarterly	4500 N Albina	297-466-920-0
Sewer/Stormwater			N/A
Electric			N/A
Gas			N/A

Tenant(s)

N/A

Photo / Aerial





**EXHIBIT L to the PERSONAL SERVICES CONTRACT for
Master Property Management Services**

Property Name:	Cascade Station Parcel D
Address:	6698 NE Mt St Helens Ave
General Description:	Vacant land
Lot Size:	5.91 acres
Tenancy Status:	None
Monthly Management Fee	\$500 / month

Property Information

Cascade Station Parcel D is a large piece of land in the Cascade Station Shopping Center near the Portland Airport. Issues on this property range from dumped garbage to abandoned vehicles but is minimal.

Maintenance Requirements for this Property

Operator will maintain the Property in a clean and safe condition. Maintenance requirements for the Properties include, but are not limited to, the following:

- 1) Garbage pickup
- 2) Landscaping
- 3) Security Patrol or on-site security
- 4) Minor repairs

All maintenance services provided by Operator will be subject to Prosper Portland review, inspection, and verification of any and all activities and reporting requirements at any time without notice.

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Service Contracts / Contacts

Maintenance: Ruffin Construction Patrick Shaw (503) 774-8090 ruffinconst@aol.com Inspection Frequency: 1/week Billing Cycle: Monthly	Landscape: Teufel Nursery Inc. Selena Cagel (503) 535-9833 selenac@teufel.com Inspection Frequency: 1/mo Billing Cycle: Monthly	Security: Harbor Security, Inc. Allen Zaugg (503) 496-4236 harborsec@yahoo.com Inspection Frequency: 3/day Billing Cycle: Monthly
Fencing: N/A	Pest Control: N/A	Graffiti: N/A

Utilities / Account Numbers

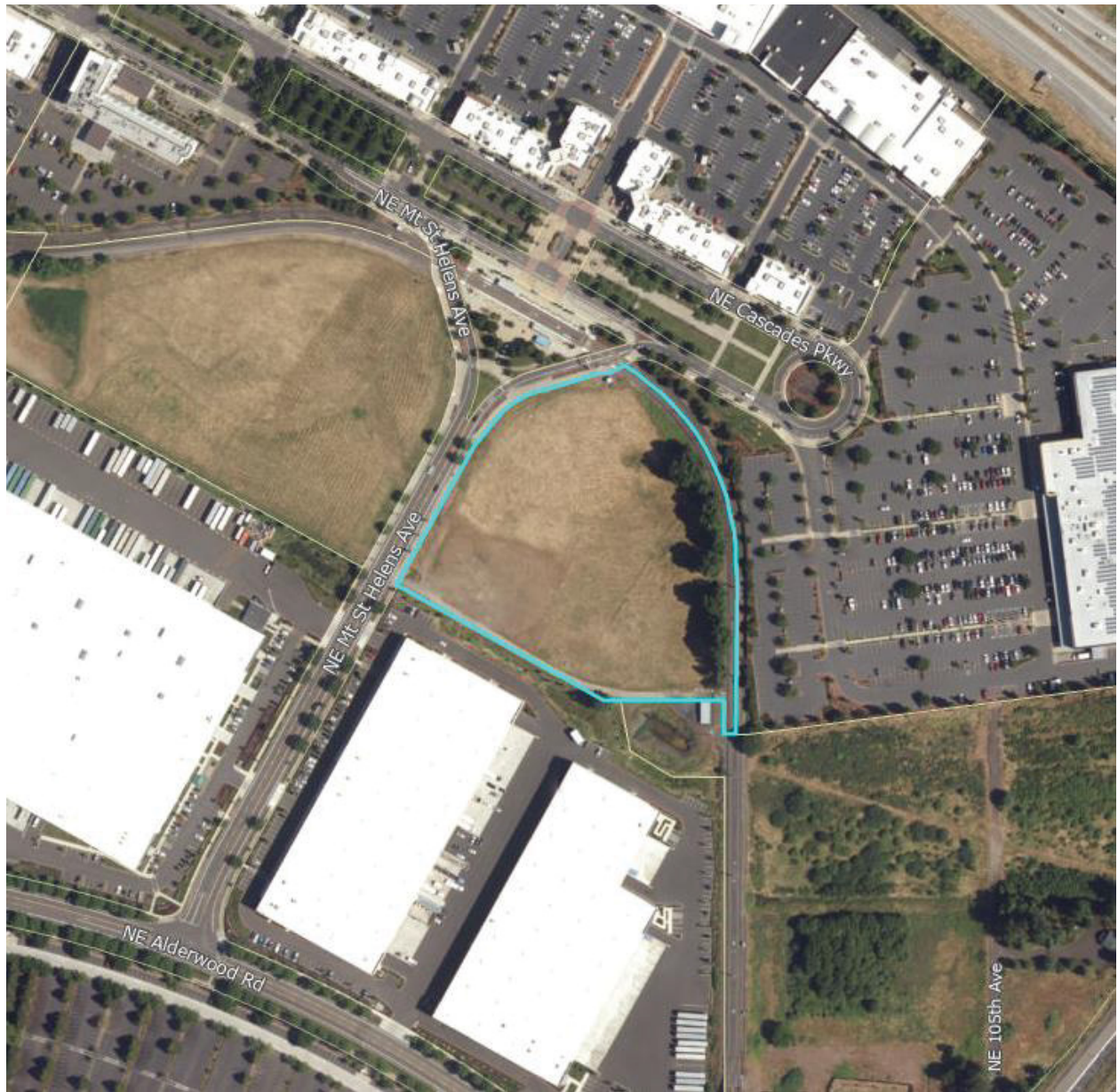
	Billing Cycle/Date	Property Address	Account Number
Water/Sewer			N/A
Stormwater			N/A
Electric			N/A
Gas			N/A

Tenant(s)

Trammel Crow currently has an option agreement thru December 2022 and may occasionally do some due diligence activities on site. They currently pay monthly option fees which will continue to be paid to Prosper Portland.

