



**February 10, 2015**

**Addendum 3**

**RFP# 7549232**

**TITLE: RI STATE BEACH PARKING MANAGEMENT SERVICES**

**SUBMISSION DEADLINE: Tuesday, February 17, 2015, 2:00 PM (ET)**

**Attached below are:**

- **Answers to all questions received by the 1/28/2015 deadline.**
- **Revised Attachment A, Management Fee Proposal**
- **Corrected Exhibit D, 2015 Payment Schedule**
- **Copies of vendor sign-in sheets from both pre-bid tours**

**NOTE: The original Attachment A, Management Fee Proposal, is hereby deleted. All proposals should use the Revised Attachment A, below.**

**NOTE: The original Exhibit D, 2015 Payment Schedule, first page only is hereby deleted and replace by Corrected Exhibit D, 2015 Payments, below.**

## Answers to Questions- RFP 7549122

Received by Questions deadline of 1/28/2015 at 4:00 PM.

1. Are booths metered separately from lighting on lots?  
**ANSWER: Yes all booths have their own metering and are NOT connected to area lighting**
2. Has there been any past issue in getting wired internet/telephone service to the booths?  
**ANSWER: No issues in the past, Cox was the last provider of service**
3. Is there any prescribed format by the State for gift certificates? Also, how are gift certificates to be distributed and sold?  
**ANSWER: Gift certificates are sold out of RI State Park Headquarters in the denominations for season passes only. The gift certificate is then given to the booth attendant to be redeemed for the denomination of the gift certificate. We retain a copy in our office of the gift certificate when sold; the other copy that is received at the booth will be turned into our office for financial reconciliation on a monthly basis.**
4. What credential must be provided by parkers as proof of residency? In other words, should any documentation beyond vehicle license plate be required?  
**ANSWER: Residency is based solely on registration of the vehicle so no other proof beyond vehicle license plate is required. Exception to this rule is military personnel (See RFP, pg. 14)**
5. Please clarify the Management Fee Structure. Attachment A states "Management Fee to be paid to the State of Rhode Island by the Vendor, in dollars." Is the intent to state "Management Fee to be Retained by the Vendor" as per Exhibit E?  
**ANSWER: Yes. There is no management fee to be paid to the State- this is an error. See answer to question 63 below. After the bid has been awarded, Exhibits D, E, F & G will be updated to reflect the actual amount the successful bidder is to retain before the wire transfer of the remaining gross revenue.**
6. Please indicate all days when no fee is to be charged for entry - only Governor's Bay Day and Blessing of the Fleet (Salty Brine)?  
**ANSWER: At this time, those are the only two days that have been scheduled. As stated on page 15 of the RFP, Salty Brine will be available later in the day for the collection of parking fees.**
7. Per Section 11 (B) #7, is there any credential that must be presented by food concession employees, state vehicles, etc. as listed? Is it up to the onsite staff to determine if purpose is for work related reason?

**ANSWER: Yes, all state employees will receive an employee pass and the concession workers will receive a concession pass.**

8. Will the Vendor have the ability to issue a violation or notify police to issue a violation for vehicles not parked entirely within striped spaces?

**ANSWER: NO, the state park employee will notify State Environmental Police offers that will issue a ticket or tow the car. We also have a sound system that covers the whole beach so we can make announcements as well. It is also the responsibility of the vendor to have staff in the parking lots parking vehicles to make sure they are parked correctly.**

9. In general, what is the advance notice period when the State may deem a facility to be closed?

**ANSWER: The only reason we will deem the beach closed for entrance fees are for extreme weather conditions. This call is coordinated between managers of the vendor and Park staff early in the morning.**

10. Please confirm that all Passes and Gift Certificates are to be sold by State and not Vendor.

**ANSWER: YES, all beach pass gift certificates will be sold at the RI State Parks Headquarters.**

11. The utilities are the responsibility of the successful vendor. Please confirm that all cashier booths are equipped with electricity, internet and phone outlets? If not, is the successful vendor permitted to install as needed to aid in operations? Please confirm there is functioning internet access at each Facility at the entrance booths, and said connection is viable throughout the entire parking area at each Facility. Please indicate the following at each Facility: (1) internet service provider; (2) connection(s) is/are Wi-Fi and/or hard wired; (3) speed of the internet connection, up and down; and (4) how often in the past three-year period, the connection has been down for a period of 15 minutes or greater.

**ANSWER: All booths have the necessary connections for all utilities.**

12. Is there a secure office area, dedicated to the parking operations for the purpose of reconciling revenue, deposit preparation, and employee record storage? Or will the successful vendor need to procure a space?

