



ADDENDUM # 6
RFP# FY 2015-2016-016
PARKING MANAGEMENT SERVICES

Please ensure you check the City's website for the latest addendum released for this project before your firm provides a response. Below find the link to the City's website: www.cohb.org/solicitations.

Firm must provide this form signed by an authorized officer of your firm to acknowledge receipt of ADDENDUM # 6 and provide with your firm's response.

Please find questions and answers below that are to be considered and addressed within your firm's response:

Question # 1:

The RFP states purchase of any capital improvements including parking meters, and pay and display, support vehicles and computer equipment. What type of capital improvements equipment? Need detail information in order to be able to price what this cost is.

Answer # 1:

The vendor will need to provide capital equipment to provide services: i.e., computer, vehicle, parking meters if needed. Vendor must look at their proposed solution and provide recommendations in their proposals.

Question # 2:

The RFP requires collection of monies and to account for all revenues collected from meters. Will the City be providing a space and/or room to count the collected revenues?

Answer #2:

No, it is expected for the vendor to have an office in Hallandale Beach to run his/her operations. Once monies have been collected and accounted for, they will be delivered to the Finance Department for deposit into the City's account.

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Question # 3:

The RFP requires the proposing firm to employ persons who are fully trained, competent and qualified with the skills and experience necessary to provide the services during the term of the Agreement. Who are these specific people that are required to be hired.

Answer #3:

The firm awarded the contract as a result of this RFP must provide all services required and outlined within the scope of work for the RFP. Firm is to determine the staff firm needs to hire in order to completely provide all services.

Question # 4:

The RFP states in the Minimum Qualification Requirement # 2 for the proposed manager to have five (5) years of experience. Is this General Manager the one that will be assigned to the Project for the City or the General Manager of the proposing firm?

Answer #4:

The request of experience for the General Manager refers to the assigned General Manager for this particular contract to the City of Hallandale Beach.

Question # 5:

Provide in detail the types of revenues the City is collecting by a: volume, b: type and c: lot/location.

Answer #5:

1. Ansin Municipal Parking Lot:

- a. Currently there are (20) 25ft spaces rented at \$100 per month; (32) 30ft spaces rented at \$110 per month; and (29) 40ft spaces rented at \$120 per month. Combined monthly revenue \$9,000.
- b. Vehicle Storage: All vehicles must have current vehicle registration and a lease agreement with the City. 137 parking spaces. 23 are for Police use and 1 space is for a city vehicle. There are 113 parking spaces to lease. Of the 113 spaces (32) are 25ft, (52) are 30ft, and (29) are 40ft spaces.
- c. Location: 310 Ansin Blvd

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2. North Beach Parking Garage/South Beach Parking Lot/Scavo Park:
- a. North Beach
 - i. Monthly transactions average: \$400 cash; \$3,300 credit card; total \$3,700.
 - ii. Parking garage consisting of 100 parking spaces, included 5 ADA spaces.
 - iii. 1111 South Surf Road

 - b. South Beach
 - i. Monthly transaction average: \$1,400 cash; \$6,000 credit card; total \$7,400
 - ii. Parking lot consisting of 111 parking spaces, included 6 ADA spaces.
 - iii. 1870 South Ocean Drive

 - c. Scavo Park
 - i. Monthly average transactions. \$120 cash; \$400 credit card; total \$520.
 - ii. Off the street parking with 5-10 metered parking spaces.
 - iii. 900 Three Islands Blvd

Question # 6:

What is the age of all of the City's parking equipment.

Answer #6:

According to Cale America, the company started monitoring the four units in early July of 2015.

Question # 7:

Payment Terms accepted by the City are e-payables. Is the awarded contractor going to receive a credit card from the city and who is that card issued to, the owner of the company, who? Can the City allow for any other type of payment such as wire payments?

Answer #7:

Payment accepted will be through e-payables.

1. The credit card would be obtained through the bank. The credit card will be issued under the business name. Payment will be through the e-payable system.