Photo / Aerial





**EXHIBIT M to the PERSONAL SERVICES CONTRACT for
Master Property Management Services**

Property Name:	Cascade Station Parcel E
Address:	SWC NE Cascades Pkwy/Mt St Helens Ave
General Description:	Vacant land
Lot Size:	7.80 acres
Tenancy Status:	None
Monthly Management Fee	\$500 / month

Property Information

Cascade Station Parcel E is a large piece of land in the Cascade Station Shopping Center near the Portland Airport. Issues on this property range from dumped garbage to abandoned vehicles but is minimal.

Maintenance Requirements for this Property

Operator will maintain the Property in a clean and safe condition. Maintenance requirements for the Properties include, but are not limited to, the following:

- 1) Garbage pickup
- 2) Landscaping
- 3) Security Patrol or on-site security
- 4) Minor repairs

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Service Contracts / Contacts

Maintenance: Ruffin Construction Patrick Shaw (503) 774-8090 ruffinconst@aol.com Inspection Frequency: 1/week Billing Cycle: Monthly	Landscape: Teufel Nursery Inc. Selena Cagel (503) 535-9833 selenac@teufel.com Inspection Frequency: 1/mo Billing Cycle: Monthly	Security: Harbor Security, Inc. Allen Zaugg (503) 496-4236 harborsec@yahoo.com Inspection Frequency: 3/day Billing Cycle: Monthly
Fencing: N/A	Pest Control: N/A	Graffiti: N/A

Utilities / Account Numbers

	Billing Cycle/Date	Property Address	Account Number
Water/Sewer			N/A
Stormwater			N/A
Electric			N/A
Gas			N/A

Tenant(s)

Trammel Crow currently has an option agreement thru December 2022 and may occasionally do some due diligence activities on site. They currently pay us a monthly option fees which will continue to be paid to Prosper Portland.

Photo / Aerial





**EXHIBIT N to the PERSONAL SERVICES CONTRACT for
Master Property Management Services**

Property Name:	Cascade Station Parcel G
Address:	9298 NE Cascades Pkwy
General Description:	Vacant land
Lot Size:	9.27 acres
Tenancy Status:	None
Monthly Management Fee	\$500 / month

Property Information

Cascade Station Parcel E is a large piece of land in the Cascade Station Shopping Center near the Portland Airport. Issues on this property range from dumped garbage to abandoned vehicles but is minimal.

Maintenance Requirements for this Property

Operator will maintain the Property in a clean and safe condition. Maintenance requirements for the Properties include, but are not limited to, the following:

- 1) Garbage pickup
- 2) Landscaping
- 3) Security Patrol or on-site security
- 4) Minor repairs
- 5) Utility services

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Service Contracts / Contacts

Maintenance: Ruffin Construction Patrick Shaw (503) 774-8090 ruffinconst@aol.com Inspection Frequency: 1/week Billing Cycle: Monthly	Landscape: Teufel Nursery Inc. Selena Cagel (503) 535-9833 selenac@teufel.com Inspection Frequency: 1/mo Billing Cycle: Monthly	Security: Harbor Security, Inc. Allen Zaugg (503) 496-4236 harborsec@yahoo.com Inspection Frequency: 3/day Billing Cycle: Monthly
Fencing: N/A	Pest Control: N/A	Graffiti: N/A

Utilities / Account Numbers

	Billing Cycle/Date	Property Address	Account Number
Water/Irrigation COP Water Bureau	Monthly	9298 NE Cascades Pkwy	293-887-610-0
Sewer/Stormwater			N/A
Electric			N/A
Gas			N/A

Tenant(s)

N/A

Photo / Aerial





**EXHIBIT O to the PERSONAL SERVICES CONTRACT for
Master Property Management Services**

Property Name:	Centennial Mills
Address:	1362 NW Naito Parkway
General Description:	Multi-building property on the river
Building Size:	77,225 sq ft
Tenancy Status:	Leased
Monthly Management Fee	\$750 / month

Property Information

Centennial Mills is a large property located on the West side of Willamette River and is the former home of the Portland Police Mounted Patrol. There are three structures on the property; covered arena, 2-story warehouse; and a 7-story historic flour mill. The four mill is designated as uninhabitable and should not be entered unless absolutely necessary. The warehouse currently has no water and limited power. There are some existing environmental contracts for this property that will stay with Prosper Portland.

Maintenance Requirements for this Property

Operator will maintain the Property in a clean and safe condition. Maintenance requirements for the Properties include, but are not limited to, the following:

- 1) Garbage pickup
- 2) Landscaping
- 3) Graffiti removal
- 4) Pest control
- 5) Security Patrol or on-site security
- 6) Minor repairs
- 7) Utility services

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Service Contracts / Contacts

Maintenance: Ruffin Construction Patrick Shaw (503) 774-8090 ruffinconst@aol.com Inspection Frequency: 2/week Billing Cycle: Monthly	Landscape: Teufel Nursery Inc. Selena Cagel (503) 535-9833 selenac@teufel.com Inspection Frequency: 1/mo Billing Cycle: Monthly	Security: Safeguard Security, Inc. Hasan Artharee (503) 421-6006 hasan@sgspdx.com Inspection Frequency: 24/7 Billing Cycle: Monthly
Pest Control: Sprague Pest Solutions Marcus Munoz (503) 849-7476 mmunoz@spraguepest.com Inspection Frequency: 1/mo Billing Cycle: Monthly	Graffiti: Ruffin Construction Patrick Shaw (503) 774-8090 ruffinconst@aol.com Inspection Frequency: 2/week Billing Cycle: Monthly	Port-a-Potty Service: Honey Bucket James Gable (503) 581-7223 Jaymesgable@honeybucket.com Inspection Frequency: 1/week Billing Cycle: Monthly
Fencing (Permanent): McDermott Fence (AKA Portland Fence) John Price (503) 542-3672 john@mcdermottfence.com Inspection Frequency: Billing Cycle: As needed	Fencing (Temporary): Statewide Rent-A-Fence Kathy Hamburg (503) 221-0238 Kathy@statewideoregon.com Inspection Frequency: Billing Cycle: As needed	

