



Purchasing Department
530 Water Street
Oakland, CA 94607

October 19, 2015

ADDENDUM No. 1

RFP No. 15-16/05 - Airport Parking Access and Revenue Control System (“PARCS”)

This Addendum modifies the original RFP Documents for the above mentioned RFP. **Acknowledge receipt of this addendum in the space provided on the RFP Acknowledgement and Signature Form (Attachment 3). Failure to do so may disqualify your proposal.**

The following corrections have been made to the above referenced proposal:

I. Professional Services Agreement:

- Appendix C-Insurance of attachment 11 (Professional Service Agreement) is being deleted in its entirety and replaced with the revised insurance requirements – see enclosed (**Addendum No. 1 – Appendix C-Insurance**).

II. Functional Specifications:

- Attachment 12 (Function Specifications), Page 39 – 42, are updated to correct number of documentation requested.

2.01 F. System Design Reviews:

2. Conceptual Systems Design Review (CSDR)
 - b. Change the total number of hard copies of documentation to be submitted to one (1) original and four (4) copies, plus one electronic copy (PDF format).
 3. Critical Design Review (CDR)
 - b. Change the total number of hard copies of documentation to be submitted to one (1) original and four (4) copies, plus one electronic copy (PDF format).
 4. Software Development Review (SDR)
 - b. Change the total number of hard copies of documentation to be submitted to one (1) original and four (4) copies, plus one electronic copy (PDF format).
- Attachment 12 (Function Specifications), Page 125, is corrected to add minimum number of test license plates.
4. Source Quality Control
 - B. Factory Acceptance Test
 2. Add “Contractor shall provide a minimum of 100 test license plates”

III. Monthly Public Parking Summary Report:

- Included in this addendum is a copy of the monthly public parking summary report for the month ending September 30th 2015 handout from the mandatory pre-proposal meeting.

The following questions were submitted by the October 12, 2015 deadline and are answered in this addendum:

1. Question: RFP document, Section VII. U. Additional Provisions (Contract Termination) states “The Port may terminate the ‘**system installation contract**’ with the successful Proposer on thirty day notice for the failure of the Proposer to comply with any term(s) of the agreement/contract between the Port and the Proposer”. Can you please clarify whether this reference to the “system installation contract” is made to the Professional Services Agreement?

Answer: “Professional Services Agreement” would be the correct reference, but the RFP is amended to delete section U on page 22 of 23 in its entirety, as contract termination is already covered in the Professional Services Agreement.

2. Question: In the Bond form (RFP Attachment 10-A - Document 00610) as well as in the Bond Terms and Conditions, reference is made to a “**Construction Contract**” as well as a document “**00700 General Conditions**”. Could you please clarify if reference is made to the “Professional Services Agreement”?

Answer: “Professional Services Agreement” would be the correct reference.

3. Question: RFP document, legal contractual clarifications, please clarify where you would like any legal clarifications to be made.

Answer: Proposers requesting clarifications or expressing concerns regarding the form agreement (RFP Attachment 11) should do so as part of completing RFP Attachment 3 “RFP Acknowledgement and Signature Form”. Proposers should add a page delineating these concerns, to Attachment 3.

4. Question: In Attachment 3 reference is made to “**General Conditions**”. This document is not attached, could you please clarify which Document this is referencing?

Answer: General Conditions refer to all the terms and conditions contained in the RFP. It’s intended only as a general reference.

5. Question: RFP document, V.A (Submittal Format), page 13 of 23, the RFP restricts page size to 8 ½ X 11 inch paper. For complex documents like Microsoft Project plans and architecture diagrams, may Proposers use larger paper folded down to 8 ½ X 11 inch size?

Answer: Yes

6. Question: RFP document, V.A (Submittal Format), page 13 of 23, the RFP requires Bidders to respond using 11-point font. May Proposers use a smaller, still readable font for the following: headers and footers, requirement text, exhibits, and tables?

Answer: Yes, but make sure all small font is easily readable.

7. Question: Several requested documents/samples do not comply with font restrictions and they are not available in a native MS Office format for font adjustments. Please confirm that it is permissible to submit those documents as-is.

Answer: Yes, said documents can be submitted as-is.

8. Question: If we include an attachment in the exhibit, does the Port want the same quantity as the submittal? What should we attach?

Answer: All Proposal copies must have the same attachments.

9. Question: Which portions of the work does the Port anticipate covering under the Port's Owner Controlled Insurance Program (OCIP) or Professional Liability Insurance Program (PLIP)?

Answer: The Port does not anticipate including any portion of the work in either program.