**ANSWER: No, there is no office space. The successful vendor will be given a location for an office trailer if needed.**

13. Will all operators including incumbent be required to provide brand new equipment?

**ANSWER: All vendors will need to provide equipment that will adhere to the requirements of the contract.**

14. Any history on number of dates beaches were closed due to water quality?

**ANSWER: There are usually one or two days per year at Scarborough Beach, very rarely any other beach or additional days.**

15. Is power, data/IT lines available in each booth?

**ANSWER: YES**

16. What was the percentage of cash vs. credit card in prior 2 years?

**ANSWER: Information not available.**

17. What was the 2014 parking revenue and car count? This was omitted from RFP.

**ANSWER:**

| <b>Year</b> | <b>Attendance</b> | <b>Gross Revenue</b> |
|-------------|-------------------|----------------------|
| 2010        | 236,316           | 2,777,480.43         |
| 2011        | 278,122           | 3,321,683.90         |
| 2012        | 326,320           | \$4,021,261.75       |
| 2013        | 278,831           | \$3,671,427.96       |
| 2014        | 308,780           | \$3,777,931.45       |

|                         | May-2014             | Jun-2014               | Jul-2014               | Aug-2014             | Sep-2014            |
|-------------------------|----------------------|------------------------|------------------------|----------------------|---------------------|
| Charlestown Breachway   | \$ 14,227.00         | \$ 44,301.00           | \$ 28,674.00           | \$ 19,362.00         | \$ 420.00           |
| East Beach              | \$ 13,441.00         | \$ 52,744.00           | \$ 37,649.00           | \$ 30,993.00         | \$ 1,063.00         |
| East Matunuck           | \$ 28,655.00         | \$ 177,655.00          | \$ 138,616.00          | \$ 84,253.00         | \$ 1,361.00         |
| Johnston (Office Sales) | \$ 60,910.00         | \$ 31,580.00           | \$ 5,530.00            | \$ 10,240.00         | \$ -                |
| Misquamicut             | \$ 66,235.00         | \$ 368,320.30          | \$ 461,416.15          | \$ 371,978.00        | \$ 7,211.00         |
| Roger Wheeler           | \$ 35,385.00         | \$ 238,512.00          | \$ 232,088.00          | \$ 149,079.00        | \$ 2,214.00         |
| Salty Brine             | \$ 15,215.00         | \$ 45,965.00           | \$ 23,107.00           | \$ 15,388.00         | \$ 349.00           |
| Scarborough North Lot1  | \$ 36,671.00         | \$ 203,692.00          | \$ 198,617.00          | \$ 163,495.00        | \$ 2,703.00         |
| Scarborough North Lot2  | \$ 2,500.00          | \$ 10,862.00           | \$ 17,241.00           | \$ 7,206.00          | \$ -                |
| Scarborough South       | \$ 11,902.00         | \$ 102,734.00          | \$ 137,599.00          | \$ 67,705.00         | \$ 868.00           |
| <b>TOTAL FEES:</b>      | <b>\$ 285,141.00</b> | <b>\$ 1,276,365.30</b> | <b>\$ 1,280,537.15</b> | <b>\$ 919,699.00</b> | <b>\$ 16,189.00</b> |

18. What is revenue breakdown by month?

**ANSWER:**

19. How many beach passes sold in May 2014?

**ANSWER:**

| Location                     | Date By Month | Resident Season | Non-Resident Season | Resident Senior Season | Non-Resident Senior Season | Bus Season | GC Sold | GC Redeemed |
|------------------------------|---------------|-----------------|---------------------|------------------------|----------------------------|------------|---------|-------------|
| <b>Charlestown Breachway</b> | May 2014      | 68              | 38                  | 65                     | 36                         | 0          | 0       | 15          |
| <b>East Beach</b>            | May 2014      | 47              | 52                  | 11                     | 22                         | 0          | 0       | 5           |
| <b>East Matunuck</b>         | May 2014      | 238             | 49                  | 128                    | 34                         | 0          | 0       | 15          |
| <b>Johnston Office</b>       | May 2014      | 0               | 0                   | 0                      | 0                          | 0          | 966     | 0           |
| <b>Misquamicut</b>           | May 2014      | 194             | 153                 | 80                     | 85                         | 0          | 0       | 27          |
| <b>Roger Wheeler</b>         | May 2014      | 325             | 56                  | 147                    | 16                         | 0          | 0       | 28          |
| <b>Salty Brine</b>           | May 2014      | 101             | 21                  | 102                    | 25                         | 0          | 0       | 9           |
| <b>Scarborough North</b>     | May 2014      | 253             | 60                  | 175                    | 38                         | 0          | 0       | 21          |
| <b>North Overflow</b>        | May 2014      | 20              | 6                   | 9                      | 5                          | 0          | 0       | 3           |
| <b>Scarborough South</b>     | May 2014      | 72              | 15                  | 35                     | 10                         | 0          | 0       | 5           |

