

August 11, 2026

Public Contracts Subcommittee



Agenda

- Roll Call
- Approval of minutes
- Proposed Alternative Delivery project –
North Mirror Pond Parking and Event Space
- Data security in City contracts

August 11, 2026

North Mirror Pond Parking and Event Space Project

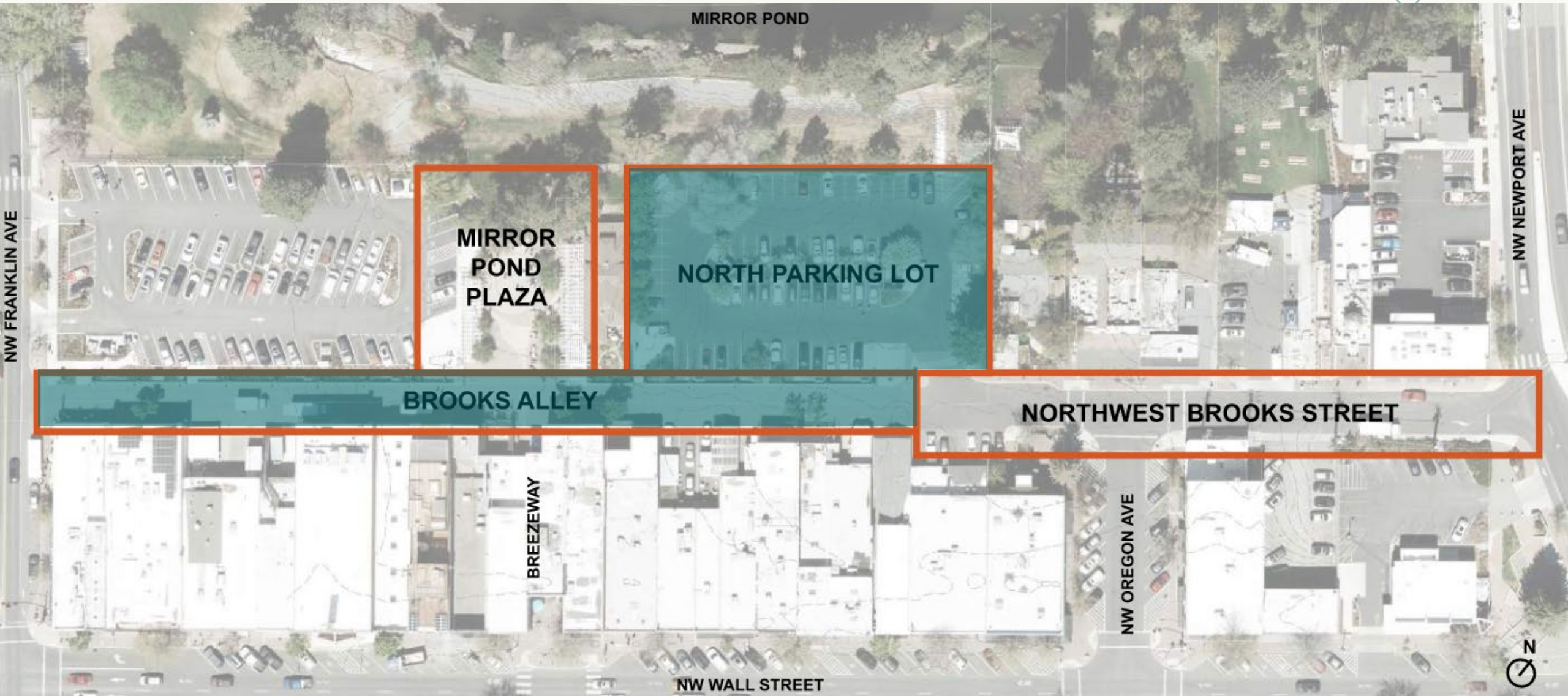
Jo Wells, Facilities architect



Purpose

- Discuss the proposed exemption from competitive bidding to use a request for proposals procurement process to select the construction contractor and to deliver the North Mirror Pond Parking and Event Space Project through the Construction Manager/General Contractor alternative delivery method.

North Mirror Pond Parking and Event Space Project Area



Concept Plan



Existing Conditions



North Parking Lot



Brooks Alley

Scope of Work

- **North Mirror Pond Parking and Event Space**

- Provide:
 - A flexible space that will serve as an event space when needed and a parking lot when events are not occurring;
 - A platform for performances;
 - A layout conducive to tents for events like the farmer's market;
 - An improved trash area; and
 - A public restroom.

- **Brooks Alley**

- Provide:
 - Improved access for fire; and
 - Identified delivery areas.

Project Delivery Methods

- Public improvement (construction) contracts must be awarded to the responsible bidder who submits the lowest responsive bid unless otherwise exempt.
- Typically delivered as Design-Bid-Build
- An alternative delivery method is any process to award a public improvement contract that is *not* based on competitive sealed bids.
- Alternative delivery methods include:
 - Construction Manager / General Contractor (CM/GC)
 - Design-Build (including Progressive Design-Build)

Why do we choose each method?

