



Rhode Island Airport Corporation

January 8, 2016

**Addendum No. 01
Request for Proposals, Contract No. 26225
Management and Operation of the Public Parking Facilities
T.F. Green Airport**

Prospective Proposers and all concerned are hereby notified of the following changes in the Request for Proposals document for the **Management and Operation of the Public Parking Facilities at T.F. Green Airport - RFP No. 26225**. These changes shall be incorporated in and shall become an integral part of the contract documents.

1. The submission date has been extended to February 2, 2016 (1:00 p.m.)
2. The anticipated in-person interview date (if necessary) has been moved to February 11, 2016.
3. Attached is the sign-in sheet from the mandatory pre-proposal meeting
4. Attached is a new Attachment A. Please replace and use this as part of your submission.
5. Attached is a new Attachment C. Please replace and use this as part of your submission.

Jeffrey P. Goulart
AVP, Financial Administration

RHODE ISLAND AIRPORT CORPORATION

RFP No. 26225 T.F. Green Public Parking Facilities Mandatory Conference Attendance Sign-In January 5, 2016 1PM

Company Name: Executive Parking **Name:** Yasir Osman
Address: 93B Mill Street **Telephone:** 413-374-9446
City, State, Zip Springfield, MA 01108 **E-Mail:** yasir@execuparking.com

Company Name: LAZ Parking **Name:** Sean Woodbine
Address: 55 Dorrance Street, Suite 203 **Telephone:** 401-345-1292
City, State, Zip Providence, RI 02903 **E-Mail:** swoodbine@lazparking.com

Company Name: LAZ Parking **Name:** Cara Hyder
Address: 3 Copley Place, Suite 3202 **Telephone:** 617-275-5651
City, State, Zip Boston, MA 02116 **E-Mail:** chyder@lazparking.com

Company Name: LAZ Parking **Name:** Brian Haley
Address: 55 Dorrance Street, Suite 203 **Telephone:** 617-438-5139
City, State, Zip Providence, RI 02903 **E-Mail:** bhaley@lazparking.com

Company Name: Executive Parking **Name:** Yasser Hussain
Address: 93B Mill Street **Telephone:** 917-497-4362
City, State, Zip Springfield, MA 01108 **E-Mail:** yasserh@me.com

Company Name: Republic Parking System, Inc. **Name:** Chrys J. Howley
Address: 633 Chestnut Street, Suite 2000 **Telephone:** 423-756-2771
City, State, Zip chattanooga, TN 37450 **E-Mail:** Cchowley@republicparking.com

Company Name: SP+ Airport Services **Name:** Bob Reiser
Address: 1301 E. 9th Street #1050 **Telephone:** 216-802-6651
City, State, Zip Cleveland, OH 44114 **E-Mail:** rreiser@spplus.com

Company Name: SPPLUS Airport Services **Name:** Michael collins
Address: 1001 Westbrook Street **Telephone:** 207-564-7952
City, State, Zip Portland, ME 04102 **E-Mail:** macollins@spplus.com

Company Name: SPPLUS
Address: 2000 Post Road
City, State, Zip Warwick, RI 02886

Name: Bruce Warren
Telephone: 401-737-7275
E-Mail: bwarren@spplus.com

Company Name: New England Parking, LLC
Address: 2000 Financial Plaza
City, State, Zip Providence, RI 02903

Name: R. H. Goff, Jr.
Telephone: 401-556-9397
E-Mail: neparkginc@aol.com

Company Name: Interflight Parking
Address: 120 S. 6th Strfeet #2005
City, State, Zip Minneapolis, MN 55401

Name: John Bartzen
Telephone: _____
E-Mail: jbartzen@interstateparking.com

Company Name: Air Serv Corporation
Address: 5517N Cumberland Avenue, Suite 906
City, State, Zip Chicago, IL 60656