10. Question: Is there a financial impact to the owner's control?

Answer: See answer to question 9.

11. Question: Please describe the bond requirements for this project?

Answer: Please refer to RFP section IV-G Payment and Performance Bond on page 12 of 23. For Public Works portion of work over \$25,000, the Proposer must provide a 100% Performance Bond and a 100% Payment (Labor and Material) Bond. See also RFP Attachment 10-A and 10-B.

12. Question: Do the Professional Liabilities limits also apply to the subcontractors or subs?

Answer: They will apply where applicable. For example, if design is subbed out, that sub-consultant would be expected to have Professional Liability insurance. A paving subcontractor with no design or other professional responsibilities would not be expected to provide Professional Liability. The proposer will be responsible for confirming insurance of subs, subcontractors, and sub-consultants.

13. Question: Are there any local incentive certification/goals?

Answer: There are no goals for this project, but this project is subject to the Port of Oakland's Non-Discrimination and Small Local Business Utilization Policy (NDSLBU). Up to 15 preference points will be awarded to small and/or local businesses certified with the Port of Oakland. In order to qualify for preference points, Proposers must be either certified by the proposal due date or download a Certification Application at <http://www.portoakland.com/srd/> and submit it along with any support documentation to the Port's Social Responsibility Division seven (7) business days prior to the proposal due date. The complete policy can be located at: http://portoakland.com/pdf/responsibility/ndslbu_policy.pdf

14. Question: Attachment 12, 1.07, Delivery and Storage, B, page 17, reference states "The Port shall provide the Contractor with a designated storage/staging area for PARCS equipment that has not been installed. The Contractor shall describe in their Proposal the square footage of area required, and what is planned to be stored in the area. The Port shall determine the exact location after Contract Award. It is the Contractor's responsibility to protect the equipment from theft and damage until final acceptance including installation of fencing, locks, and any other security provisions. Should the stored equipment be stolen or damaged prior to final acceptance, the Contractor shall replace the equipment at no additional cost to the Port.

Where should this information be placed within the proposal response? Is this information included or excluded in the 40 page limit?

Answer: Please refer to the Specifications Submittal Requirements as described in RFP Section V.B.8. As noted, this information would not count against the specified maximum Proposal page count.

15. Question: Attachment 13, page 5 of 5, Procedures for Upgrades to Existing Software, please clarify if the Port intends to install all PARCS software and subsystem, OS, DB updates/releases. If yes, will this apply for warranty and maintenance periods?

Answer: Under the current PARCS maintenance agreement, all software updates including OS are done by the on-site tech (supplied by the software vendor). Depending on the offerings by the Proposer, the Port is open to negotiate what work will be done by which party and the Proposer should state their preferred process.. Most special systems at the airport, the software vendor performs updates of their software and database, and the Port handles OS and anti-virus.

16. Question: Attachment 12, 3.06 Equipment Locations, page 140, can the Port give a precise location for the servers?

Answer: Currently the primary servers are located at the Parking management office with redundant servers located in the Terminal 2 MDF. Fiber exists between these two locations. Proposers should state their recommended location and setup. The Port wishes to use their existing virtual platform located in the Terminal 2 MDF (VMWARE), but it not a requirement.

17. Question: Does the Port have fiber optic cable out there?

Answer: Yes - 6 strands are available for use.

18. Question: Attachment 12, DD Customer Loyalty Programs – Frequent Program (FPP), Corporate Program, etc., 2.a.1e-g – page 94, what is the points award breakdown for parking stays? How does the Port envision tracking and redemption of points?

Answer: Currently the Airport issues Corporate Discount Awards, Regular Discount Awards and Frequent Parker awards. The first two are based on a downloaded coupon from the airport website. The Frequent Parker reward is based on the number of transactions (1 free day per 3 transactions). However we prefer to change the Frequent Parker reward basis to cumulative dollar value, i.e. spend a specified amount to park over time, and receive a specified dollar discount or free-day award. We also want to retain the current program that allows customers to download a specified dollar value rewards that can be applied when exiting. We also need to retain our Park Free program, which allows customers to park free for a specified period, if they provide proof of specific flight itineraries. That verification is currently done manually by cashiers. To automate that capability, will probably require that customers first send us proof that they are taking an eligible flight, then have staff email them a reward bar code. However proposers are encouraged to describe the capabilities of their customer loyalty software awards framework.

19. Question: Does the Port want AVI capabilities to facilitate use of the fast track system?

Answer: Yes it does. The Port has the physical capability now but there have been issues integrating AVI with the current PARCS software. Proposers are encouraged to make use of the existing AVI hardware if practical, rather than installing new AVI transponders. Also: per Optional Task 6, we intend to use this contract as a “conduit” to procure AVI equipment for our Ground Transportation (GT) permitting and fee collection system.