Utilities / Account Numbers

	Billing Cycle/Date	Property Address	Account Number
Water/Sewer COP Water Bureau	Monthly	1362 NW Naito Pkwy	294-330-500-0
Fireline	Monthly	1362 NW Naito Pkwy	297-723-020-0
Stormwater			N/A
Electric Portland General Electric	Monthly	1362 NW Naito Pkwy	2296121000
Gas NW Natural Gas	Monthly	1362 NW Naito Pkwy	3383987-9
Fire Monitoring Century Link	Monthly	1362 NW Naito Pkwy (2 lines)	503-227-6528 367
			503-228-0387 115

Tenant(s)

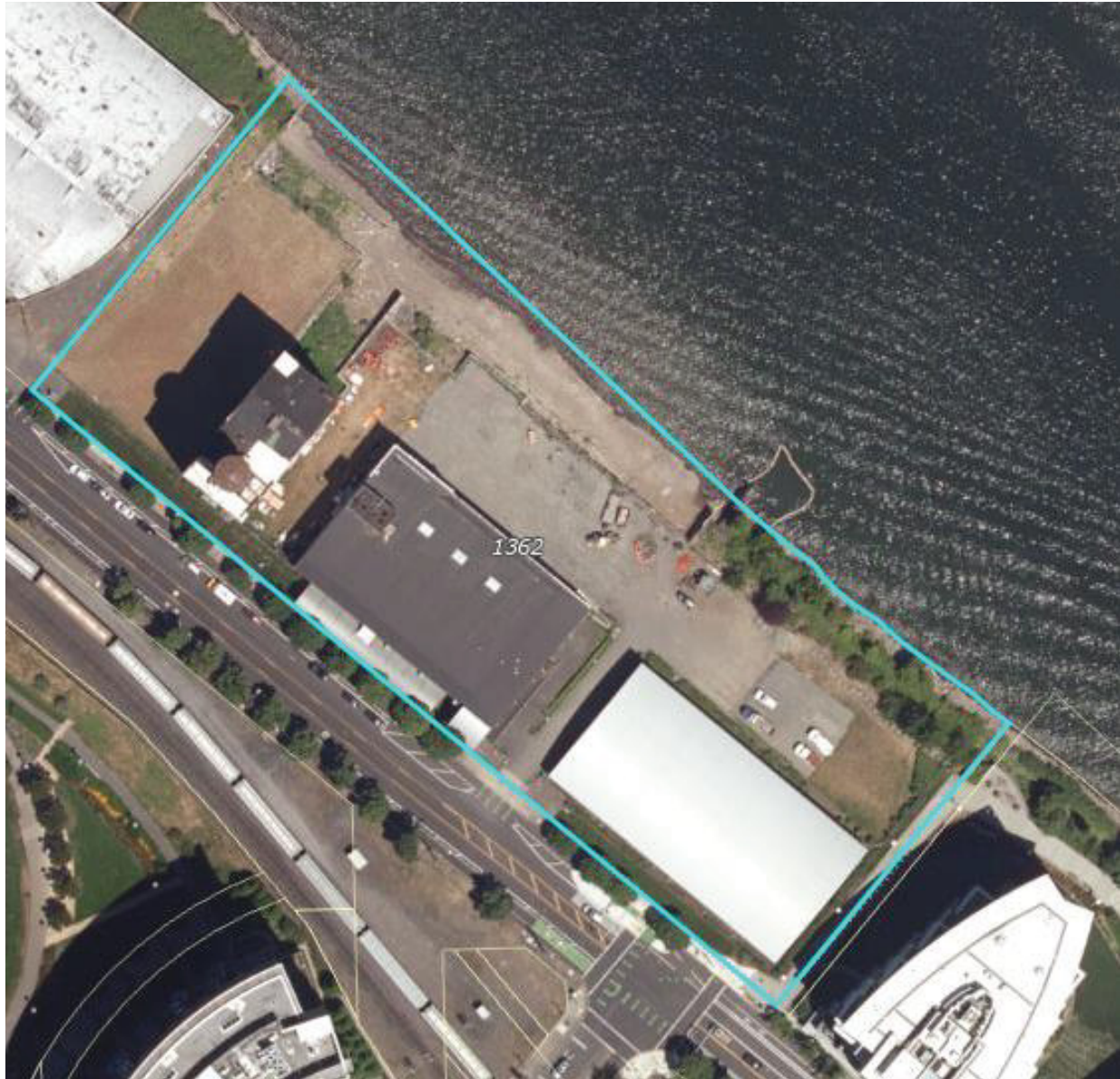
Just Bucket is a construction company who has been using the exterior of the property for staging their equipment and use the small office in the warehouse to do paperwork, as needed. They pay \$500/month for rent which will be transferred over to IPM. Tenant contact information will be shared at time of transfer. The use agreement currently expires the end of June 2022. We anticipate having them stay until we dispose of the property.

The Rebuilding Center is a non-profit organization that has been using the covered arena for their de-nailing operations. They do not pay any rent as a non-profit. Tenant contact information will be shared at time of transfer. The use agreement currently expires at the end of December 2021 but we anticipate extending their use agreement until we dispose of the property.

Oceanpark Mechanical is working on a construction project to the north of Centennial Mills, not associate with Prosper Portland, and is using the north most grass lot of Centennial Mills for parking, thru December 2022 or until we give notice that development is moving forward.