Name: Paul Shira
Telephone: 773-459-7559
E-Mail: pshira@airservcorp.com

Company Name: ABM parking Services
Address: 1459 hamilton Avenue
City, State, Zip Cleveland, OH 44114

Name: Alan Kraemer
Telephone: 412-802-5683
E-Mail: alan.kraemer@abm.com

Company Name: Air Serv Corp.
Address: 1050 Arbor Tech Drive, Suite E
City, State, Zip Hebron, KY 41048

Name: Gary Schmidberger
Telephone: 859-466-1405
E-Mail: gary.schmidberger@abm.com

Company Name: Executive Parking
Address: 930 Mill Street
City, State, Zip Springfield, MA

Name: Eric Cassidy
Telephone: 413-297-3772
E-Mail: ecassidy@execuparking.com

Company Name: Valet Park of America
Address: 185 Spring Street
City, State, Zip Springfield, MA 01105

Name: David Deltatto
Telephone: 413-827-8916
E-Mail: ddeltatto@valetparkofamerica.com

Company Name: Valet Park of America
Address: 185 Spring Street
City, State, Zip Springfield, MA 01105

Name: Ted Chagnon
Telephone: 413-827-8916
E-Mail: _____

ATTACHMENT A – Routine and Preventative Maintenance Schedule

Firm submitting proposal: _____

Signature of Preparer: _____

This schedule is intended to serve as a guide for establishing a routine and preventive maintenance program for parking facilities at T.F. Green Airport. Proposers must use this form in its entirety, but may modify, by adding individual elements, based on their experience in managing similar parking facilities. However, if elements are added to the schedule then minimum frequencies for inspection and/or maintenance must be identified along with anticipated costs. If a particular item requires more attention, it is the responsibility of the Operator to perform routine and preventive maintenance more often. The Operator is to contact RIAC for assistance if questions arise in performing routine and preventative maintenance on for any and all elements of the schedule. In addition to this schedule, the Operator is required to follow the recommended preventative maintenance procedures of any vendor or supplier, including the maintenance schedule provided by the Revenue Control System supplier (including software updates). If awarded the Agreement, the Operator must include the schedule, or a negotiated revision of the schedule, in the Parking Operations Manual to be maintained on-site. Accurate logs of routine and preventive maintenance activity must be kept on-site and will be subject to audit by RIAC. In the blank spaces listed below, list the dollar cost for performing each task. Annualize the frequency listed (daily, weekly, etc.) when determining each line item cost.

Task	Frequency	Unit Cost	Annualized Cost
<u>Cleaning</u>			
Sweeping: localized	_____	\$ _____	\$ _____
Sweeping: all areas including curbs	_____	\$ _____	\$ _____
Sweeping expansion joints:	_____	\$ _____	\$ _____
Empty trashcans:	_____	\$ _____	\$ _____
Restrooms: floors, fixtures	_____	\$ _____	\$ _____
Restrooms: walls	_____	\$ _____	\$ _____
Cashier Booths: floors, fixtures, windows	_____	\$ _____	\$ _____
Cashier Booths: non-glass walls	_____	\$ _____	\$ _____
Elevators: floors, tracks, walls, doors	_____	\$ _____	\$ _____
Stairways: steps, landings, doors	_____	\$ _____	\$ _____
Lobbies and Office: floors	_____	\$ _____	\$ _____
Lobbies and Office: windows	_____	\$ _____	\$ _____
Washing parking floors	_____	\$ _____	\$ _____
Cleaning lobby walls (min.)	_____	\$ _____	\$ _____
Interior signs and graphics	_____	\$ _____	\$ _____
Lighting fixtures	_____	\$ _____	\$ _____
Parking Control Equipment	_____	\$ _____	\$ _____
Overhead pipes, ducts	_____	\$ _____	\$ _____
Storage and mechanical rooms	_____	\$ _____	\$ _____
Interior walls	_____	\$ _____	\$ _____
Doors and Hardware Checks	_____	\$ _____	\$ _____
Lubricate: knobs, locks, hinges	_____	\$ _____	\$ _____
<u>Elevators</u>			
Check for normal operation	_____	\$ _____	\$ _____
Check indicator lights	_____	\$ _____	\$ _____