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2. Other than ePayables the other forms of payments include check, ACH, and wire transfer. If a contractor/vendor decides to use the ePayable system the benefit would be to receive the funds quicker. On the ePayables system the vendor will need to go to Vendor Self Service (VSS) at www.cohb.org/vendors and create a vendor profile. The City will notify SunTrust bank and inform them of the vendor information. The vendor is then responsible to contact SunTrust bank and the bank will explain the instructions on how to connect their credit card with the ePayables system.

Question # 8:

Can the city provide information on number of citation issued per year?

Answer # 8:

Parking citations issued per year: 2014 - 1679, 2015 - 1360

Question # 9:

Does the city have a preference on a 1 piece (with integrated printer) or 2 piece ticket issuance device?

Answer # 9:

Vendor is to provide recommendation based on best practices and economic feasibility. Recommendation should include the pros and cons of the proposed equipment.

Question # 10:

Would the city consider acquiring a prosumer device such as an Android based Smartphone or prefer an Android based Rugged IP65&68 rating mobile device with a bluetooth printer?

Answer # 10:

Vendor is to provide recommendation based on best practices and economic feasibility. Recommendation should include the pros and cons of the proposed equipment.

Question # 11:

Will the city manage its own wireless data plan?

Answer # 11

Yes.

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Question # 12

1. Does the City offer on street permits?
2. If so, what permits are offered and at what rate?

Answer # 12

1. The city does not currently offer a city-wide parking permit program.

Question # 13:

What Pay by Phone app is currently being used at the pay stations at North and South Beach Park?

Answer # 13:

The Way to Pay (WPP) application by Cale America.

Question # 14:

1. What single or double head meters are currently being used?
2. What payment options are accepted at any single or double head meters?
3. Do they accept pay by phone as well?

Answer # 14:

1. N/A
2. N/A
3. N/A

Question # 15:

Please provide a current list of all parking equipment, including garage and on street equipment. Is there any projected equipment the city would like to see.

Answer #15:

No equipment.

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Question # 16:

What is the age of all parking equipment? Including garage, meters, and pay stations.

Answer # 16:

Please see answer to question # 6.

Question # 17:

What are the current days and hours of enforcement for parking?

Answer # 17:

Parking enforcement is currently done as an ancillary duty by police officers, community service aides, and certain trained volunteers 24 hours a day, 365 days a year.

Question # 18:

1. Who handles parking enforcement outside of the specified days and hours for this contract?
2. Is there an option to extend enforcement hours?

Answer # 18:

See answer # 17, the Police Department and some trained fire prevention officers handle.

Question # 19:

How many enforcement officers patrol per day?

Answer # 19:

There are approximately 20 combined Police Officers and community service aides patrolling every 24 hours. This consists of two 11.5 hour shifts.

Question # 20:

1. Average # of parking citations issued per month?
2. Is there an increase in citations issued during "Season"?

Answer # 20:

The Police Department issues an average of 113 tickets per month during 2015. Yes there is an increase in parking. Citations increase during the high season.

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Question # 21:

What is the current collection rate of outstanding citations?

Answer # 21:

Collection rate date and date on the number of dismissals are not available.

Question # 22:

What is the current citation management company being used?

Answer # 22:

The Broward County Clerk of Courts handles City's parking citations and traffic citations.

Question # 23:

Can you provide a link to the current codes and ordinances for the city regarding parking?

Answer # 23:

City Code of Ordinances Chapter 28. See link below.

https://www2.municode.com/library/fl/hallandale_beach/codes/code_of_ordinances?nodeId=PTIICOOR_CH28TRMOVEBO

Question # 24:

1. Does the city have a relationship with a collection agency?
2. If so, what is the current % that the company takes in collection fees?
3. If there is no relationship can this be outsourced through a citation management company?

Answer # 24:

1. No.

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Question # 25:

1. Exhibit one- Page 10- Section 8-subsection letter F- describes company will be liable for any damage, lost, or accounted for equipment?
2. This pertains to just employees of the company and not damage or loss by the public?