20. Are we to assume that at the end of the 4 year contract, the vendor is responsible for removal of all parking equipment if not the successful bidder for the next contract?  
**ANSWER: Yes, please refer to page 24 of the RFP; subsection C, Titled “Surrender of Facilities”.**
21. Are we to assume there will be no parking equipment other than booths at all facilities?  
**ANSWER: The gate boxes and booths will remain.**
22. Is there data cabling along with telephone lines at all booths? Can Cox and or Verizon access these lines to provide the vendor with internet?  
**ANSWER: Yes, Cox Communications was the last vendor.**
23. When would the successful bidder be notified of the bid award?  
**ANSWER: Within one month, depending on the review process.**
24. What vendor has provided the State / Pro Park season passes (Decals) in previous years?  
**ANSWER: Moore Wallace Printing supplied season passes for the last several years.**
25. When the season passes are presented at the gate, does the vendor record the barcode number and is the vendor to provide a card reader type of device to read the pass and record the pass and also open the gate?  
**ANSWER: Yes, this is a responsibility of the vendor.**
26. Are there applications or any other paperwork affiliated with season passes? Other than at the Beaches, where have season passes been sold in previous years? Were they sold in April?  
**ANSWER: Season passes have only been sold at the beaches in the past. The gate attendant needs to take the vehicle registration information and driver information for future use if needed.**
27. Will the previous vendor Pro-Park be responsible to procure all new equipment?  
**ANSWER: All vendors will need to provide equipment that will adhere to the requirements of the contract.**
28. The dates on Exhibit D – 2015 Payment schedule for weeks 13 and 14 appear to be incorrect. Shouldn't they read week 13 – August 8, 2015 and week 14 August 15, 2015?  
**ANSWER: YES. Please see Corrected Exhibit D below.**
29. Does the state own the current equipment, and what is the vendor requirement for providing equipment?  
**ANSWER: The State of Rhode Island does not own any equipment that may have been previously used for fee collection. The vendor will supply all necessary revenue control equipment. Page 18 of the solicitation has a list which includes, but is not limited to the necessary equipment.**

30. Does the current system allow fee payments by telephone?

**ANSWER: The previous systems did not offer or allow fee payments by telephone or internet.**

31. Were beach rates increased in 2010?

**ANSWER: No, the rate increase began on July 1, 2011.**

32. If so, what were the rates increased from?

**ANSWER:**

| <b>WEEKDAY RATE</b>         | <b>FROM</b> | <b>TO</b> |
|-----------------------------|-------------|-----------|
| Resident                    | \$6.00      | \$10.00   |
| Resident Senior             | \$3.00      | \$5.00    |
| Non-Resident                | \$12.00     | \$20.00   |
| Non-Resident Senior         | \$6.00      | \$10.00   |
| <b>WEEKEND/HOLIDAY RATE</b> | <b>FROM</b> | <b>TO</b> |
| Resident                    | \$7.00      | \$14.00   |
| Resident Senior             | \$3.50      | \$7.00    |
| Non-Resident                | \$14.00     | \$28.00   |
| Non-Resident Senior         | \$7.00      | \$14.00   |
| <b>SEASON PASSES</b>        | <b>FROM</b> | <b>TO</b> |
| Resident                    | \$30.00     | \$60.00   |
| Resident Senior             | \$15.00     | \$30.00   |
| Non-Resident                | \$60.00     | \$120.00  |
| Non-Resident Senior         | \$30.00     | \$60.00   |

33. Can the State change the rates at its sole discretion? Has the State projected any price increases for Daily and/or Beach Pass Fees during the proposed term of operation of the Facilities? How would that impact the guaranteed revenues from the parking vendor?

**ANSWER: Yes, the state reserves the right to modify the rates (see RFP page 13, Section 11, Subsection A (1) ), subsequent to promulgation of regulations and public hearings. There is no indication that the fees will be increased during the term of the Agreement. However, if the rates were modified the parking vendor would be responsible for updating the signs and fee system to reflect these changes.**

34. Does the vehicle count provided include season pass parking or just daily parking?

**ANSWER: The vehicle count includes the following:**

- a. Daily Paid Transactions (Day Parking and SP Purchase)
- b. RIPAE
- c. Disability
- d. Camper
- e. Season Pass Scan

35. If the vehicle count includes permits, can you please provide the number of permits sold each year?

**ANSWER: 2011 totals are higher due to customers purchasing their passes before the rate increase on July 1, 2011.**

| Month<br>Season Passes Sold<br>+ GC Redeemed | SEASON<br>PASS<br>Resident<br>(QTY) | SEASON<br>PASS<br>Non-<br>Resident<br>(QTY) | SEASON<br>PASS<br>Resident<br>Senior<br>(QTY) | SEASON<br>PASS<br>Non-<br>Resident<br>Senior<br>(QTY) | SEASON<br>PASS<br>Bus (QTY) | SEASON<br>PASS<br>Total Issued<br>(QTY) |
|--|-------------------------------------|---|---|---|-----------------------------|---|
| 2011   | 18,697                              | 4,816                                       | 4,160   | 1,329   | 23                          | 29,025                                  |
| 2012   | 11,999                              | 2,978                                       | 3,288   | 1,134   | 31                          | 19,430                                  |
| 2013   | 11,578                              | 2,605                                       | 3,233   | 1,124   | 17                          | 18,557                                  |
| 2014   | 11,993                              | 2,632                                       | 3,460   | 1,273   | 24                          | 20,532                                  |

