

**PROSPER PORTLAND**

Portland, Oregon

**RESOLUTION NO. 7593**

**AUTHORIZING A PERSONAL SERVICES CONTRACT WITH CITY CENTER  
PARKING**

**WHEREAS**, on November 19, 2024, Prosper Portland issued a competitive Request for Proposals (“RFP”) for Multi-Site Parking Management, seeking proposals from qualified firms to provide professional parking management services for certain Prosper Portland owned real property;

**WHEREAS**, in response to the RFP, Prosper Portland intends to enter into a Personal Services Contract with City Center Parking (“CCP”) for the operation and management of Prosper Portland owned property (“Contract”), on the terms generally described in Exhibit A attached to this resolution;

**WHEREAS**, the property management fee for the proposed five-year term of the Contract will not exceed \$250,000 per year, through December 31, 2029;

**WHEREAS**, the adopted and revised fiscal year 2024-25 budget to operate and maintain the properties that CCP will manage, inclusive of the contemplated property management fee, is approximately \$3,380,000 and during the first year of the Contract, CCP will use these funds pursuant to the terms and limitations of the Contract to manage the properties on Prosper Portland’s behalf;

**WHEREAS**, in the remaining four years of the Contract, CCP will spend funds to manage properties on Prosper Portland’s behalf only after the Prosper Portland Board of Commissioners (“Board”) has appropriated funds for property management and only up to the amount appropriated;

**WHEREAS**, the Prosper Portland Board acknowledges that the property management expenses are partially offset by revenues generated from Prosper Portland owned real property, as set forth in detail in the annual budget; and

**WHEREAS**, it is Prosper Portland’s interest to have the flexibility to add or remove property from the scope of the Contract during its term.

**NOW, THEREFORE, BE IT RESOLVED**, that the Prosper Portland Board of Commissioners hereby authorizes the Executive Director to execute a Personal Services Contract with CCP in conformance with the terms described on Exhibit A and in a form approved by the Executive Director, in consultation with the Prosper Portland’s General Counsel; and

**BE IT FURTHER RESOLVED**, that the Executive Director is further authorized to approve future financial encumbrances to the Contract so long as the encumbrances are appropriated as property management expenses in a Prosper Portland Board adopted budget or revision;

**BE IT FURTHER RESOLVED**, that the Executive Director is delegated authority to approve future changes to the Contract, provided such changes do not materially increase Prosper Portland's obligations and risks, as determined by the Executive Director in consultation with Prosper Portland's General Counsel; and

**BE IT FURTHER RESOLVED**, that with the affirmative vote of no fewer than four Commissioners for this resolution and of all those present, this resolution shall become effective immediately upon its adoption, and otherwise it will take effect thirty days after adoption.

Board Resolution – <enter short title here>  
<enter Board date here>

Exhibit A  
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