Answer # 25:

1. See answer # 2.
2. Employees of the company. The City will reimburse the company for repairs and/or replacement due to damage/loss by the public.

Question # 26:

1. The RFP mentions valet at North Beach Park. Who currently operates the valet?
2. Is there an option once the contract is issued to add an addendum to operate the valet?

Answer # 26:

1. The valet at North Beach is operated by Hyde Beach Kitchen and Cocktails.
2. No

Questions # 27:

1. Does the contract include maintenance of the garages?
2. If so, would the city like to see two separate Pro Formas? One for the garage and one for the on street.

Answer # 27:

1. No, the City will maintain the garages
2. No

Question # 28:

Will the current on street enforcement vehicles be provided for use to the awarded firm?

Answer # 28:

No. This is part of the Capital purchases expected from the operator.

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Question # 29:

Will city provide a working capital to operator for purchases?

Answer # 29:

No.

Question # 30:

Any equipment that is purchased and installed, will it be reimbursed by the city to the operator?

Answer # 30:

Yes, only parking meters and associated equipment.

Question # 31:

1. Does the contract include the 137 spaces in the Boat and RV lot?
2. Is this part of the enforcement program?
3. Or will this continue to be operated by the public works/finance department?

Answer # 31:

1. Yes, in part.
2. Yes. In conjunction with city the contractor would coordinate the towing of unregistered and/or illegally parked vehicles.
3. The City will continue to bill the leasee's and process the collections.

Question # 32:

Are there any monthly parkers in the north beach garage?

Answer # 32:

The Fire Department and Ocean Rescue uses twelve (12) spaces for City Employee parking and Fire Department Parking only.

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Question # 33:

What are the current parking rates for the garage, pay stations, and meters?

Answer # 33:

\$1.25/HR for coins; Credit Card minimum of \$2.50 per transaction.

Question # 34:

Can installation of paystations be subcontracted through a vendor?

Answer # 34:

Yes, as long as vendor is satisfactory to the City.

Question # 35:

What is the age of the four Cale Parking Equipment pay stations in use at your facilities?

Answer # 35:

See answer to question # 6.

Question # 36:

Is the remote customer service support function (call button located on the Cale Equipment) provided to the City at a cost? If the City is asking the operator to include this in its annual budget, please advise the cost.

Answer # 36:

WebOffice \$75.00/Month; Help Desk \$500.00/Month; Way to Park (WPP) \$0.35/transaction.

Question # 37:

1. How is access the boat and trailer storage lot controlled?
2. Does each patron have a different code?
3. How is this lot presently being monitored to insure only paying patrons are using the lot?

Answer # 37:

1. Access to the Ansin Parking Lot is controlled by a pin code keypad located outside the front gate.
2. Each Lessee has a unique 4 digit passcode, which is programmed into the keypad by finance staff via a software program specific to the unit.
3. There are security cameras within the parking lot, which is monitored by the Police department. Also periodic checks are done by DPW staff to ensure that only Lessee's are parked in the facility.

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Question # 38:

1. Is there any type of maintenance agreement in place to provide repair services for the Cale Equipment?
2. If not, how is the maintenance of the equipment currently being handled?

Answer # 38:

1. None
2. Units are still under warranty until July 2016.

Question # 39:

Is the present arrangement with the mobile phone payment service, "Way to Park," something that can be changed to another provider if it means better pricing or better service to the City?

Answer # 39:

Yes.

Questions # 40:

What are the parking revenue collections for the last year, by location if possible?

Answer # 40:

See answer to question # 5.

Question # 41:

Will the City be providing a vehicle for use by the parking operator to handle the enforcement and money collections duties or is this an item you would ask the operator to provide as an operating expense in our budget?

Answer #41:

See answer to question #28.

