

December 14, 2018

To: All Interested Respondents

Re: Operation of Surface Lot Parking RFP

Addendum #4

This Addendum sets forth the Q&A for questions received by the CRDA website pursuant to section 1.5 of the RFP documents before the Q&A deadline of November 20, 2018 at 12:00 pm. Any questions received after the deadline will not be entertained.

Q1. What happen to the 2017 RFP for these locations?

A1. The Authority has opted to seek new proposals rather than exercise its option to renew the current agreement.

Q2. What is the current agreement structure, annual compensation/lease?

A2. The current license agreement expires on 12/31/18. The management company pays \$278,400 annually to operate the lots.

Q3. What is the electric historic usage/expense?

A3. The Georgia Avenue lot averages \$75 per month.

Lot 5 - The Convention Center is responsible for the this bill

Lot 1 - The Ohio Avenue lot averages \$210 per month.

Lot 3 - Mississippi Avenue averages \$84 per month

Lot 2 - Indiana Avenue lot does not have its own meter.

Q4. Who owns the current parking revenue control equipment in the lots?

A4. CRDA

Q5. Are the sidewalks part of the snow removal responsibilities? Can an outline of the areas be provided?

A5. Yes. The sidewalk adjacent to the lot must be cleared in accordance with local ordinance.

Q6. What repairs or upgrades have been done the last 12 months?

A6. None.

Q7. What repairs or upgrades are scheduled out already?

A7. None.

Q8. What repairs or upgrades are needed now?

A8. Lighting repairs and revenue control upgrades.

Q9. The Georgia/pacific lot has a section of grass/dirt/rocks in between the lots. Can that be utilized? Can it be paved?

A9. Gravel area can be used by special permit from the city. Paving would require site plan application.

Q10. Are there any large events from prior years that are not scheduled or canceled going forward?

A10. No.

Q11. Are there any new large events not from prior years?

A11. None that the Authority is aware of at this time.

Q12. Are there any existing validation deals with the Convention Center?

A12. Current manager offers a special non-core staff rate (Local 54 and Meet AC staff) at \$5.

RV and Boat shows, under their contracts with the Convention Center, have right to utilize lots 4 and 5 to provide for staging/trailer parking during their events.

National Sports Collectors show in 2020, under their contract with the Convention Center, have the right to utilize 400 spaces on Lot 5 during their event.

Q13. Are all the lots required to be manned in the offseason?

A13. No. Lots 1 and 5 must remain open year round.

Q14. Given the extended deadline for question submittal/release of answers and the Thanksgiving holiday, could you please extend the deadline two weeks?

A14. Yes. Deadline is extended to December 19, 2018.

Q15. Will the current rate structure of \$5/up to 3 hours and \$10/all day at Block 163 and at Block 157 lots 11-20 stay in place?

A15. Block 163 – Yes. Block 157 – CRDA will no longer own lots 16-20. Lots 11-15 at respondent's discretion subject to CRDA's right to designate use of for Special Events.

Q16. Will there be a predetermined rate structure at the other lots?

A16. CRDA requires the rates are no higher than \$10/day.

Q17. Section 2.0, Letter J: Can you provide more information on this? What sort of mechanism will be acceptable?

A17. An automated gate system that will provide electronic reporting of the number of cars that enter and calculates the revenue associated with the parking operation.

Q18. Is the respondent responsible for the repairs and maintenance of the sidewalks that borders the properties and who is responsible for the snow removal on sidewalks?

A18. Yes. See A5.

Q19. Is respondent responsible for shrubs, grass and landscaping outside the fence of the parking?

A19. Yes

Q20. What are the current staffing levels and schedules for each lot? Please provide for the last 12 months including events for each lot.

A20. The staffing levels are at the discretion of the manager.

Q21. Can you provide a 12-month detailed summary of the current operators parking information which details the rates charged, number of cars and detailed information for regular staffing/parking as well as for the events including the name of event, for each lot.