20. Question: RFP document, the RFP specifies 40 pages or less. Please specify what can/can't be included in the 40 pages.

Answer: Section V.B. Submission Requirements (page 13 of 23) items 1,2,3,4,5,6,9, and 10 are included in the 40 pages count. Item 7, 8, and 11 and any marketing materials would be excluded from the 40 page count.

21. Question: Does the Port have an electrical charging system?

Answer: EV Chargers are located in the front row of the Premier Lot opposite Terminal 2; plus two units located in the Daily Lot behind the Parking Management Office (PMO); plus two units located at the front end of Economy Lot near Terminal 1.

22. Question: Please explain what the Frequent Parker program entails?

Answer: This is one component of the Airport's current Parking Marketing Program. Participants get one free day of parking when they mail in separate receipts from three prior parking transactions. However we prefer that the new PARCS automate this process, and that the awards basis be cumulative dollar value of parking transactions, rather than the number of transactions. Proposers should detail the capabilities of their PARCS software in this regard.

23. Question: Please provide the proportion of credit card transactions (total by lot) and provide proportion of CCIO-only transactions by lot.

Answer: Total Credit Card Transactions – 693,966 out of 941,940 total transactions (73.67%)

<i>Transactions for July 1, 2014 – June 30, 2015</i>	<i>Parking Bowl (Premier, Hourly and Daily)</i>	<i>Economy Lot</i>
<i>Total Revenue Transactions:</i>	<i>781,292 (100%)</i>	<i>160,648 (100%)</i>
<i>Credit Card (w/ ticket):</i>	<i>504,690 (64.60%)</i>	<i>128,645 (80.08%)</i>
<i>Cash:</i>	<i>226,841 (29.03%)</i>	<i>21,133 (13.15%)</i>
<i>CCIO (w/o ticket):</i>	<i>49,761 (6.37%)</i>	<i>10,870 (6.77%)</i>

24. Question: Provide the percentage and volume of lost tickets and cash transactions, by lot.

Answer: Total Lost Tickets – 4,196

<i>Transactions for July 1, 2014 – June 30, 2015</i>	<i>Parking Bowl (Premier, Hourly and Daily)</i>	<i>Economy Lot</i>
<i>Total Revenue:</i>	<i>781,292 (100%)</i>	<i>160,648 (100%)</i>
<i>Total Lost Tickets:</i>	<i>3,122 (.40%)</i>	<i>1,074 (.67%)</i>

25. Question: Attachment 11, Section 25 Contract Times and Liquidated Damages, 25.1 Contract Times, page 11, the hours listed can severely limit the progress of the work. Please identify exactly what work is limited to these hours and what work can be performed during normal business hours.

Answer: The hours listed in this section are intended to apply to the switchover from the existing to the new PARCS. Other work may be performed during normal business hours subject to approval by and coordination with the Airport to ensure that system integrity is not compromised in any way during the removal and replacement of Revenue Control Equipment.

26. Question: Attachment 12, T Dynamic Signage, page 75, In order for Proposers to price consistently and accurately for third party products, please specify the physical dimensions of the dynamic signs and the Open/Close signs.

Answer: The dynamic signs should be no smaller than approximately 3' 8" wide by 2' tall.

27. Question: Attachment 12, Item T Dynamic Display, page 75, please provide examples of what kinds of messages will be displayed in the dynamic signage.

Answer: There will be several "standard" messages such as "Cashier", "Credit Card Only", "Premier Parking", "Closed", etc. The Port needs the ability to modify the message to be displayed on these signs.

28. Question: RFP document, V.B.8 Specifications Submittal Requirements, page 15 of 23, section states “The following list is a condensed summary of items to be included in your Proposal.”

Subsection D - Product Data refers to the “Submittal Requirement” within Attachment 12 for complete list. Attachment 12, section 1.05.H contains a listing of required Contractor submittals and the timing for the respective submittal. The following requirement is listed within that table; however, it is not listed in V.B.8: Factory Training Program for Technicians. Please confirm Factory Training Program for Technicians should be included as part of the proposal response?

Answer: Yes, it should be included.

29. Question: Attachment 12, 1.05 Submittals, D, page 12, states “Submittal schedule (with submittal timing) for all submittals, including those proposed by the Contractor that is not listed in the Contract Documents, to be included in the Contractor’s Proposal.” Is this the same as RFP requirement for V.B.6 – Detailed Project Schedule? If not, please clarify requirements of both and where does “Submittal schedule” need to be placed within proposal response?