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Question # 42:

The RFP encourages the operator to lease office space within the City. With leasing rates in the range of \$25 - \$26 per square foot in Hallandale Beach, even a modest office can cost in the range of \$10,000 per year. Since this would be an operating expense charged back each month to the City, will you be open to allowing the operator to use a small office or desk space within one of the City's buildings or lease this space for a reasonable rate?

Answer # 42:

No.

Question # 43:

In order to receive competitive responses for your RFP, it would help to have the City specify the minimum number of enforcement stops required per day and the minimum number of cash pickups required per week. Armed with this data each bidder will be providing a similar amount of labor in its responses.

Answer # 43:

Cash pickups are twice per week, Mondays and Fridays. However, selected operator will be on call for any issues that might arise with the equipment. Related to the stops per day, proposer is encouraged to provide response based on best practices and indicate reasoning behind response.

Question # 44:

Performance Bond: 100% of Contract Amount. Question: Is this 100% of annual contact amount or five years?

Answer # 44:

Annual contract.

Question # 45:

Office Lease. The City wants the selected contractor to lease office space within the City. Question: Will office lease be a reimbursable operating expense?

Answer # 45:

To be negotiated.

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Question # 46:

Lists of Terminated Contracts and Current Litigation. Page 32 of Scope of Services requires a list of parking management contracts that have been terminated within the past five years. Question: Since we operate approximately 4,000 locations nationwide, can this request be narrowed down geographically (i.e., to locations within Florida)?

Answer # 46:

Yes.

Question # 47:

Similarly, on the same page, it requires a list of all current litigation involving the company. Question: Can this be narrowed down geographically?

Answer # 47:

Yes.

Question # 48:

Legal Proceedings: Page 35, Section 11 requires lists of all arbitrations, lawsuits, NLRB and similar proceedings in the last five years. Questions: Can these requests be narrowed down geographically? And why is this broadening the scope of litigation requested on page 32? (Page 32 only asked for current litigation; page 35 is asking for all litigation filed in the last 5 years).

Answer # 48:

Please provide both for Florida.

Question # 49:

The City is expecting to pay the contractor via credit card. Question: Will the City agree to pay via EFT or Direct Deposit?

Answer # 49:

Payment will be through e-payables.

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Question # 50:

Will the City consider adding language for Contractor to terminate without cause, but with a longer notice period (i.e., 90 or 120 days)?

Answer # 50:

This is to be addressed when your firms' responses by stating your firms' requirement via the form found in Exhibit II page 15 Variances to specifications. This will be addressed if necessary with the awarded firm.

Question # 51:

Please define, in detail, what are the individual expense line items that are to be included in the Management fee.

Answer # 51:

As specified in Exhibit I, page 19, Management Fee Form, proposing firm must include all costs necessary for firm to provide the services required and outlined in the RFP. As stated on Exhibit I, page 33 item # 8. Pricing and Expected Operating Expenses, 1st paragraph, your firm may identify and provide a detailed breakdown of the management services (as being requested on the Management Fee Form) within this section/title of your firm's response.

If your firm wants to provide clarification and/or detail cost your firm must provide such as required and stated on Exhibit I, page 33. Item 8. Pricing and Expected Operating Expense, 2nd paragraph.

Question # 52:

The City makes mention of providing more than one pricing structure.

1. How will these be evaluated by the City?
2. Should alternative proposals use the same form?

Answer # 52:

1. The Management Fee proposed will be evaluated in accordance with the information and criteria stated in Exhibit I page 37.
2. No. If your firm wishes to present an alternate pricing solution your firm must do so in a separate price sheet.

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Question # 53:

Does the City want an annual operating expenses budget outlining the reimbursable expenses and a management fee which is only the profit to the operator?

Answer # 53:

Yes. See answer to question # 52.

Question # 54:

1. Does the City's meters currently take coins?
2. If so, how are those coins being counted today?

Answer # 54:

1. Yes.
2. Finance uses coin machine to count.

Question # 55:

Who will the City appoint as our contract manager?