Photo / Aerial





**EXHIBIT P to the PERSONAL SERVICES CONTRACT for
Master Property Management Services**

Property Name:	Dagel Triangle
Address:	8930 SE Foster Rd
General Description:	Grassed lot
Lot Size:	6,259 sq ft
Tenancy Status:	None
Monthly Management Fee	\$500 / month

Property Information

The Dagel Triangle is a small park-like property at the gateway of Lents Town Center on eastbound Woodstock.

Maintenance Requirements for this Property

Operator will maintain the Property in a clean and safe condition. Maintenance requirements for the Properties include, but are not limited to, the following:

- 1) Garbage pickup
- 2) Landscaping
- 3) Security Patrol or on-site security
- 4) Minor repairs

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Service Contracts / Contacts

Maintenance: Vince Building Maintenance Vince Oniah (503) 928-2899 voniah@vincebuilding.com Inspection Frequency: 1/week Billing Cycle: Monthly	Landscape: Vince Building Maintenance Vince Oniah (503) 928-2899 voniah@vincebuilding.com The bioswales are maintained by another City Bureau. Inspection Frequency: 2/mo Billing Cycle: Monthly	Security: Harbor Security, Inc. Allen Zaugg (503) 496-4236 harborsec@yahoo.com Inspection Frequency: 3/day Billing Cycle: Monthly
Fencing: N/A	Pest Control: N/A	Graffiti: N/A

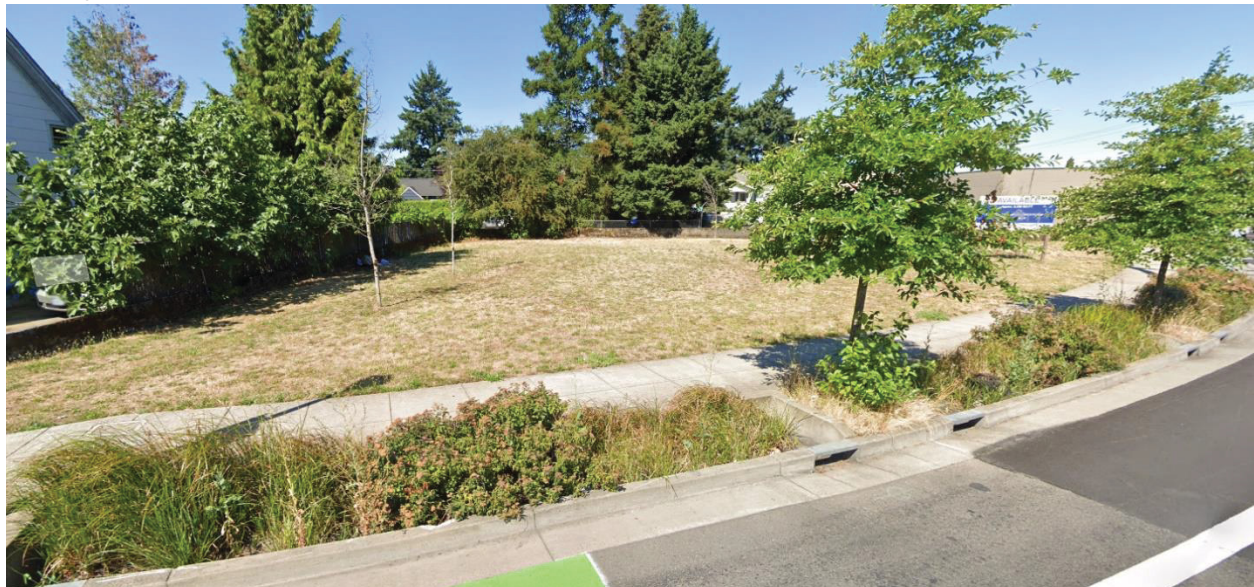
Utilities / Account Numbers

	Billing Cycle/Date	Property Address	Account Number
Water/Sewer			N/A
Stormwater			N/A
Electric			N/A
Gas			N/A

Tenant(s)

N/A

Photo / Aerial





**EXHIBIT Q to the PERSONAL SERVICES CONTRACT for
Master Property Management Services**

Property Name:	MLK Parking Lot
Address:	3620 NE MLK Jr Blvd
General Description:	Free public parking lot
Lot Size:	9,000 sq ft
Tenancy Status:	None
Monthly Management Fee	\$500 / month

Property Information

The MLK Parking is a free off-street parking lot for patrons of the surrounding businesses on NE MLK Jr Blvd. This property is high-risk for excess garbage and graffiti.

Maintenance Requirements for this Property

Operator will maintain the Property in a clean and safe condition. Maintenance requirements for the Properties include, but are not limited to, the following:

- 1) Garbage pickup
- 2) Landscaping
- 3) Graffiti removal
- 4) Security Patrol or on-site security
- 5) Minor repairs
- 6) Utility services

All maintenance services provided by Operator will be subject to Prosper Portland review, inspection, and verification of any and all activities and reporting requirements at any time without notice.

Operator shall not be responsible for major capital or structural repairs or replacements, other than such repairs or replacements that are attributable to actions or inactions of the Operator. Operator shall not have or assume the role of general contractor on behalf of Prosper Portland unless mutually agreed upon by the parties.