Answer: Yes, these are basically the same requirement.

30. Question: Attachment 12, 1.14 Spare Parts, page 36, reference states “Contractor shall provide listing of all spare components and manufacturers of those spare components to the Port with contact information, pricing, and availability. The Contractor shall propose a list of spare parts (type and quantity) to be maintained on site. The list of all spare parts required to maintain the system under the submitted preventive maintenance program shall be clearly identified and included in the Proposal. In addition, the Contractor shall submit a price list for the proposed spare parts inventory that lists the cost of each part on the spare parts inventory.

Is the list of spare parts included within the 40 page limitation?

Answer: No, it is excluded from the page limit.

31. Question: Attachment 12, 2.01 Software, G Application Software, 5, page 47, reference states “Industry standard software packages shall be utilized. Each such software package shall be identified in the Contractor’s Proposal. The Contractor’s Proposal shall state the purpose of the software package, where it will be used, and how it will be used. If one software package is required to interface with another software package, the interface shall be documented and supported by flowcharts or block diagrams as appropriate. The Contractor shall advise if the software used in the system will be customized or “off the shelf” software, and shall describe the method of obtaining further software updates or modifications. Application software shall have been designed for use in PARCS systems, and shall be written in a standard, industry- accepted computer language such as Java, C++, Visual Basic, etc. The Contractor shall identify the version of PARCS software that will be used at the Port in their Proposal.

Where should this information be placed within the proposal response?

Answer: As part of RFP Section V.B.8 – Submittal Requirement. Proposers should include all required submittals under Tab #8 as part of providing a response to the eleven (11) submission requirements outlined in Section V, Submission Requirements and Content of Proposal, Part B, Submission Requirements of the RFP. For a complete list of the required submittals due with Proposals reference Section 1.05, pages 11 through 17 of the Functional Specifications (RFP Attachment 12).

32. Question: Attachment 12, 2.04 Equipment and Subsystems, AA. LPI System Backup, 4.b, page 88, reference states “As part of their Proposal response, the Contractor shall submit product data of all proposed LPI Handhelds.” However, there is no previous reference to the Validation Station in Attachment 12 or in V.B.8.

Where should this information be placed within proposal response?

Answer: Please refer to the Submission Requirements as described in RFP Section V.B.8.D (Specifications Submittal Requirements). See answer to question 31.

33. Question: Attachment 12, 2.04 Equipment and Subsystems, Z.7 Validation System, page 85, reference states “The Contractor shall submit a cut sheet of the proposed Validation Stations as part of their Proposal.” However, there is no previous reference to the Validation Station in Attachment 12 or in V.B.8. Where should this information be placed within proposal response? Placeholder inserted in Outline at end of section 8.

Answer: All cut sheets for equipment should be included as attachments to the submittal. See answer to question 31.

34. Question: Attachment 12, Section CC.8.a, Automatic Vehicle Identification (AVI), Desktop reader/Programmer, page 92, please clarify the use/need for a desktop reader and software? Do you require this setup to be online with the central computer? Also, are you requiring an additional Transcore reader for this set up?

Answer: The requirement is for the Airport to be able to “program” transponders to provide access to certain parking areas or for certain purposes such as for the Frequent Parker Program. This “programming” feature should be provided through a workstation connected to the PARCS and allow the user, with appropriate credentials, to assign privileges to an individual transponder. Privileges could be such items as: which location a patron can park, restricted hours of parking, etc.

35. Question: Attachment 12, EE, 2 Patron Processing Procedures, pages 110 – 122, will the Port of Oakland accept alternative "PATRON PROCESSNG PROCEDURES" than those outlined in the RFP as long as it meets the same processing output?

Answer: Proposers will have to describe what their system can and will be able to do; and describe the extent to which it meets or does not meet the requirements in this section.

36. Question: Attachment 12, 2.D.1 Parking Space Count System performance, page 124, please clarify the use of the terms "drift or balloon" with an example of what is being required?

Answer: The requirement is for all the integrated systems identified to have the same counts.

37. Question: RFP document, Item B – Project Implementation and Schedule, Page 8 of 23, this section states NTP first half of 2016, then on Attachment 12 Section 1.09 PROJECT SEQUENCING, page 23, states February 2016. However during the Pre-Bid meeting it was stated that NTP will occur in March 2016. Please confirm the Port’s intention as to when NTP will be issued.

Answer: Section 1.09 Project Sequencing is amended to read: “The Contractor shall propose sequencing in the Phasing Plan that achieves full implementation of the PARCS starting approximately with a proposed Notice to Proceed, with full implementation to be completed within six months, with the exception of the Operational Demonstration Test (ODT).”