Answer # 55:

Contract Manager will be an employee of the Procurement Department.

Question # 56:

Please clarify if a firm would be disqualified for not meeting the terms in Exhibit 3.

Answer #56:

No, Exhibit III provides proposing firms the ability to receive additional points if the proposing firm wishes to apply for Local Vendor Preference and/or Community Benefit Plan.

Question # 57:

Please define if there is a current amount of past due AR that would be the responsibility of the firm to collect on behalf of the City.

1. If so, please detail how these violations were issued and the amount outstanding.

Answer # 57:

1. The past due over 120 days delinquent is approximately \$21,000.

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Question # 58:

Please detail the number of events and or special events and locations required for staffing requirements.

Answer # 58:

Currently, we staff up the beach during Spring Break, Memorial Day weekend, last Saturday in June, 4th of July weekend, Labor Day weekend. We do not staff up parking at Scavo unless by special event permit (future anticipated need).

Question # 59:

Please provide any historical revenues within the past two years for the current operation.

Answer # 59:

Over the past two years the revenue received from the following locations are as follows...

1. Ansin Municipal Parking Lot: \$143,700
2. North/South Beach Parking Lots/Scavo Park: \$ 215,000

Question # 60:

Please detail any current marketing programs.

Answer # 60:

The City advertises the Ansin Municipal Parking Lot in the Hallandale Happenings. The current promotions is the first two months free.

Question # 61:

Please confirm the equipment type, age, and manufacture of the equipment the City currently owns that the firm will be entitled to use for this scope.

Answer # 61

Please see answer to question # 6.

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Question # 62:

1. Does the City have an existing contractual relationship with a preferred collections agency?
2. Or should the firm define their preference and cost outside of current practices?

Answer # 62:

1. No.
2. Yes.

Question # 63:

What is the current collection rate for all outstanding violations that are managed through the clerk of court and the police department?

Answer # 63:

The county court does not track collection rate, and cannot provide us the raw data by city to calculate a rate ourselves.

Question # 64:

How many citations are issued on average per month for the past year?

Answer # 64:

113 per month

Question # 65:

How many violations are over 90 days old?

Answer # 65:

This information is not available.

Question # 66:

What improvements to the current solution would Hallandale Beach like to see?

Answer # 66:

City is interested in implementation of best practices; proposal to include recommendations.

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Question # 67:

Number and revenue of parking tickets issued in 2015?

Answer # 67:

2015 - 1360 tickets issued for a total revenue of \$47,032.

Question # 68:

Number and revenue of parking tickets issued in 2014?

Answer # 68:

2014 - 1679 tickets issued for a total revenue of \$51,983.

Question # 69:

Total number and revenue of unpaid tickets in 2015?

Answer # 69

This data is not tracked by Broward County.

Question # 70:

Total number and revenue of unpaid tickets from 2014?

Answer # 70:

This data is not tracked by Broward County.

Question # 71:

How do you currently obtain registered name and address information?

Answer # 71:

We get vehicle registration information through police CJIS system utilizing either OSSI through our laptop computers or via police radio and our teletype system.

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Question # 72:

1. Do you mail delinquent violation notices?
2. If yes, how many each year?

Answer # 72:

Delinquent violations notices and collections are handled through Broward County Court. These information is not tracked.

Question # 73:

1. Does Hallandale Beach have a permit program?
2. Price and #'s for each type of permit?
3. How many permits total did you sell in 2015?
4. What was the total permit revenue in 2015?

Answer # 73:

1. No

Question # 74:

1. What percentage of tickets issued are via book?
2. Are you interested in having book tickets entered?

Answer # 74:

1. All parking citations are currently hand written from a book and entered by currently front desk staff.

Question # 75:

1. Number of persons assigned exclusively to issuing parking tickets?
2. Is this viewed as adequate or are there plans to grow this number?

Answer # 75:

1. No persons in police are assigned exclusively to parking citation enforcement. This is an ancillary duty of all police officers, community service aides, and certain trained police volunteers.