Service Contracts / Contacts

Maintenance: Ruffin Construction Patrick Shaw (503) 774-8090 ruffinconst@aol.com Inspection Frequency: 2/week Billing Cycle: Monthly	Landscape: Vince Building Maintenance Vince Oniah (503) 928-2899 voniah@vincebuilding.com Inspection Frequency: 2/mo Billing Cycle: Monthly	Security: Harbor Security, Inc. Allen Zaugg (503) 496-4236 harborsec@yahoo.com Inspection Frequency: 3/day Billing Cycle: Monthly
Fencing: N/A	Pest Control: N/A	Graffiti: Ruffin Construction Patrick Shaw (503) 774-8090 ruffinconst@aol.com Inspection Frequency: 2/week Billing Cycle: Monthly

Utilities / Account Numbers

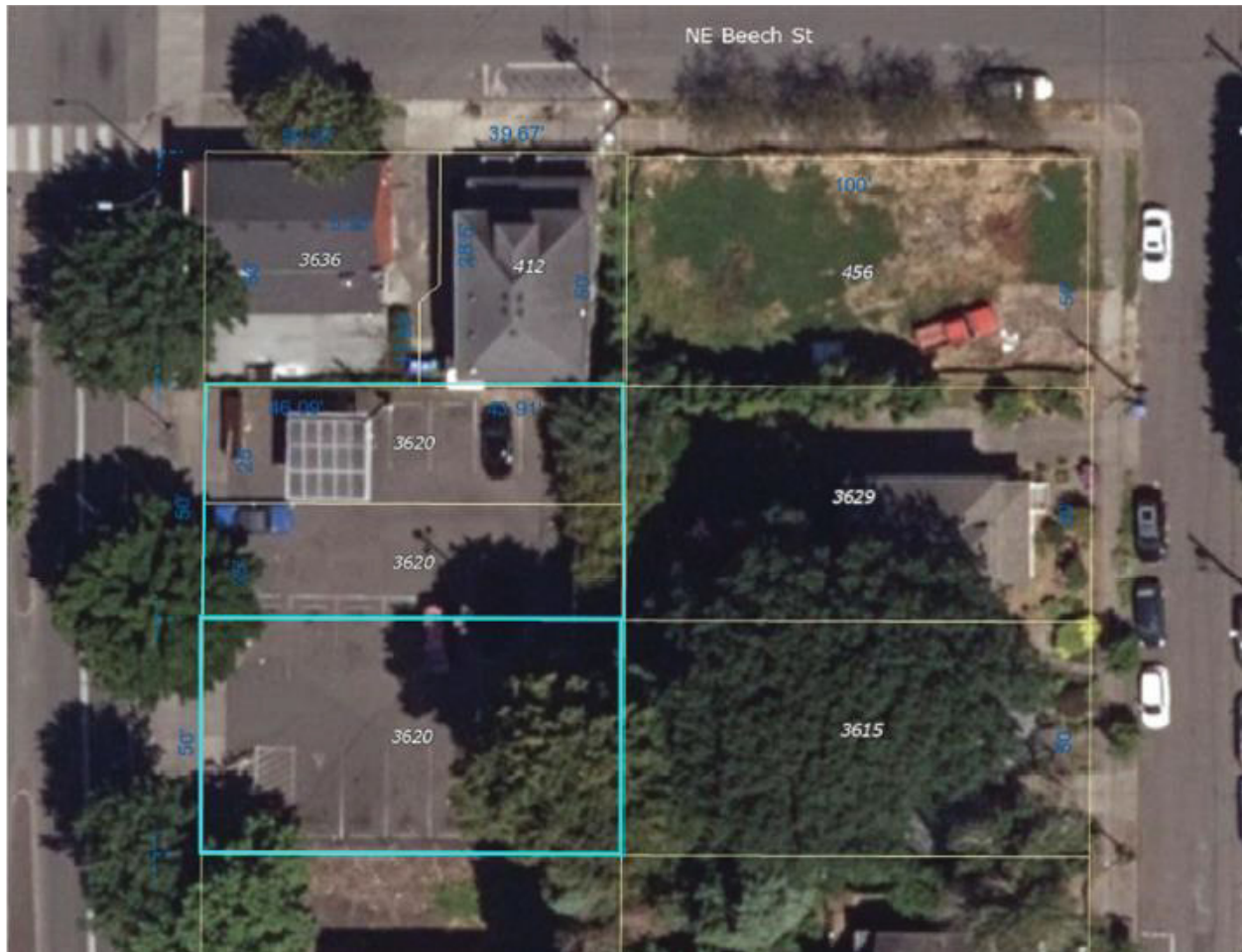
	Billing Cycle/Date	Property Address	Account Number
Water/Sewer			N/A
Stormwater			N/A
Electric Pacific Power	Quarterly	3620 NE MLK Jr Blvd	23461930-026 7
Gas			N/A

Tenant(s)

N/A

Photo / Aerial





**EXHIBIT R to the PERSONAL SERVICES CONTRACT for
Master Property Management Services**

Property Name:	Old Fire Station
Address:	510 NW 3 rd Ave
General Description:	Fenced gravel lot
Lot Size:	33,580 sq ft
Tenancy Status:	None
Monthly Management Fee	\$750 / month

Property Information

The Old Fire Station property sits at the west end of the Steel Bridge off NW Glisan in the north part of Old Town Chinatown. The property is completely fenced on all sides but does have an accessible entry point on the Steel Bridge. The property currently has a historic Firehouse on it that is slated for demolition by the end of August 2021.

Maintenance Requirements for this Property

Operator will maintain the Property in a clean and safe condition. Maintenance requirements for the Properties include, but are not limited to, the following:

- 1) Garbage pickup
- 2) Landscaping
- 3) Graffiti removal
- 4) Pest control
- 5) Security Patrol or on-site security
- 6) Minor repairs
- 7) Utility services

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Service Contracts / Contacts

Maintenance: Ruffin Construction Patrick Shaw (503) 774-8090 ruffinconst@aol.com Inspection Frequency: 2/week Billing Cycle: Monthly	Landscape: Teufel Nursery Inc. Selena Cagel (503) 535-9833 selenac@teufel.com Inspection Frequency: 1/mo Billing Cycle: Monthly	Security: Ace Event Services, Inc. Cheryll Brookings (503) 496-4236 cbrookins@aceeventservices.com Inspection Frequency: 24/7 Billing Cycle: Monthly
Fencing: Statewide Rent-A-Fence Kathy Hamburg (503) 221-0238 Kathy@statewideoregon.com Inspection Frequency: Billing Cycle: As needed	Pest Control: Sprague Pest Solutions Marcus Munoz (503) 849-7476 mmunoz@spraguepest.com Inspection Frequency: 1/mo Billing Cycle: Monthly	Graffiti: Portland Graffiti Removal, LLC Robert Barrie (971) 678-5249 Robert@GraffitiRemovalPortland.com Inspection Frequency: 1/mo Billing Cycle: Quarterly
Port-a-Potty Service: Honey Bucket Ace uses Honey Bucket and passes on the costs to Prosper Portland via annual invoices. Prosper Portland does not manage the contract.		

