



City of Oregon City

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Staff Report

File Number: 18-319

Agenda Date: 7/10/2018

Status: Agenda Ready

To: City Commission

Agenda #: 3b.

From: City Manager Tony Konkol

File Type: Contract

SUBJECT:

Proposed Amendment to the Personal Services Agreement with Main Street Oregon City, Inc to Extend the Operating Hours of the Elevator

RECOMMENDED ACTION (Motion):

Review the proposed amendment and provide staff direction on how to proceed.

BACKGROUND:

The City of Oregon City entered into a Personal Services Agreement (PSA) with Main Street Oregon City, Inc doing business as Downtown Oregon City Association to staff and operate the Oregon City Municipal Elevator. The current term of the PSA, approved by the Commission on December 7, 2016, is from February 2, 2017 through December 31, 2019 and shall not exceed \$371,014.49 (attachment 1). The current operating hours per the PSA are:

Monday and Tuesday (year round) from 6:45 a.m. to 7:00 p.m.

Wednesday through Saturday (November - May) from 6:45 a.m. to 7:00 p.m.

Wednesday through Saturday (June - September) from 6:45 a.m. - 9:30 p.m.

Wednesday through Saturday (October) from 6:45 a.m. - 8:00 p.m.

Sunday (year round) from 10:00 a.m. - 7:00 p.m.

The Downtown Oregon City Association (DOCA) has indicated that a frequent request from downtown food and beverage businesses is to extended the summer hours, June through September, year round for the operations of the elevator on Wednesday through Saturday. The desire for extended hours was also identified at the office industry roundtable held by DOCA. As additional information, DOCA has submitted pedestrian counts (attachment 2) for the months when the change of operating hours occurs: September 2017 (9:30 p.m. closure) to October 2017 (8:00 p.m. closure) and May 2018 (7:00 p.m. closure) to June 2018 (9:30 p.m. closure).

The proposed amendment to the contract would extend the October through May operating hours of the elevator for Wednesday through Saturday to 9:30 p.m. The additional operating hours would increase the contract amount by a total of \$9,219.52 through December 31, 2019.

BUDGET IMPACT:

Amount: \$9,219.52

FY(s): 2018 - approximately \$6,912.64; 2019 - approximately \$2,306.88

Funding Source: General Fund