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Question # 76:

1. Percentage of in state resident's tickets vs out of state?
2. % of tickets for Canadian Plates?

Answer # 76:

1. Information not known.

Question # 77:

To clarify, this is a simple cost plus contract i.e. all operational costs plus the management fee is billed each month to the city and reimbursed to the company through the company invoice, correct?

Answer #77:

See Exhibit I, page 19 Management Fee Form for payment City will make to the awarded contractor. Read answer to question # 52.

Question # 78:

On the price sheet, we are to provide the management fee only for each year and not all projected operating costs and management fee for the given year, correct?

Answer # 78:

See answer # 51.

Question # 79:

What are the current schedules for enforcement (days of the week and hrs in each day. Example... M-F, 7a-10p)?

Answer #79:

Police personnel who can and do issue parking citations work 24 hours a day, 365 days a year.

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Question # 80:

What are the current collection routes each week (broken down to each day)?

Answer # 80:

City staff collect from North/South Beach parking lots, and Scavo Park twice a week. The four meters are all collected in the same day.

Question # 81:

1. Does the city own the Merchant ID's?
2. Will this continue under this contract?

Answer # 81:

1. Yes
2. Yes

Question # 82:

Is the city going to provide a bank account for deposits or is the company to provide the bank account?

Answer # 82:

Once revenues are collected, the operator will deliver to the City and the City will deposit in its bank account.

Question # 83:

If a company has been in business for 1 yr in Broward County, but not in Hallandale Beach, do they get any credit under the local preference program?

Answer # 83:

Read detail documents that must be provided for Hallandale Beach Local Vendor Preference found in Exhibit III pages 2-6.

Question # 84:

For the local office the company must have for the operation, are the costs associated with the office reimbursable or are they to be part of the company's management fee?

Answer # 84:

To be negotiated: see answer to question # 45.

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Question # 85:

Is it the intent of the city that the local office accept and process ticket payments at the office from patrons?

Answer # 85:

Provide recommendation based on best practice.

Question # 86:

Performance Bond--Is the bond to be 100% of the operational costs plus management fee for year 1 of the contract or 100% of the total costs for the initial 5 yr term?

Answer # 86:

See answer to question # 44.

Question # 87:

Proposal Bond-- Is the bond to be 10% of the management fee for year 1 of the contract or 10% of the costs for the initial 5 yr term?

Answer # 87:

One (1) Year.

Question # 88:

Please provide locations of the meters, RPP areas and Time Zone areas.

Answer #88:

I don't know what RPP stands for; Time Zone area is Eastern Standard Time; there are 4 pay parking stations in the City

- One at Scavo Park
- One at North Beach (in Garage)
- Two at South Beach Park

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Question # 89:

Are there any vehicles and/or enforcement tools tools/products that will be provided to the operator that is currently in use?

Answer # 89:

No.

Question # 90:

What are the current Residential Parking regulations now? Please provide the information.

Answer # 90:

This information is found in the City's Code of Ordinances Chapter 28.

Question # 91:

The rfp states the company shall furnish, install and maintain meters. Are the costs of furnishing meters reimbursable by the city?

Answer # 91:

Yes.

Question # 92:

Does the operator under this contract have any management responsibilities for the lot at 310 Ansin Blvd?

Answer # 92:

Yes.

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Questions # 93:

We are a company with XXXX years of experience in working with private companies and public entities helping them to improve their parking systems. We came into the Florida market in 2015 and at that time, we filed our company in Sunbiz. The RFP reads:

3. Years' in Business:

Proof of experience must be provided by providing a copy of the firm's Sunbiz. The Sunbiz for firm must show an incorporation date of five (5) years. The period of time to meet the five (5) years requirement must show a "date filed" of 2011 or earlier.

Would the city of Hallandale Beach accept proposals from companies filing 2012 or later but with more than five years of proven experience in out-of-state projects?