36. If the State takes away spaces, will the parking vendor be entitled to any reduction in the guarantee?

**ANSWER: No; there is no guarantee.**

37. Will the parking vendor be financially responsible for uninsured Acts of God (hurricane/weather) for the booths and parking equipment?

**ANSWER: Please see RFP page 19-20, subsection I. Maintenance of Entrance Booths and Equipment.**

38. Beach Closures – in the past there were potential and actual beach closures due to weather at Scarborough Beach. Is this the same for this contract and if so, please describe?

**ANSWER: Please see RFP page 17, subsection E. Hours/Days of Operation**

39. Page 6 of the RFP, item 8e. states that the contractor shall pay all deductibles. Can you please confirm that this is the case and that there will be no allowable insurance deductibles which can be passed through as operational expenses outside of the annual price bid for management of the Beaches account?

**ANSWER: Correct, the contractor shall pay all deductibles.**

40. Attachment A calls for a management fee proposal noted as “total compensation”. Can you please confirm that this is correct and that the selected operator will be paid a fixed annual amount equal to the number submitted on Form A, and that this will be the only amount that the selected vendor will be reimbursed for during the term of the contract?

**ANSWER: Yes, the selected vendor will be paid, as total compensation for managing the Division’s beach parking facilities, a fixed, annual Management Fee proposed by the vendor on Attachment A, page 12 of the RFP.**

41. Section 10 (Payments) of the RFP speaks to the parking vendor collecting all revenues in a vendor controlled account with weekly wire transfers being sent to the State. Can you confirm that banking will be through a vendor paid and managed account?

**ANSWER: Yes, please see page 20, subsection L. Bank Account and Daily Receipts.**

42. Can you also confirm that the cost of all parking equipment and software needed in the management of these properties (including the requirements for web based reporting detailed under section H on page 19) are the responsibility of the parking vendor and that the cost of this equipment should be factored into our Attachment A figures?

**ANSWER: Yes**

43. Item 5 on page 14 of the RFP states “No Fee shall be charged for re-entry on the same day the parking fee is paid.” Can you please confirm that in/out privileges are allowed under this contract?

**ANSWER: Yes, RFP subsection B (5) page 14, states, “...re-entry is allowed if patron’s receipt is signed by vendor supervisor or Division manager”.**

44. Section D, Page 16, of the RFP states that staffing of all entrance booths at all facilities is a required responsibility. Can you please confirm that all booths at all sites must be staffed at all times during business hours and that partial openings on days expected to produce lower numbers of visitors is not acceptable?

**ANSWER: It is mandatory that two staff personnel are assigned to each booth on weekends and holidays throughout the summer as well as forecasted days when high temperatures will result in the increase of patron visitation to seek relief. It is also mandatory for the vendor to have a minimum of two field parkers at ALL locations to effectively park visitors. The State expects maximum utilization of the spaces of the parking lots and fields that have been delegated at each location. Effectively managing the lots especially when full to facilitate additional cars in stacking lanes is imperative.**

45. This same section also mentions the requirement to have adequate personnel on hand to ensure that parkers park within the designated lines. Can you please elaborate on this requirement as some of these locations appear to be very large with not all spaces being visible from the booth area? Are vendors also required to staff personnel within the lots to direct traffic, and if so how many employees and at which sites?

**ANSWER: It is mandatory that two staff personnel are assigned to each booth on weekends and holidays throughout the summer as well as forecasted days when high temperatures will result in the increase of patron visitation to seek relief. It is also**

**mandatory for the vendor to have a minimum of two field parkers at ALL locations to effectively park visitors. The State expects maximum utilization of the spaces of the parking lots and fields that have been delegated at each location. Effectively managing the lots especially when full to facilitate additional cars in stacking lanes is imperative.**

46. Section F, page 18, of the RFP (item 2) mentions the requirement to re-stripe all facilities at the vendors cost each year. Can you please confirm this requirement, as this will be a large annual cost, based on the number of spaces detailed in the RFP?

**ANSWER: Yes, per RFP, page 18, subsection F. Parking Facilities, the vendor is responsible for all costs associated with relining the parking spaces on an annual basis.**

47. Section G, page 18 of the RFP details the revenue control equipment requirements. This section details the items which must be paid for by the vendor and also mentions the requirement to update software as advances in technology expand. Can you please confirm whether or not the cost for updates to the software, either for new technology or for ongoing PCI DSS Compliance, will be reimbursed by the State?