Utilities / Account Numbers

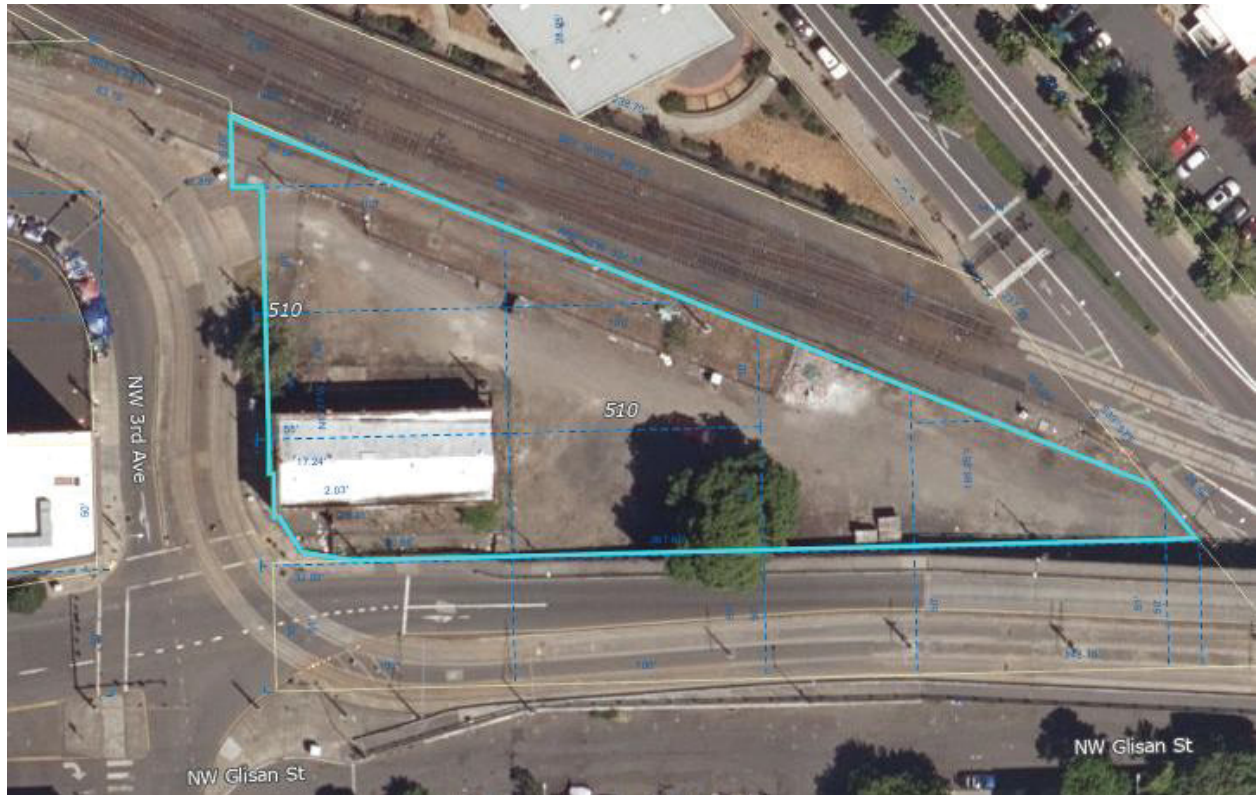
	Billing Cycle/Date	Property Address	Account Number
Water/Sewer/Stormwater COP Water Bureau	Quarterly	510 NW 3 rd Ave	296-671-000-0
Electric			N/A
Gas			N/A

Tenant(s)

N/A

Photo / Aerial





**EXHIBIT S to the PERSONAL SERVICES CONTRACT for
Master Property Management Services**

Property Name:	RD Small Lots
Address:	NW 9 th & Naito
General Description:	Vacant Lot
Lot Size:	1,012 sq ft
Tenancy Status:	None
Monthly Management Fee	\$500 / month

Property Information

The RD Small lots are made up of three small pieces of land surrounding the railroad tracks along NW 9th Avenue and NW Naito Parkway.

Maintenance Requirements for this Property

Operator will maintain the Property in a clean and safe condition. Maintenance requirements for the Properties include, but are not limited to, the following:

- 1) Garbage pickup
- 2) Graffiti removal
- 3) Security Patrol or on-site security
- 4) Minor repairs

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Service Contracts / Contacts

Maintenance: Ruffin Construction Patrick Shaw (503) 774-8090 ruffinconst@aol.com Inspection Frequency: 2/week Billing Cycle: Monthly	Landscape: Teufel Nursery Inc. Selena Cagel (503) 535-9833 selenac@teufel.com Inspection Frequency: 1/mo Billing Cycle:	Security: Harbor Security, Inc. Allen Zaugg (503) 496-4236 harborsec@yahoo.com Inspection Frequency: 3/week Billing Cycle:
Fencing: N/A	Pest Control: N/A	Graffiti: Ruffin Construction Patrick Shaw (503) 774-8090 ruffinconst@aol.com Inspection Frequency: 2/week Billing Cycle: Monthly

Utilities / Account Numbers

	Billing Cycle/Date	Property Address	Account Number
Water/Sewer			N/A
Stormwater			N/A
Electric			N/A
Gas			N/A

Tenant(s)

N/A

Photo / Aerial





**EXHIBIT T to the PERSONAL SERVICES CONTRACT for
Master Property Management Services**

Property Name:	South Waterfront Lot 4
Address:	2397 SW Moody
General Description:	Landscaped area surrounding an electrical substation
Lot Size:	13,366 sq ft
Tenancy Status:	None
Monthly Management Fee	\$ 500 / month

Property Information

South Waterfront Lot 4 is an L-shaped landscaped property surrounding the east and south sides of the South Waterfront Power Substation.