Answer # 93:

Addendum # 3 has revised the Minimum Qualification Requirement # 1. Found in Exhibit I, page 12. Minimum Five Years (5) Operating as the Primary Parking Facility Operator to three (3) years.

Question # 94:

Exhibit I page 4 indicates the type and number of spaces at North Beach parking facility. There are 44 valet only parking spaces:

1. Are these spaces going to be regulated as the others?
2. Are these spaces currently managed by any company?
3. Also the parking facility at 310 Ansin Blvd. is described. Is this facility going to be regulated as well?
4. In that case, are there any rates for parking inside the facility?
5. Is there any kind of permits (aside police spaces) or monthly rates for users?
6. How does The City collect these monies?

Answer # 94:

1. No
2. Yes, Hyde Beach
3. Yes
4. Yes
5. See answer # 5 above
6. See answer # 5 above

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Question # 95:

Exhibit I page 6 section e): “Maintain and manage traffic within certain residential areas by discouraging non-residents from parking on residential streets for extended periods of time”
We would like to know which are the “certain residential areas” indicated in that section.

Answer # 95:

We would like to discourage non-resident parking on Atlantic Shores Blvd., Three Islands Blvd., NE 12th ave., NE 14th Ave., Golden Isles Dr., Layne Blvd., Diplomat Parkway, and Diana Drive.

Question # 96:

Exhibit I page 6 General Services Required, section f) “Provide sufficient personnel to issue parking citations at a level of enforcement appropriate for the City of Hallandale Beach.” Is this service to be provided for the whole city or only at the regulated areas (North and South Beach)?

Answer # 96

Whole City.

Question # 97:

Exhibit I page 6 Parking Meter and Parking Enforcement section b) “Install and manage additional City-owned parking meters as instructed by the City. The City reserves the right to adjust the number of parking meters and spaces at its sole discretion.” We would like to know how many additional parking meters will have the contractor to install and manage along the contract.

Answer # 97:

Not known at this time.

Question # 98:

Exhibit I page 7 Parking meter and Parking Enforcement section e) “If directed by the City, develop a program of residential parking regulation, and issue residential parking permits.” Would be this program and issuance residential parking permits for the whole city? If not, we would like to know the scope of the service, the area to consider.

Answer # 98:

This would be area specific. However, the scope of work at this time is unknown: if directed by the City, it is expected the operator will provide a price estimate based on the established scope of work at the time.

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Question # 99:

Exhibit I page 7 Parking meter and Parking enforcement section f) “Enforce parking regulations relating to meters and other parking controls within Hallandale Beach.”
How many parking spaces must the provider control and do enforcement activities?

Answer # 99:

In addition to the parking spaces at North Beach, South Beach and Joseph Scavo Parks, enforcement activities will also include parking enforcement in residential areas and on-street parking within said areas.

Question # 100:

Exhibit I page 7 Parking meter and Parking enforcement section h) “Establish designated patrol routes for its enforcement officers. The City will provide the Company with adequate information regarding the location of meters and timed parking zones.”
Are the patrol routes only for the timed parking zones indicated in this RFP, North and South Beach parking facilities?

Answer # 100:

This is Citywide.

Question # 101:

Exhibit I page 7 Parking Meter and Parking enforcement section i): Do enforcement services have to be provided for the entire city?

Answer # 101:

Yes.

Question # 102:

Exhibit I page 7 Parking Meter and Parking enforcement section j) “Enforce parking regulations for special events, including festivals, events, weather emergencies, etc”
We would like to know last year agenda for special events (number of days that were considered as special event).

Answer # 102:

See answer # 58 above.

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Question # 103:

Exhibit I page 8 Collection monies and accounting (citations):

1. We would like to know the number of citations issued for the last three years and the total revenue collected.
2. Total of citations overdue 90 days for the last three years.
3. We would like to know the number of citations related to scowflaws for the last three years and the total revenue collected.

Answer # 103:

See answers stated above.