**ANSWER: All costs associated with revenue control equipment are the responsibility of the vendor with no reimbursement from the state.**

48. Section I, page 19, of the RFP states that the vendor will be responsible for repair or replacement of the booth roofs, the windows, and the sliding doors, in addition to the requirement to replace damaged gate housings. This section goes on to state that the Division will only be responsible for booth or other replacement in the event that a weather disaster is “named”. Can you confirm that in the event of an un-named weather event (microburst, flooding, etc.) the vendor will be responsible for replacement of the existing booths and equipment as it is impacted?

**ANSWER: The vendor will be required to repair any damage to the booths, roofs, windows, sliding doors and gate housings that may be caused by the vendor and/or general use. The State will repair or replace weather related damage that is caused by storms that are extreme and causing major damage throughout the area. The State will not replace vendor equipment lost during such occurrence.**

49. Section C, page 23, of the RFP (Item 2) states the following: “The DIVISION may cancel and terminate the AGREEMENT and repossess the FACILITIES with or without process of the law and without liability.” Can you please explain the process by which vendors will be reimbursed for their up-front equipment purchases in the event that the State does terminate services before the full 4 year term is complete?

**ANSWER: Vendors are required to furnish all appropriate equipment as per the solicitation. The State will entertain a section in the project agreement to amortize the cost of the equipment over the life of the contract; if the contract is terminated after one of four years, the State will reimburse three-quarters of the cost of the equipment, as documented before the execution of the agreement, and half and one-quarter after two and three years duration, respectively.**

50. Field parkers are a requirement at some or all locations. Can you please confirm that this requirement is in addition to the staffing requirement for cashiers manning the entry/exit lanes? Considering the number of control booths and the field parkers, and any other requirements, in order to estimate the number of staff, which varies by location, can DEM specify the staffing minimums by location?

**ANSWER: It is mandatory that two staff personnel are assigned to each booth on weekends and holidays throughout the summer as well as forecasted days when high temperatures will result in the increase of patron visitation. It is also mandatory for the vendor to have a minimum of two field parkers at ALL locations to effectively park visitors. The State expects maximum utilization of the spaces of the parking lots and fields that have been delegated at each location. Effectively managing the lots especially when full to facilitate additional cars in stacking lanes is imperative.**

51. Is there staff parking available at Salty Brine?

**ANSWER: There is one space for the vendor. Additional spaces are available at the Coastal Resources lot one block north.**

52. Are there ever days when admission hours are extended beyond 4:00 PM.

**ANSWER: No.**

53. Why is there a second pre-bid Conference?

**ANSWER: A second pre-bid conference was scheduled in response to a bid protest submitted by a vendor who expressed concerns regarding notice procedures for the initial pre-bid conference.**

54. Any additional delays beyond this point will interfere with ordering and installing the equipment before the start of the beach season. Does a second pre-bid conference establish a possibility where a disappointed vendor which attended the first conference could challenge the award to any other vendor?

**ANSWER: No.**

55. Is all equipment to be supplied by the vendor?

**ANSWER: Please see RFP page 18 – 19.**

56. Are there specifications for the equipment that is required?

**ANSWER: The State will not identify specific manufacturer equipment that is needed to complete the requirements of the contract. The equipment that the vendor uses MUST adhere to all requirements that will enhance the visitor experience. The contract clearly identifies needs such as debit and credit payment forms and the need to identify specific season passes for reconciliation and processing at the time of the visitor entering the location.**

57. Since the State can cancel the contract before the end of the four year term, what happens to the vendor's investment in the equipment?

**ANSWER: Please see answer 49.**

58. What is the purpose of the language concerning named storms? What is the situation where the vendor is responsible for replacing the booths?

**ANSWER: The vendor will be required to repair any damage to the booths, roofs, windows, sliding doors and gate housings that may be caused by the vendor and/or general use. The State will repair or replace weather related damage that is caused by storms that are extreme and causing major damage throughout the area. The State will not replace vendor equipment lost during such occurrence.**

59. Is the revenue/ count data available for 2014?

**ANSWER: Please see page 3, question 17 of this document.**

60. Are seasonal passes sold from the booths?

**ANSWER: Yes**

61. When does the season begin for annual passes?

**ANSWER: Passes are to be made available to the public prior to the beach season at convenient outlets in the State during the pre-season months of April – May. See RFP Exhibit B, page 31.**

62. Can season passes be sold on-line?

**ANSWER: No, as the passes are affixed to the vehicle at the point-of-sale. Please see Exhibit B for further information on Season passes.**

63. Is the management fee to be paid to the state on Attachment A, page 12 in addition to the management fee retained by the vendor in Exhibit D? Please confirm that the Vendor will be paid a Management Fee to operate the Facilities, and the State will receive Revenue from all Operations Less the Management Fee; and there is no fee paid to the State by the Vendor.