38. Question: Attachment 12, 2.04, J - PARCS Workstations, Page 64, is it the Port's intent to install and establish communications to each of the workstations? Or, is it the responsibility of the contractor?

Answer: It shall be the Contractor's responsibility

39. Question: Attachment 12, 2.04, Y – Intercom System, page 84, is intercom capability required for the Cashier, such as a handset inside booth? Are there any other means of communicating with cashier required?

Answer: This section is intended to describe the form of intercom system for direct communication between customers and the parking office. All lanes are currently equipped with external intercoms so that self-service exiting customers can communicate directly with the parking office when needed. This capability must be maintained. In addition, the inside of all cashier booths are currently equipped with telephone land lines for communication between the parking office and cashiers. We prefer to maintain that form of communication but are open to other ideas. Note however that we will have fewer cashier booths in the future than at present.

40. Question: Attachment 12, 2.04, CC-Automatic Vehicle Identification (AVI),5-g, Page 91, regarding the requirement “The contractor shall provide FCC licensing for AVI,” would current licensing cover this existing equipment and also umbrella the one additional lane required? Or, is new licensing required?

Answer: The requirement is for the selected vendor to provide FCC licensing for all AVI equipment.

41. Question: Attachment 12, 1.11 Warranty (Hardware and Software Support) – Year 1, F.1, Page 24, where PARCS software problems are identified and are agreed to be minor, that is not affecting revenue, reporting, or the entry/exit or payment functionalities, will the Port accept that these problems shall be corrected in a new PARCS software release to be available on a quarterly basis?

Answer: It depends upon what the identified problem is and how critical or severe it is deemed to be. If the software update or patch is deemed essential for revenue security, including PCI compliance, or reporting accuracy, or other essential operating capability, these patches or updates should be given priority and Airport staff should be immediately notified of such pending updates.

42. Question: Attachment 12, 1.11 Warranty (Hardware and Software Support) – Year 1, page 24, and 1.12 Post-Warranty Software Support Services – Years 2 through 10, page 26, Section 1.12 asks that the contractor provide support services similar to the services provided during warranty, as defined in Section 1.11. Although Section 1.11 does not specify on-site software support, Section 1.12 does specify on-site software support. Will the Port please clarify if on-site software support is desired during the Warranty period? And, for Section 1.12 will the Port accept remote software support if the contractor can guarantee adherence to all service level agreements?

Answer: Contractor shall provide the same degree and form of support during all ten years including the Year 1 Warranty period and subsequent 9 years. Proposers shall specify whether the software and hardware maintenance support framework involves servicing with on-site staff or off-site resources in order to meet the specific response and repair timeframes identified within the specifications.

43. Question: Attachment 12, 1.13 Post Warranty Hardware Maintenance Services – Year 2 through 10 (Additive/Alternative Proposal Item), C -1 Preventive Maintenance and Emergency Support Agreement, page 27, Is it the Port's intention to have a proposal that includes all on-site maintenance services (preventive, corrective, emergency) performed by the Port's employees or

representatives, and the Proposer only provide remote support? C.1.a states “Maintenance support will be provided by the Port or its representative”. All other descriptions of maintenance seem to indicate that the Proposer provides all labor and materials to fully support the PARCS on and off site. Please clarify.

Answer: It is not the Port’s intent for all on-site maintenance services (preventive, corrective, emergency) to be performed by the Port’s employees or representatives. It is the Port’s intent to provide certain Level 1 maintenance support activities (clearing of jams, etc.) should the proposer incorporate said level of support in their proposal. Proposers’ recommended maintenance programs should specify and define the type and complexity of the level of support needed to meet their PARCS maintenance requirements, as stated in the Functional Specification. The maintenance program may include a combination of supplemental support, on-site maintenance services and remote support. The maintenance program costs should reflect all proposed levels of support, corresponding training and shall be included in the monthly and annual proposed charges. Should Proposers recommend that Airport staff conduct a level of maintenance support that exceeds Level 1 tasks, proposals must specify what those tasks are; and proposed maintenance fees should reflect any increase in airport responsibility.

44. Question: Attachment 12, 4 Source Quality Control, B Factory Acceptance Test, 9, page 127, regarding LPR testing cart described under FAT. Should this cart be supplied to site instead? Or, is its intended used for the FAT?

Answer: It is not entirely necessary to provide the cart for the FAT if there are other means to ensure proper testing of the equipment/system.