A21. See Surface Lot Parking and Revenue posted with this Solicitation.

Q22. Can you provide a vehicle total for the last 12 months by facility and by month/day?

A22. See Surface Lot Parking and Revenue posted with this Solicitation.

Q23. Can you provide a full breakout of events, rate charged, amount collected, and vehicles parked for each event for the last 12 months, for each lot?

A23. See Surface Lot Parking and Revenue posted with this Solicitation.

Q24. Please provide a detailed monthly parking breakout with the number of parkers and current rate, for each lot.

A24. See Surface Lot Parking and Revenue posted with this Solicitation.

Q25. Are there any operating restrictions ie stacking the aisles, valet parking etc at any of the lots?

A25. No.

Q26. Can the lots be operated outside of the current operating hours ie nights/weekends/24-7 basis?

A26. Yes.

Q27. What are the operating hours and days for each lot?

A27. Lot 1 and 5 must be open during operating hours of hospital and convention center. Other lots by demand.

Q28. When was the last time the rates were increased and from what to what on each lot?

A28. Unknown

Q29. What is the term of the contract?

A29. The contract will be for a 1 year term with options to extend at the Authority's sole discretion.

Q30. What structural items have been addressed in the last 24 months. What structural items need to be addressed?

A30. None. Fencing and broken light posts could be addressed.

Q31. What type of equipment is being used? What is the age of it? What is the last 12 months of repairs for it? Will the equipment stay with the lots?

A31. The lots are operated manually. Existing equipment is non-functioning.

Q32. Can we install additional equipment?

A32. Yes.

Q33. Can we use the power on the lots for the equipment?

A33. Yes.

Q34. What items stay with the contract ie parking booth, equipment etc?

A34. Parking Booths are property of current operator. Equipment installed is not functioning but remains with property.

Lot 4, Block 389 has permanent booth which is property of CRDA
 Lot 3, Block 163 – Mississippi Ave booth belongs to CRDA, Georgia Ave lot belongs to current operator
 Lot 1 – Block 157 – Booth belongs to current operator

Q35. What items will be removed with the new contract?

A35. Parking Booths owned by current vendor may be removed.

Q36. Does the HVAC and Heat work in the booths?

A36. Portable AC units and space heaters. Lot 4 has bathroom facilities, HVAC and heat.

Q37. Which lots have booths and what is inside of them ie HVAC/Bathrooms/etc.?

A37. Lots 1, 3, 4 and 5 have booths. Lot 4 has heat, A/C and bathroom facility

Q38. Please provide detail on whose responsible for the following: Utilities, lighting replacement, bulb replacement. If the operator is responsible for this please provide the associated costs for the last 2 years and the item make, model and age of the item.

A38. See A3.

Q39. What was the last month's payment to the CRDA for the lots? Please detail each one.

A39.

No.	Block	Lot(s)	Fee Year 1
1	157	1-3, 34-39	9000.
2	157	11-20	2500.
3	163	13-39, 41, 50, 51, 68-71	1000.
4	389	1	200.
5	396	2, 5, 6, 7, 8, 10	10,500.
		Monthly License fee	23,200.

Q40. What was the last year's payment to the CRDA for the lots? Please detail each one.

A40.

No.	Block	Lot(s)	Fee Year 1
1	157	1-3, 34-39	\$ 108,000
2	157	11-20	\$ 30,000
3	163	13-39, 41, 50, 51, 68-71	\$ 12,000
4	389	1	\$ 2,400
5	396	2, 5, 6, 7, 8, 10	\$ 126,000
		Annual Revenue	\$ 278,400

Q41. What was the total revenues collected by the operator for the lots for last month? Please detail each one.

A41. See Surface Lot Parking and Revenue posted with this Solicitation.

Q42. What was the total revenues collected by the operator for the lots for last two years? Please detail each one.

A42. See Surface Lot Parking and Revenue posted with this Solicitation.