**ANSWER: Attachment A has an error in the column header. The fee in attachment A is intended to be the management fee to be allowed to the vendor as total compensation for managing the parking areas, by year. The column header is hereby relabeled “management fee to be retained by the vendor, in dollars”. See *REVISED ATTACHMENT A* below. Exhibit D shows the rate at which the vendor may retain its compensation from the collections transmitted to the State. No additional fee is to be paid to the State; the vendor records and deposits one hundred percent of revenues, then transfers those revenues to the State per the Exhibit D schedule, after retaining the management fee allowed. Note that Attachment A is divided into four years plus a grand total. The grand total of all compensation to the vendor over the life of the four year contract is the number that will be used to compute the cost scoring for the award, and represents forty percent of the total scoring scheme; amounts for the individual years do not need to be identical.**

64. If the early part of a season is a washout due to weather, won't the vendor be upside down in the amount of management fee retained versus costs out-of-pocket?

**ANSWER: Week 1 and 2 compensate the vendor at accelerated rates as: season passes are sold early in the season; only weekends are staffed; and, a retained fee at the twenty percent rate (See Exhibit D) is twice as high as the other eight two-week periods.**

65. Please specify the location of lots requiring line striping. As the Facilities do not get plowed, creating less wear and tear on the striping, striping may not be needed on annual basis. Can this be reworded “at the discretion of the Vendor, and subject to approval by the State”?

**ANSWER: Misquamicut State Beach  
Salty Brine State Beach  
Roger Wheeler State Beach  
Scarborough North State Beach  
Scarborough North State Beach (Auxiliary Lot)**

**The vendor should budget the cost for line striping at the locations listed above. IF the State identifies locations that are not in need of painting they will coordinate with the vendor that the painting is not necessary. It is the experience of the Division that due to high winds and blowing sand during the winter months that the parking lots fade during these times requiring painting.**

66. What are the requirements for sweeping the lined lots before restriping?

**ANSWER: It is required to sweep before painting; there is constant sand blowing throughout the year at all locations.**

67. Please indicate which towns, if any, require a license to operate the Facilities, and at what cost.

**ANSWER: We are not aware of any requirements of licensing for local cities and towns; research on this question is the responsibility of the vendor.**

68. Will 2014 financial/operational data relative to the Facilities be provided?

**Please see page 3, question 17 of this document.**

69. As the Vendor is responsible for the costs associated with maintenance, repair and replacement (outside of a named national disaster) of entrance booths, gates and arms, please detail the age of the booths, gates and arms at each Facility?

| <b>ANSWER:</b>                     | <b>Booths</b>      | <b>Gates</b>       |
|------------------------------------|--------------------|--------------------|
| <b>Misquamicut State Beach</b>     | <b>7 years old</b> | <b>2 years old</b> |
| <b>East Beach State Beach</b>      | <b>2 years old</b> | <b>2 years old</b> |
| <b>Charlestown Breachway</b>       | <b>2 years old</b> | <b>2 years old</b> |
| <b>East Matunuck State Beach</b>   | <b>2 years old</b> | <b>2 years old</b> |
| <b>Salty Brine State Beach</b>     | <b>2 years old</b> | <b>2 years old</b> |
| <b>Roger Wheeler State Beach</b>   | <b>2 years old</b> | <b>2 years old</b> |
| <b>Scarborough State Beach</b>     | <b>2 years old</b> | <b>6 years old</b> |
| <b>Scarborough State beach Aux</b> | <b>2 years old</b> | <b>6 years old</b> |

70. Page 18 of 37 in the Solicitation Information document indicates the Vendor shall be responsible for providing the necessary revenue control equipment required for the collection of parking fees at the Facilities. (1) Please confirm this is accurate. Will all operators including incumbent be required to provide brand new equipment? (2) Please indicate how the bids will be equalized if the existing operator of the Facilities already owns all of the equipment and software necessary to operate the Facilities, and all other bidders would need to outlay funds for this expense in Year 1, and would calculate the proposed Year 1 Management Fee accordingly. (3) Did the existing operator purchase revenue control equipment and software during the term of its agreement; and did the State reimburse the operator for this purchase? (4) If the answer to the previously noted questions was “yes”, would not the State then become the owner of said equipment and/or software, and it would remain at each Facility?

**ANSWER: The vendor will supply all necessary revenue control equipment. Page 18 of the solicitation has a list which includes, but is not limited to the necessary equipment. The equipment must be capable of supporting the required services. Possession of adequate equipment by any vendor is an asset that is not a concern of the State. There is no equalization provision associated with the equipment. As with this solicitation, the previous vendor was compensated according to an agreed amount (and formula), and there was no breakout of equipment costs in the service cost proposals, and no transfer of ownership.**

71. Can you further elaborate on which locations have a preseason and what this time frame is?

**ANSWER: Please see RFP page 17, subsection E. Hours/Days of Operation.**

72. Regarding the existing traffic/lane gates, are they operational and were they used during last season? Who owns them? Will they be available to any new operator?