45. Question: Attachment 12, 1.14 Spare Parts, page 36-37, May the contractor replace parts when that particular part inventory reaches a lower limit? Or, may the contractor replace parts on a monthly basis?

Answer: Parts should be regularly replaced into the spare parts inventory in order to maintain an adequate supply of spare part on hand. Vendor shall provide their recommendation for the replenishment of spare parts inventory.

46. Question: Attachment 12, 6 System Performance to be achieved, Page 55, does this downtime requirement apply to the PRCS server system only or does it include all network components and lane equipment?

Answer: The requirement includes all components of the PARCS.

47. Question: Attachment 12, W Mobile LPR System, 7, page 86, Is the N-Factor read rate requirement 90% or 95%?

Answer: The requirement is to achieve an N Factor rating of 90%.

48. Question: Attachment 12, 3 Equipment and Subsystem Performance Standards, C. LPR Subsystem Performance, page 221, the specification states that entry lane LPR is to be post-capture. In our experience, post-capture may result in lowered LPR performance. Will the Port make accommodations for pre-capture in entry lanes, or reduce the performance requirement for entry lanes?

Answer: To accommodate pre-capture in the entry lanes will require civil modifications to the lanes. The Port does not currently wish to expend additional funds to pay for these civil modifications.

49. Question: Attachment 12, 3.02 Installation, A, Page 128, can the Port confirm that it will supply office/work area for the Contractor?

Answer: The Port will provide a small office/work area for the PARCS Contractor.

50. Question: Attachment 12, B Site Acceptance Tests, .5.a, page 131, the requirements for the successful completion of the 7 day test state “All subsystems listed below shall be operationally available 100% of the time during the seven day test period”. This is inclusive of all field equipment. The requirements for the successful completion of the Operational Demonstration Test (C.7) allows, for the same list of subsystems, 4 hours of unavailability over 30 days, unavailability for two (2) consecutive hours at once, or 3 failures during the 30 day period for the same reason. Would the Port allow for a certain failure rate (or availability) during the 7 day period?

Answer: This requirement will not change at this time.

51. Question: Attachment 12, 1.05 Submittals, E.5 Submittals shall include the following, page 12-13, how many hard copies of finalized, approved manuals should be submitted to the Port?

Answer: The number of hard copies required to be submitted is included in subsequent sections of the RFP that describes each type of manual.

52. Question: Attachment 12, 1.13 Post-Warranty Hardware Maintenance Services – Year 2 through 10 (additive/Alternative Proposal Item) .C.1.b Preventive Maintenance and Emergency Support Agreement, page 27, can maintenance support training for Port or its representative be provided onsite versus ‘factory training’?

Answer: Training may be provided onsite as long as the PARCS Contractor will certify the trainees as “factory trained.”

53. Question: Would a new LPR be tied to the security system?

Answer: The Port would like Aviation Security and law enforcement to have the ability to tie into the License Plate Recognition (LPR) database so they can cross-reference that database, with their stolen vehicle database. The new PARCS shall have the capability to allow multiple authorized outside parties to obtain specified LPR data from the PARCS, or provide LPR data to authorized law enforcement, through a standard operating procedure.

54. Question: Does the Port want to re-use the Security System?

Answer: We have LPR but do not have CCTV cameras deployed at the entry and exit plazas now, so this would be a new feature. Please transmit this question in writing.

55. Question: Are there any UPS requirement for the lanes?

Answer: Each entry and exit lane currently has UPS, though they have insufficient capacity. Please refer to the specifications for the required new units.

56. Question: How does the Port want to equip the outlying lots?

Answer: Refer to the Specifications Document and RFP Attachment 4 – Proposal Cost Form. Proposers are encouraged to use existing equipment, like AVI, to the extent possible, feasible and reasonable.

57. Question: How and where should we install the camera system? And where is the feed going?

Answer: The Port would like two views: one inside each cashier booth to see what the cashier is doing; and one or two pan/tilt/zoom (PTZ) cameras located out in the exit plaza so we can see what is happening in each exit lane. We do not need to see motorists' faces. Refer to the RFP for CCTV camera and equipment specifications. Again, the Parking Management Office (PMO) and Aviation Security should both be able to receive these video feeds.

58. Question: Please explain where would the CCTV feed go?

Answer: Proposers are instructed to plan to split the CCTV signal feed to both Aviation Security and to the PMO.

APPENDIX C – INSURANCE
(Addendum No. 1)

This is an appendix attached to, and made a part of, the Contract dated between the City of Oakland acting through its Board of Port Commissioners (“Port”) and the (“Contractor”) for the provision of professional services as defined and required by the Agreement (hereinafter “Services”).