Design-Bid-Build

- Limited project scope
- Little specialization needed
- Want high-level of project control
- Supplier engagement

CM/GC

- Complex/large-scale project
- Element of schedule optimization
- Substantial project cost
- High-risk project
- Want high-level of project control

(Progressive) Design-Build

- Complex/large-scale project
- Schedule optimization
- Substantial project cost
- High-risk project
- Team qualifications are essential (specialization)
- Supplier engagement

CM/GC Recommendation

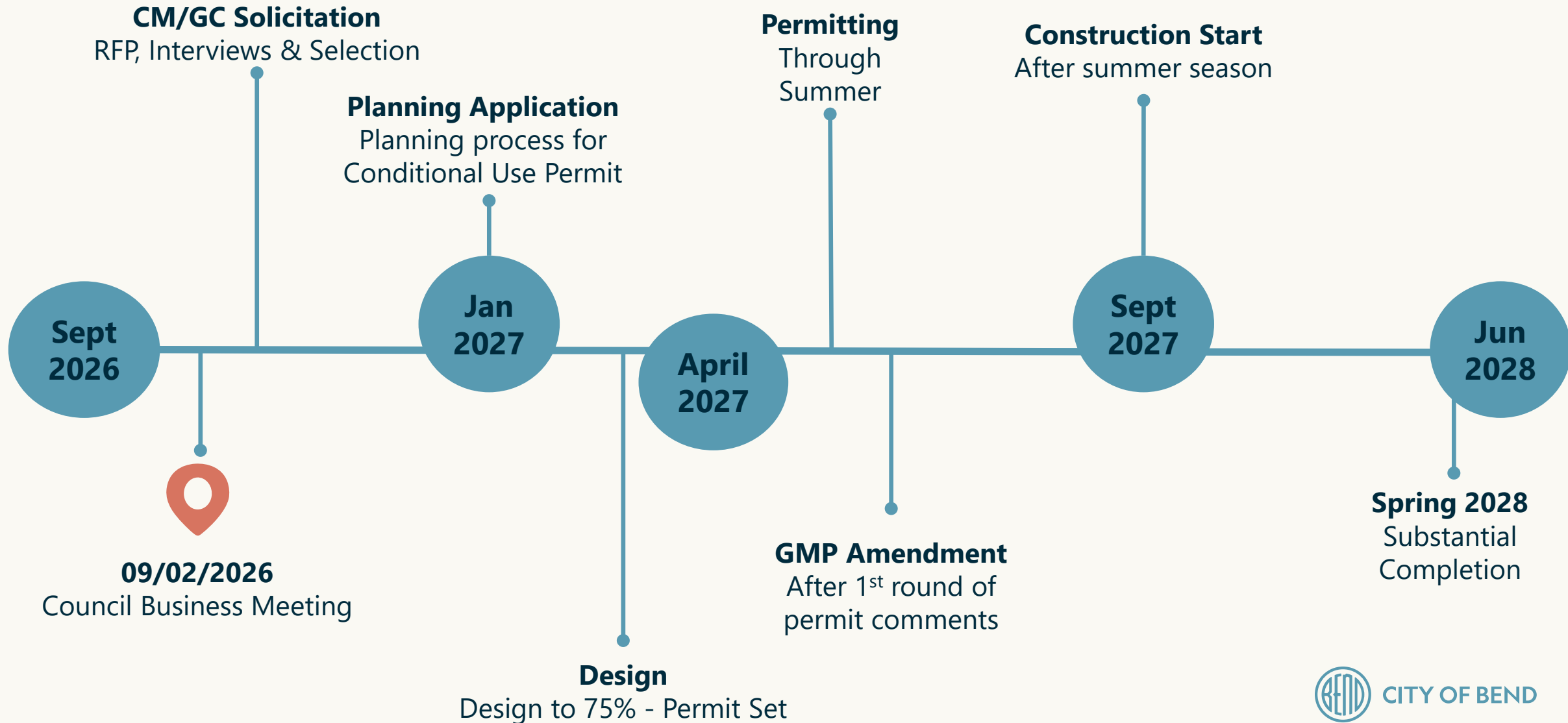
Pros:

- Design and cost coordination to reduce need for value engineering.
- Cost tracking to align with funding mechanisms.
- Schedule coordination.
- Contractor involvement early for innovation, phasing, and efficiencies to reduce downtown impacts and save costs.
- Opportunity for early order for long lead items to improve schedule.
- Expect similar levels of competition as low-bid method; anticipate 3-6 proposals.

Cons:

- More complex procurement and negotiation requirements.