**ANSWER: The gate arms are the property of the Division. They were operational and used last year and will be available to the selected vendor.**

73. Please confirm that the State may cancel this contract at their discretion even if the contractor has met all contractual obligations on their part?

**ANSWER: Section 7 of the General Conditions of Purchase includes the following language: “Where offers have been requested or contracts awarded for terms exceeding periods of twelve (12) months, it is mutually understood and agreed that the State's commitment is limited to a base term not to exceed twelve (12) months, subject to renewal annually at the State's sole option for successive terms as otherwise described, except where expressly specified to the contrary.”**

END OF QUESTIONS AND ANSWERS

**REVISED ATTACHMENT A  
Management Fee Proposal, RFP 7549232**

VENDOR NAME: \_\_\_\_\_

The VENDOR proposes an annual MANAGEMENT FEE as **total compensation for operating and managing the FACILITIES** on behalf of the DIVISION as follows:

| <b>Year</b>            | <b>Management Fee to be retained by the Vendor, in dollars</b> |
|------------------------|--|
| 2015                   | \$   |
| 2016                   | \$   |
| 2017                   | \$   |
| 2018                   | \$   |
| <b>Four Year Total</b> | <b>\$</b>  |

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Name and Title of Authorized Signature:

\_\_\_\_\_

**EXHIBIT D  
2015 PAYMENT SCHEDULE  
(CORRECTED)**

| <b>Gross Revenue Collected During:</b>                             | <b>Wire Transfer No Later Than Saturday During:</b> | <b>Management Fee Amount To Be Retained By Vendor Prior To Wire Transfer</b> |
|--|---|--|
| <b>Week 1 &amp; Week 2</b><br>May 9, 2015<br>May 16, 2015          | <b>Week 3</b><br>May 23, 2015                       | 20%  |
| <b>Week 3 &amp; Week 4</b><br>May 23, 2015<br>May 30, 2015         | <b>Week 5</b><br>June 6, 2015                       | 10%  |
| <b>Week 5 &amp; Week 6</b><br>June 6, 2015<br>June 13, 2015        | <b>Week 7</b><br>June 20, 2015                      | 10%  |
| <b>Week 7 &amp; Week 8</b><br>June 20, 2015<br>June 27, 2015       | <b>Week 9</b><br>July 4, 2015                       | 10%  |
| <b>Week 9 &amp; Week 10</b><br>July 4, 2015<br>July 11, 2015       | <b>Week 11</b><br>July 18, 2015                     | 10%  |
| <b>Week 11 &amp; Week 12</b><br>July 18, 2015<br>July 25, 2015     | <b>Week 13</b><br>August 8, 2015                    | 10%  |
| <b>Week 13 &amp; Week 14</b><br>August 8, 2015<br>August 15, 2015  | <b>Week 15</b><br>August 22, 2015                   | 10%  |
| <b>Week 15 &amp; Week 16</b><br>August 22, 2015<br>August 29, 2015 | <b>Week 17</b><br>September 5, 2015                 | 10%  |
| <b>Week 17</b><br>September 5, 2015                                | <b>Week 19</b><br>September 12, 2015                | 10%  |



State of Rhode Island  
Division of Purchases  
One Capitol Hill  
Providence, RI 02908

### "MANDATORY" PRE-BID CONFERENCE SIGN IN SHEET

Mandatory Pre-bid Conference: Any vendor who intends to submit a bid proposal in response to this solicitation must have its representative attend this mandatory prebid conference, sign, and complete all required information on this Sign-In Sheet. Failure to comply with this requirement will result in the rejection of any bid proposal.

**BID NUMBER:** 74549232  
**BID TITLE:** RI State Beach Parking Management Services  
**PRE-BID DATE AND TIME:** 1/7/2015 9:00

**Purchasing Representative:**  
 George Welby  
**Mandatory/Pre-bid START TIME:**  
 9:00 AM  
**Mandatory/Pre-bid END TIME:**