1. Commercial General Liability Insurance

- **Coverage:** Standard ISO Commercial General Liability form.
- **Limits:** \$1,000,000 per occurrence; \$2,000,000 annual general aggregate; \$2,000,000 products and completed operations aggregate; \$1,000,000 each offense for personal and advertising injury.
- **Deductible/Self-Insured Retention:** Not more than \$250,000 per occurrence.
- **Additional Insured:** The City of Oakland, a municipal corporation, acting by and through its Board of Port Commissioners, Port of Oakland, its commissioners, officers, agents and employees.
- Cross liability/separation of insureds.
- Waiver of subrogation in favor of additional insured.
- If the Services involve construction activities, completed operations coverage must remain in force until at least 5 years after completion and acceptance of the Services.

2. Business Automobile Liability Insurance

- **Coverage:** Standard ISO Business Automobile Liability form for all owned, non-owned and hired automobiles.
- **Limits:** \$1,000,000 each accident, except \$5,000,000 for vehicles operating in the South Field, the Aviation Operating Area (“AOA”), or any active airfields of the Oakland International Airport.
- **Deductible/Self-Insured Retention:** Not more than \$250,000 per accident.
- **Additional Insured:** The City of Oakland, a municipal corporation, acting by and through its Board of Port Commissioners, Port of Oakland, its commissioners, officers, agents and employees.
- Waiver of subrogation in favor of additional insured.

3. Workers’ Compensation and Employer’s Liability Insurance

- **Coverage:** Statutory Workers’ Compensation and Side B Employer’s Liability form.
- **Limits:** Statutory for workers’ compensation and \$1,000,000 per accident, \$1,000,000 bodily injury each employee, and \$1,000,000 policy limit for bodily injury by disease, for Employer’s Liability.
- **Deductible/Self-Insured Retention:** Not more than \$250,000 per occurrence for Employer’s Liability.
- Waiver of subrogation in favor of the City of Oakland, a municipal corporation, acting by and through its Board of Port Commissioners, Port of Oakland, its commissioners, officers, agents and employees.

4. Professional Liability Insurance:

- **Coverage:** For errors and omissions arising out of the Services.
- **Limits:** \$5,000,000 per claim and annual aggregate.
- **Deductible/Self-Insured Retention:** Not more than \$1,000,000 per claim.
- **Additional Term:** 2 years after completion and acceptance of the Services.
- If Services involve software or technology services, Technology Liability coverage, including coverage for privacy liability.
- If the Services involve outsourced technology or internet services, Network and Media Liability coverage.

Other Insurance Requirements:

- **Capital Improvement Projects are subject to conversion to OCIP, and/or PLIP.** The Port reserves the right (but shall not have an obligation) to include this contract in an Owner Controlled Insurance Program (OCIP) or Professional Liability Insurance Program (PLIP), or to purchase project specific or wrap up insurance when the services provided by the Consultant support a capital improvement construction project. **It is not currently anticipated that an OCIP and/or PLIP program will be instituted for this project.** If the Port elects to change this, and a such program is utilized, the Consultant and its independent contractors shall comply with the requirements of the OCIP and/or PLIP program, as the programs are generally described in Port's Project Insurance Manual and/or Professional Liability Insurance Procedures Manual (as applicable), which are available in the office of the Risk Manager, and may be modified from time to time. Consultant's obligations under this subsection shall be specifically enforceable. Notwithstanding the foregoing, the Port makes no representations or warranties that it will obtain the insurance authorized by this subsection, and Consultant expressly disavows reliance on any such representations or warranties.
- **Deductibles/Self-Insured Retentions.** Deductibles or self-insured retentions that are higher than specified for each of the insurance coverages above must be disclosed and pre-approved by the Port's Risk Manager.
- **Notice of Cancellation.** The Contractor or the Contractor's agent must provide 30-days prior written notice to the Port Risk Management Department of any insurance policy cancellation, except 10-days prior written notice for non-payment of premium.
- **Proof of Insurance/Insurer Rating.** The Contractor must deliver to the Port Risk Management Department, prior to the commencement of the Services, certificates of insurance evidencing all required insurance and additional insured status for the Port. All required insurance shall be provided by insurance companies with current A.M. Best ratings of A- VII or better. Upon failure to so file such insurance certificate, the Port may without further notice and at its option either (1) exercise the Port's rights; or (2) procure such insurance coverage at the Contractor's expense and the Contractor shall promptly reimburse the Port for such expense (Services may be interrupted without proper evidence). In addition to the certificate of insurance, the Contractor shall provide copies of the actual insurance policies if requested by the Port.
- Please send certificates and other required insurance information to:
Port of Oakland
Attn: Risk Management Dept.
530 Water Street
Oakland, CA 94607
Email: risktransfer@portoakland.com