Question # 104:

Exhibit I page 9 Personnel Administration section c) "The Company will arrange for bonding of all personnel who handle monies at an amount acceptable to the City." What will be the amount that the City considers acceptable?

Answer # 104:

See Addendum # 5.

Question # 105:

We would like to know the total revenue for the last year and the actual year for the parking meters and the pay stations that are installed currently.

Answer # 105:

See answer # 5.

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Question # 106:

Exhibit I page 10 Towing services section a) "Use the City's towing contract with a City- wide towing fee set by the City Commission. The Company, as an agent for the City, is obligated to use the appropriate towing company" We would like to have a copy of the City's towing contract.

1. Will the fees for services be charged to the contractor or to the vehicle owner?
2. What would happen if there is a report for towing a vehicle and the car leaves the place before the tow truck arrives?
3. Will the contractor be charged for the fees?

Answer # 106:

1. The vehicle owner
2. There will be no towing;
3. The contractor will not be charged.

Question # 107:

Exhibit I page 10 Towing services section b) "Arranging towing and immobilization (booting) of vehicles". Does the vendor have to boot vehicles reported only by its own personnel or also by the police?

Answer # 107:

Both.

Question # 108:

Exhibit I page 11 Additional Services section c) "Weekend and special event parking enforcement focuses on ticketing violations such as obstructing traffic, parking in a no parking zone, obstructing fire hydrants, and arranging for towing of illegally parked vehicles" We would like to know what will be the schedule for regulated spaces and also if this sections includes all weekends of the year.

Answer # 108:

The police personnel and volunteers currently do parking enforcement on a continuous basis 24 hours a day. On weekends and special events, we may increase enforcement if parking is a concern; however, we do not dedicate staff solely to that task.

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Question # 109:

Exhibit I page 32 Background and Experience section e) Description of proposer's Financial stability and other resources that most adequately ensure the delivery of services acceptable to the City. How would like The City for the vendor to describe its financial stability?

Answer # 109:

Addendum # 3 revises this requirement. Please see Addendum # 3.

Question # 110:

Exhibit I page 33 Pricing and Expected Operating Expenses:

Are these fees the detailed of the price indicated in the Management fee offer or these fees are related to the Reasonable Operating Expenses indicated in page 11 section 13.

Answer # 110:

Firm must complete the Management Fee form found in Exhibit I page 19. Exhibit I pages 32-33, item 8. Pricing and Expected Operating Expenses contains two (2) paragraphs. Firms are asked to provide per the 1st paragraph to "Identify and provide a detailed breakdown of the fees charged to provide parking management services to the City. Fees should be listed both on a monthly and annual basis." This is the detail information that makes up the Management Fee form found on page 19. The 2nd paragraph of item 8. Pricing and Expected Operating Expenses states: "In an effort to minimize the cost to the City, Proposers are encouraged to outline more than one pricing structure for the City to evaluate. Some examples of alternative pricing structures may include revenue sharing, flat fee, and percentage based pricing." This is a separate page submittal that your firm must address. Then on Exhibit I page 11, Item 13. Reasonable and Operating Expenses the City is asking for: "The City will reimburse the Service Provider for all reasonable approved expenses as determined by the City. For this purpose, all salary increases for your staff must be preapproved by the City. Please identify your monthly reasonable expenses and provide a cost." To respond to this section your firm could provide the information within Item 8. Pricing and Expected Operating Expenses and label it "monthly reasonable expense and cost". Your firm is to addresses the information requested on page 11 somewhere within your response.

Question # 111:

Page 39 Exhibit I, Section "PROPOSAL BOND" says that each proposer must provide a Proposal Guarantee within the submission. This Guarantee must be 10% the amount of the Management Fee. Is it referring to the total Management Fee (Total years 1 to 5) or only 1 year management fee?

Answer # 111:

See answer # 44.

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I acknowledge receipt of Addendum # 6:

Company	
Name	
Title	
Signature of authorized officer of the firm	
Date	

Sincerely,



Andrea Lues, Director, Procurement Department