| COMPANY NAME               | COMPANY REPRESENTATIVE | SIGNATURE          | ADDRESS   | CONTACT E-MAIL                | CONTACT PHONE NUMBER AND FAX NUMBER | PROPOSAL SUBMITTED (For Purchasing Use Only) |
|----------------------------|------------------------|--------------------|---|-------------------------------|-------------------------------------|--|
| 1 Churchhill & Banks       | Bill Herenden          | <i>[Signature]</i> | 10 Greene St Providence                                 | gherenden@churchhillbanks.com | 401-273-8010                        |  |
| 2 Park Ave Inc             | Jesse Edwards          | <i>[Signature]</i> | N Kingston 02852<br>5 Longfellow Pl<br>Boston, MA 02109 | jess.e@parkave.com            | 401-219-6784<br>978-394-9534        |  |
| 3 Propark America          | Franklin Marquez       | <i>[Signature]</i> | 35 Richmond St Providence RI                            | Franklin.Marquez@propark.com  | 401-533-5705                        |  |
| 4 Project America          | Cory Seabrook          | <i>[Signature]</i> | BSX 248 Herndon NE                                      | eric@projectamerica.com       | 207-944-7755<br>207-307-7903        |  |
| 5 BR SERVICES              | Kevin Frens GH         | <i>[Signature]</i> | 160 Market St   | knidols@republicparking.com   | 413-313-7135                        |  |
| 6 Republic Parkings System | Kyle Nichols           | <i>[Signature]</i> | 3 County Ave Providence RI 02903                        | blake@republicparking.com     | 617-424-3016<br>617-438-5139        |  |
| 7 Car Events               | Brian Harvey           | <i>[Signature]</i> | 233 Weybosset St Providence RI                          | MSweitzer@car-events.com      | 401-662-7262                        |  |
| 8 SP Plus Corp.            | Michael Sweitzer       | <i>[Signature]</i> | Pvidence RI   | SP Plus .com                  | 401-662-7262                        |  |
| 9 SP Plus Corp             | MICHA POCHOT-COTE      | <i>[Signature]</i> | 233 Weybosset St Providence RI                          | apochot@spplus.com            | 603-247-4524                        |  |
| 10 LAZ Parking             | Sean Woodbine          | <i>[Signature]</i> | 45 Dorrance St Providence, RI 02903                     | sean@lazparking.com           | 401-345-1082                        |  |
| 11 The PM Group            | Peter Abbenante        | <i>[Signature]</i> | 27 Preston Dr Cranston RI                               | Peter.Abbenante@gmail.com     | 401-308-9716                        |  |
| 12                         |                        |                    |   |                               |                                     |  |
| 13                         |                        |                    |   |                               |                                     |  |
| 14                         |                        |                    |   |                               |                                     |  |
| 15                         |                        |                    |   |                               |                                     |  |



**"MANDATORY" PRE-BID CONFERENCE SIGN IN SHEET**

Mandatory Pre-bid Conference: Any vendor who intends to submit a bid proposal in response to this solicitation must have its designated representative attend the mandatory pre-bid conference. The representative must register at the pre-bid conference and disclose the identity of the vendor whom it/she represents. Because attendance at the pre-bid conference is mandatory, a vendor's failure to attend and register at the pre-bid conference shall result in disqualification of the vendor's bid proposal as non-responsive to the solicitation.

**BID NUMBER:** 7549232  
**BID TITLE:** RI State Beach Parking Management Services  
**PRE-BID DATE AND TIME:** 1/22/2015

**Purchasing Representative:** George Welly  
**Mandatory Pre-bid START TIME:** 9:00 AM ET  
**Mandatory Pre-bid END TIME:**

| COMPANY NAME         | COMPANY REPRESENTATIVE | ADDRESS                                   | CONTACT E-MAIL                           | CONTACT PHONE NUMBER | CONTACT FAX NUMBER | PROPOSAL SUBMITTED (For Purchasing Use Only) |
|----------------------|------------------------|---|--|----------------------|--------------------|--|
| 1 Power City Parking | Amy + Tom Cioci        | 17 Fulton St # 601<br>Providence RI 02903 | acioci@downcityparking.com               | 401 273 9466         |                    |  |
| 2 Central Postcard   | Alicia A Pouchot-Cote  | 233 Weybosset St<br>Providence RI         |  |                      |                    |  |
| 3 Paper Park America | Sean Lambert           | 5 Longfellow Pl Boston MA                 | Sean.Lambert@paperpark.com (617) 73 2240 |                      |                    |  |
| 4 DEW PARKS          | Robert F. Havette      | 1100 Tower Hill Road<br>NK                | Robert.F.Havette@DEM.RI.GOV              |                      |                    |  |
| 5 LAZ Parking        | Sean Woodbine          | 55 Dorrance St Providence RI              | sean@woodbineparking.com 401-345-1202    |                      |                    |  |
| 6 Charhill & Parks   | Bill Herandez          |   |  |                      |                    |  |
| 7 Bradford Ave. LLC  | Cory Seaboard          |   |  |                      |                    |  |
| 8                    |                        |   |  |                      |                    |  |
| 9                    |                        |   |  |                      |                    |  |
| 10                   |                        |   |  |                      |                    |  |
| 11                   |                        |   |  |                      |                    |  |
| 12                   |                        |   |  |                      |                    |  |
| 13                   |                        |   |  |                      |                    |  |
| 14                   |                        |   |  |                      |                    |  |
| 15                   |                        |   |  |                      |                    |  |