Maintenance Requirements for this Property

Operator will maintain the Property in a clean and safe condition. Maintenance requirements for the Properties include, but are not limited to, the following:

- 1) Garbage pickup
- 2) Security Patrol or on-site security
- 3) Minor repairs
- 4) Utility services

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Fencing: N/A	Pest Control: N/A	Graffiti: N/A

Utilities / Account Numbers

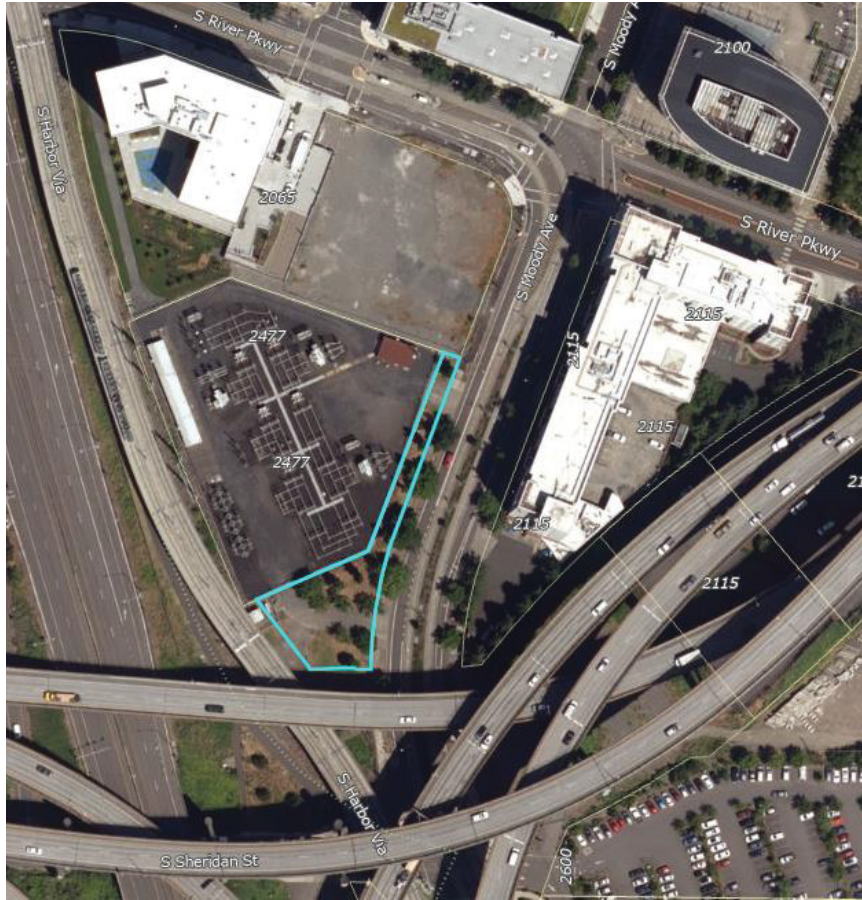
	<i>Billing Cycle/Date</i>	<i>Property Address</i>	<i>Account Number</i>
Water/Irrigation COP Water Bureau	Quarterly	2397 SW Moody	299-394-830-0
Sewer/Stormwater			N/A
Electric			N/A
Gas			N/A

Tenant(s)

N/A

Photo / Aerial





**EXHIBIT U to the PERSONAL SERVICES CONTRACT for
Master Property Management Services**

Property Name:	Tate Lot
Address:	9320 SE Ramona Street
General Description:	Grass Lot
Lot Size:	7,775 sq ft
Tenancy Status:	Vacant
Monthly Management Fee	\$ 500 / month

Property Information

The Tate Lot is a vacant fenced grass lot in the Lents Town Center at the end of a dead-end street.

Maintenance Requirements for this Property

Operator will maintain the Property in a clean and safe condition. Maintenance requirements for the Properties include, but are not limited to, the following:

- 1) Garbage pickup
- 2) Security Patrol or on-site security
- 3) Minor repairs
- 4) Utility services

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Fencing: N/A	Pest Control: N/A	Graffiti: N/A