Q43. Are there any vendor service contracts that the operator will have to assume? If so, please detail.

A43. No.

Q44. Are we allowed to market to outside parkers to use the facility? Any restrictions?

A44. Yes, with approval of CRDA

Q45. Is there a storage area we can use for supplies? Please detail.

A45. No.

Q46. Is there a place to dump the trash for each lot? Please detail.

A46. Trash receptacles at each lot.

Q47. Are there any discounted daily or monthly rates on any of the lots? If so, please provide detail for each lot; the name of each group and or individual and their discounted rate.

A47. See A12..

Q48. What type of access control is in place for the monthly parkers on each lot?

A48. Unknown

Q49. What are the current rates on each lot?

A49. \$5-\$10 per day

Q50. Any restriction on signs?

A50. Signage in addition to existing signage must comply with land use regulations and be issued a Certificate of Land Use Compliance.

Q51. Why is this out to bid?

A51. The Authority has opted to seek new proposals rather than exercise its option to renew the current agreement.

Q52. What are the utility costs for each lot?

A52. See A3

Q53. Who is the current operator at each lot?

A53. B&B Parking

Q54. Is lot 5 the only parking lot that CRDA can designate with special usage? If not which other lots are subject to this? How is the operator compensated for the space lost?

A54. The Authority reserves the right to utilize any lot for Special Events. The manager is not compensated for the Authority's use of the lots.

Q55. Please provide the last 2 years of special designation use along with the number of spaces the CDRA required as well as any detailed information on operator offset for not having the ability to collect income for these spaces as the RFP requires a guarantee for spaces we might not have the ability to use.

A55. Information unavailable.

Q56. Can you provide the planned 2019 and 2020 and 2021 events along with anticipated attendance as well as staffing requirements and projected parking rates?

A56. Scheduled conventions are detailed at this web address <https://meetac.com/meet/ac/convention-center-calendar>
Dates for other citywide events are not available. Staffing would be at the discretion of the manager. Rates are approved by CRDA.

Q57. Can you provide the history for those events with the information asked above as well as the history of the parking i.e. number of vehicles each lot for each event, rates charged, and revenues reported?

A57. All available history is posted under the Solicitation. See Surface Lot Parking and Revenue posted with this Solicitation.

Q58. Are there any anticipated capital improvements needed at any of the lots within the next 3 years?

A58. CRDA is under the process of abandonment of the groundwater treatment system on Lot 5.

Q59. What type of vehicle counter mechanism is in place now at each lot?

A59. All lots function manually with attendant distributing tickets.

Q60. In reference to the RFP, page 20, section k- what type of licenses are required currently?

A60. Manager is responsible for determining all licenses required under City ordinances and CRDA Land Use Regulations.

Q61. Who is responsible for the snow removal on each lot?

A61. The manager.

Q62. Are there assigned subcontractors for snow removal on each lot? If so, will the operator be required to inherit any of the subcontractors?

A62. The manager is responsible for contracting to meet its snow removal obligations.

Q63. Do any of the lots require landscaping? If so, can you specify which ones and if they require any specific subcontractors?

A63. All existing landscaping should be maintained. Manager may hire its own subcontractors.

Q64. What is the base payment each month and each year for each lot?

A64.

No.	Block	Lot(s)	Fee Year 1
1	157	1-3, 34-39	9000.
2	157	11-20	2500.
3	163	13-39, 41, 50, 51, 68-71	1000.
4	389	1	200.
5	396	2, 5, 6, 7, 8, 10	10,500.
		Monthly License fee	23,200.

Q65. What are the current terms per lot?

A65. See A64. Current agreement expires 12/31/18.

Q66. Are there any incentive payments for any of the lots? If so, what are the terms for each?

A66. No.

The respondent is responsible to ensure that any changes necessitated by Addenda are accounted for and incorporated into the respondent's response to the RFP. All instructions, terms and conditions of the Contract Documents shall remain unchanged, unless expressly modified by the Authority.