Project Timeline



COMMITTEE DISCUSSION



August 11, 2026

Reviewing New Technology Requests

Juan Olmeda, IT Director





The Request Process at a Glance

Every request for new software or hardware follows the same six steps, coordinated by the IT Technology Standards Committee.

1



Submit Request

Requester files a technology request through the IT portal.

2



Committee Review

A Standards Committee member(s) reviews it and requests clarification or additional information as needed

3



Approve & Quote

Once approved, quotes are gathered for the requested solution.

4



Approval Notice

The requester receives an official approval notice by email.

5



Purchase

The Purchasing Coordinator, in collaboration with Procurement and Legal processes and completes the purchase.

6



Install & Deploy

IT coordinates installation and deployment of the technology.



Four Teams, One Coordinated Review

Each request draws on four disciplines that review it in parallel before a contract is signed.



Information Technology

Reviews technical fit and standards; runs the Standards Committee, gathers quotes, and deploys the solution.



Cybersecurity

Evaluates the vendor's security answers, data protection, and risk before approval.



Procurement & Public Contracts

Coordinates the vendor, processes quotes, and manages procurement and contract negotiation.



Legal

Negotiates terms, incorporates the Data Services Addendum, and approves the agreement as to form.



The Vendor IT Questionnaire

Before a solution advances, the vendor completes the City's IT Questionnaire so IT and Cybersecurity can assess fit and risk.



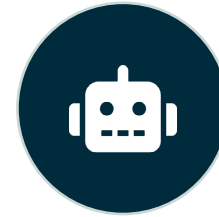
Minimum Tech Requirements

Baseline compatibility the product must meet to be considered.



Technical Questionnaire

Architecture, security, hosting, and support — for all vendors.



AI Fact Sheet

Required when a solution uses AI: purpose, data, bias, and safeguards.



Security Practices

Controls for vendors that are not FedRAMP or StateRAMP certified.



The Data Services Addendum



Built into the T&Cs

For hosted solutions, Purchasing, Legal, and IT negotiate the Data Services Addendum with the vendor and incorporate it into the contract's terms and conditions.

Language is tailored for every vendor — matched against their master service agreement.



City owns its data

No selling, licensing, or mining of City data.



U.S.-only handling

No overseas access, storage, or transmission.



24-hour breach notice

Incidents reported within 24 hours of discovery.



90-day exit access

Data returned, then sanitized to NIST 800-88.



THE BOTTOM LINE

One process protects the City's staff, data, and dollars.

1

A single front door

Every software and hardware request runs through one consistent, committee-led review.

2

Security assessed up front

The vendor IT Questionnaire lets IT and Cybersecurity judge fit and risk before any purchase.

3

Data protected by contract

The Data Services Addendum locks data ownership, breach response, and exit rights into the agreement.

COMMITTEE DISCUSSION



Language Assistance Services & Accommodation Information for People with Disabilities



Accommodation Information for People with Disabilities & Language Assistance Services

You can obtain this information in alternate formats such as Braille, electronic format, etc. Free language assistance services are also available. Please email accessibility@bendoregon.gov or call 541-693-2198. Relay Users Dial 7-1-1. All requests are subject to vendor processing times and should be submitted 48-72 hours in advance of events.

Servicios de asistencia lingüística e información sobre alojamiento para personas con discapacidad

Puede obtener esta información en formatos alternativos como Braille, formato electrónico, etc. También disponemos de servicios gratuitos de asistencia lingüística. Póngase en contacto en correo electrónico accessibility@bendoregon.gov o número de teléfono 541-693-2198. Los usuarios del servicio de retransmisión deben marcar el 7-1-1. Por favor, envíe sus solicitudes con 48-72 horas de antelación al evento; todas las solicitudes están sujetas a los tiempos de procesamiento del proveedor.

Accessible Meeting Information



Accessible Meeting/Alternate Format Notification

This meeting/event location is accessible. Sign and other language interpreter service, assistive listening devices, materials in alternate format such as Braille, large print, electronic formats, language translations or any other accommodations are available upon advance request at no cost. Please email accessibility@bendoregon.gov or call 541-693-2198. Relay Users Dial 7-1-1. All requests are subject to vendor processing times and should be submitted 48-72 hours in advance of events.

Información sobre accesibilidad en reuniones

Hay accesibilidad disponible en esta reunión. Si se solicita con antelación, se puede disponer de servicio de intérprete de lengua de señas, dispositivos de ayuda auditiva, materiales en formatos alternativos como Braille, letra grande, formatos electrónicos o cualquier otro tipo de adaptación. Póngase en contacto en correo electrónico accessibility@bendoregon.gov o número de teléfono 541-693-2198. Los usuarios del servicio de retransmisión deben marcar el 7-1-1. Por favor, envíe sus solicitudes con 48-72 horas de antelación al evento; todas las solicitudes están sujetas a los tiempos de procesamiento del proveedor.