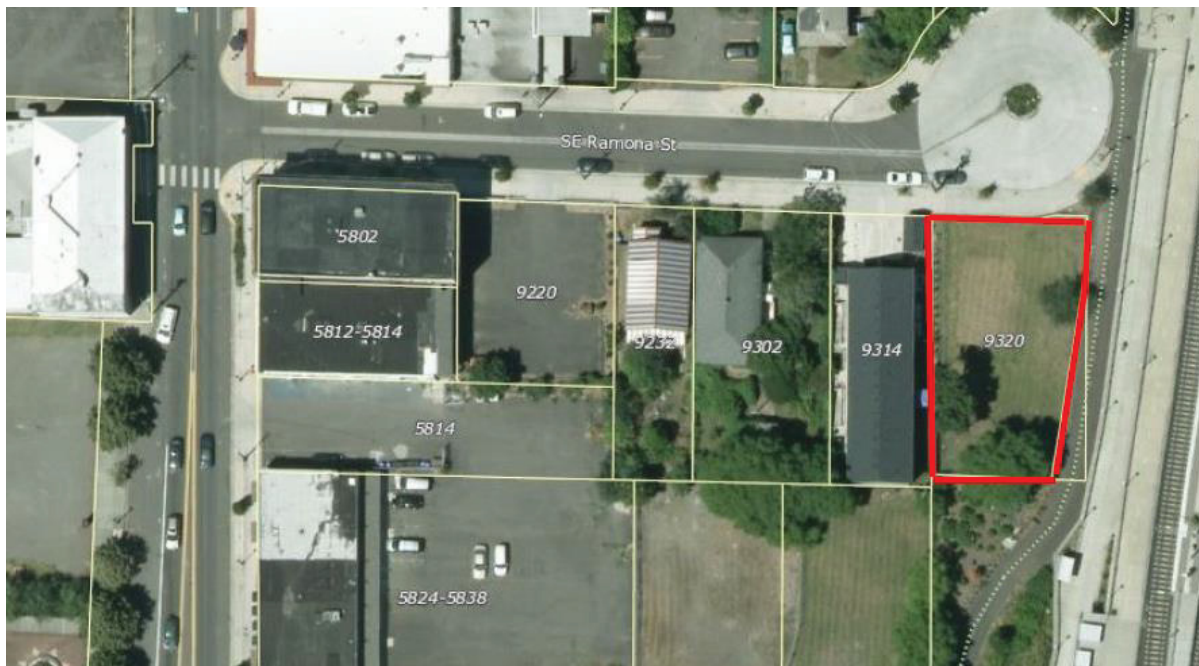
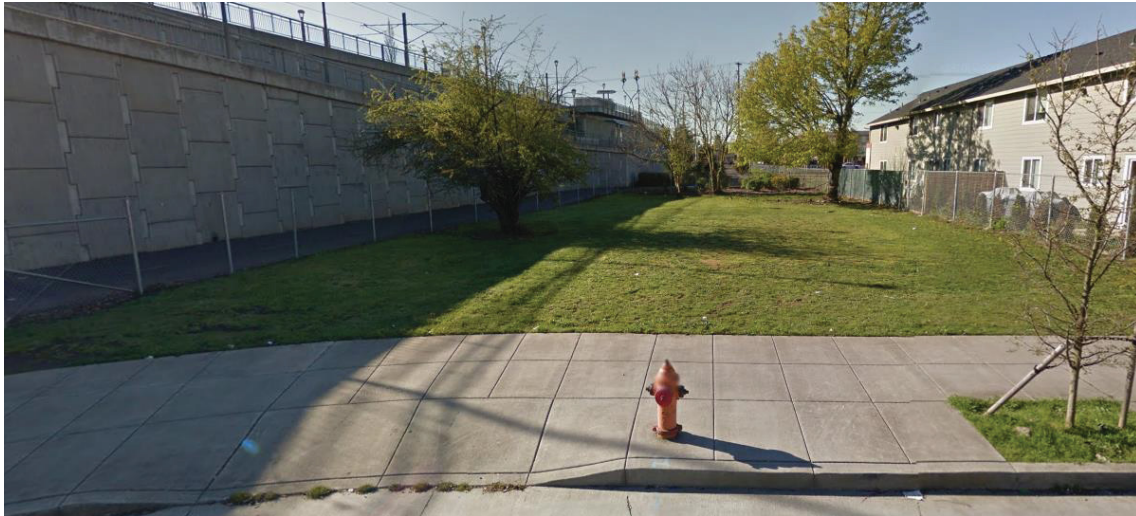
Utilities / Account Numbers

	<i>Billing Cycle/Date</i>	<i>Property Address</i>	<i>Account Number</i>
Water COP Water Bureau	Quarterly	9320 SE Ramona	296-720-120-0
Sewer/Stormwater			N/A
Electric			N/A
Gas			N/A

Tenant(s)

N/A

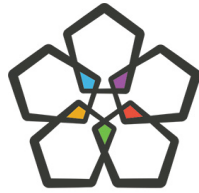
Photo / Aerial



Master Property Management Services

The following vendor agreements are hereby assigned to Operator through this Amendment:

Contract No.	Service Provider	Service
217044	Vince Building Maintenance LLC	Property Maintenance: Multiple Properties
217045	Ruffin Enterprises d/b/a Ruffin Construction	Property Maintenance: Multiple Properties
217049	Harbor Security	Security Services: Multiple Properties
220017	Vincent Building Maintenance LLC d/b/a Frontline Facilities Management & Maintenance	Landscape Maintenance: Multiple Properties
220018	Teufel Nursery Inc. d/b/a Teufel Landscape	Landscape Maintenance: Multiple Properties
220021	Safeguard Security Inc.	Security Services: Centennial Mills
PO-001173	Sprague Pest Services	Pest Control: Centennial Mills
PO-001588	Sprague Pest Services	Pest Control: Old Fire Station
PO-001827	Sprague Pest Services	Pest Control: 4 th & Burnside
PO-002305	Portland Graffiti Removal	Graffiti Removal: Albina Triangle
PO-002306	Portland Graffiti Removal	Graffiti Removal: Old Fire Station
PO-002307	Portland Graffiti Removal	Graffiti Removal: 4 th & Burnside
PO-000973	Honey Bucket/NW Cascade Inc	Sewer Pumping: Centennial Mills



PROSPER PORTLAND

Building an Equitable Economy

RESOLUTION NO. 7445

RESOLUTION TITLE:

AUTHORIZING AN AMENDMENT TO A PERSONAL SERVICES CONTRACT WITH INCOME PROPERTY MANAGEMENT CO.


Adopted by the Prosper Portland Commission on February 9, 2022

PRESENT FOR VOTE	COMMISSIONERS	VOTE		
		Yea	Nay	Abstain
<input checked="" type="checkbox"/>	Chair Gustavo J. Cruz, Jr.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	Commissioner Peter Platt	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	Commissioner Serena Stoudamire Wesley	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	Commissioner William Myers	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	Vacant	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/> Consent Agenda <input type="checkbox"/> Regular Agenda				

CERTIFICATION

The undersigned hereby certifies that:

The attached resolution is a true and correct copy of the resolution as finally adopted at a Board Meeting of the Prosper Portland Commission and as duly recorded in the official minutes of the meeting.

	Date: February 14, 2022
Pam Feigenbutz, Recording Secretary	