ATTACHMENT A (continued) – Routine and Preventative Maintenance Schedule

Task	Frequency	Unit Cost	Annualized Cost
<u>HVAC</u>			
Check for proper operation Ventilation System	_____	\$ _____	\$ _____
Check fan operation	_____	\$ _____	\$ _____
<u>Hardware Inspection</u>			
Check for rust spots or peeling of paint on doors, hardware, walls, ducts, exposed pipe, conduits and other surfaces	_____	\$ _____	\$ _____
<u>Power Wash (if applicable)</u>			
All parking spaces, prior to line striping	_____	\$ _____	\$ _____
<u>Snow & Ice Removal/Sanding</u>			
All Surface Lots:	_____	\$ _____	\$ _____
Sidewalks/Walkways:	_____	\$ _____	\$ _____
Garages (Roof Decks and Ramps):	_____	\$ _____	\$ _____
<u>Safety/Security Systems</u>			
Intercom: check operation	_____	\$ _____	\$ _____
Check fire extinguishers	_____	\$ _____	\$ _____
Check exit lights	_____	\$ _____	\$ _____
Fire extinguishers (inspect)	_____	\$ _____	\$ _____
<u>Revenue Control</u>			
Check journal tape supply	_____	\$ _____	\$ _____
Check readability of tickets	_____	\$ _____	\$ _____
Check ticket supply	_____	\$ _____	\$ _____
Check operation of remote fee display	_____	\$ _____	\$ _____
Verify time	_____	\$ _____	\$ _____
Preventative maintenance & upgrades	_____	\$ _____	\$ _____
Check for proper intercom operation	_____	\$ _____	\$ _____
<u>Plumbing System</u>			
Check fixtures for proper operation	_____	\$ _____	\$ _____
Check sump pump operation	_____	\$ _____	\$ _____
Check ramp and floor drains	_____	\$ _____	\$ _____
Check pipes for visible leaks	_____	\$ _____	\$ _____
<u>Landscaping</u>	_____	\$ _____	\$ _____
<u>Other</u>			
1.	_____	\$ _____	\$ _____
2.	_____	\$ _____	\$ _____
3.	_____	\$ _____	\$ _____

TOTAL ANNUAL COST, July 1, 2016 through June 30, 2017 (FY 2017): \$ _____

(Insert this total for the first year's maintenance costs on Line 10 of Attachment C. Fill in maintenance costs for Years Two through Five on Attachment C based upon first year costs plus an inflation rate to be proposed by Operator.)

END OF ATTACHMENT A – Routine and Preventative Maintenance Schedule

ATTACHMENT C – Management Fee and Expenses Proposal Price Summary Sheet
 (Use Worksheet on following pages for guidance in completing this Proposal Price Summary Sheet)

Firm submitting proposal: _____

Signature of Preparer: _____

Proposed Annual Inflation Rate _____ %
 (To be used to calculate prices in FY '18, FY '19, FY '20, and FY '21.
 RIAC Fiscal Years begin July 1 of each calendar year.

Annualized Proposal Price Submitted

	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021
1. Management Fee	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
2. Salaries and Wages	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
3. Payroll Taxes	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
4. Benefits	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
5. TOTAL Staffing Cost	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
6. Insurance	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
7. Uniforms	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
8. Revenue Control System	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
9. Supplies	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
10. Maintenance	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
11. Shuttle Bus	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
12. Armored Car	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
13. Telephone	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
14. TOTAL Expenses	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
15. GRAND TOTAL (Excluding Projected Cost to Revenue Control System, Line 8)	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____

END OF ATTACHMENT C - Management Fee and Expenses Proposal Price Summary Sheet