MONTHLY PUBLIC PARKING SUMMARY REPORT

For the Month Ending September 30th, 2015

MONTHLY		September-15	September-14	Variance	%	Gross Revenue / Transaction		
						2015	2014	% Change
GROSS REVENUE	Premier	\$434,922	\$399,142	\$ 35,780	9.0%	\$ 56.71	\$ 53.03	6.9%
	Hourly	\$290,141	\$271,363	18,778	6.9%	\$ 10.54	\$ 10.48	0.5%
	Daily	\$1,517,262	\$1,349,643	167,619	12.4%	\$ 55.76	\$ 54.74	1.9%
	Economy	\$711,518	\$785,124	(73,606)	-9.4%	\$ 58.14	\$ 56.39	3.1%
	Gross Revenue	\$2,953,843	\$2,805,272	148,571	5.3%	\$ 39.57	\$ 38.96	0.02
	City of Oakland Tax	\$461,148	\$437,954	23,195	5.3%			
NET REVENUE		\$ 2,492,695	\$ 2,367,318	\$ 125,376	5.3%	\$ 33.39	\$ 32.88	1.6%

VOLUME:	Premier	7,669	7,527	142	1.9%
	Hourly	27,534	25,893	1,641	6.3%
	Daily	27,213	24,657	2,556	10.4%
	Economy	12,239	13,924	(1,685)	-12.1%
	Total: All Facilities	74,655	72,001	2,654	3.7%

FISCAL YEAR-TO-DATE		Through September 2015	Through September 2014	Variance	%	Gross Revenue / Transaction		
						2015	2014	% Change
GROSS REVENUE	Premier	\$1,267,210	\$1,137,985	\$ 129,225	11.4%	\$ 52.17	\$ 48.20	8.2%
	Hourly	\$1,026,318	\$963,505	62,813	6.5%	8.84	8.70	1.6%
	Daily	\$4,642,603	\$4,019,933	622,670	15.5%	57.77	56.25	2.7%
	Economy	\$2,303,687	\$2,432,812	(129,125)	-5.3%	61.09	59.53	2.6%
	Gross Revenue	\$9,239,817	\$8,554,235	685,582	8.0%	\$ 35.75	\$ 34.67	3.1%
	City of Oakland Tax	\$1,442,503	\$1,335,471	107,032	8.0%			
NET REVENUE		\$ 7,797,314	\$ 7,218,764	\$ 578,551	8.0%	\$ 30.17	\$ 29.26	3.1%

VOLUME:	Premier	24,291	23,611	680	2.9%
	Hourly	116,115	110,759	5,356	4.8%
	Daily	80,368	71,468	8,900	12.5%
	Economy	37,711	40,867	(3,156)	-7.7%
	Total: All Facilities	258,485	246,705	11,780	4.8%

MONTHLY PUBLIC PARKING SUMMARY REPORT

For the Month Ending September 30th, 2015

12 MONTHS-TO-DATE		Oct-14 through Sept-15	Oct-13 through September -14	Variance	%	Gross Revenue / Transaction		
						2015	2014	% Change
GROSS REVENUE	Premier	\$4,920,339	\$4,531,254	\$ 389,085	8.6%	\$ 51.95	\$ 49.79	4.3%
	Hourly	\$3,797,196	\$3,539,396	\$ 257,800	7.3%	\$ 9.55	\$ 9.54	0.1%
	Daily	\$17,063,592	\$15,460,488	\$ 1,603,104	10.4%	\$ 56.15	\$ 55.22	1.7%
	Economy	\$9,158,618	\$8,861,447	\$ 297,171	3.4%	\$ 58.15	\$ 57.14	1.8%
	Gross Revenue	\$34,939,745	\$32,392,585	\$ 2,547,160	7.9%	\$ 36.64	\$ 36.10	1.5%
	City of Oakland Tax	\$5,454,728	\$5,057,070	397,658	7.9%			
	NET REVENUE	\$ 29,485,017	\$ 27,335,515	\$ 2,149,502	7.9%	\$ 30.92	\$ 30.47	1.5%
VOLUME:	Premier	94,719	91,000	3,719	4.1%			
	Hourly	397,603	371,103	26,500	7.1%			
	Daily	303,906	279,998	23,908	8.5%			
	Economy	157,492	155,077	2,415	1.6%			
	Self Park Subtotal	953,720	897,178	56,542	6.3%			
	TOTAL VOLUME	953,720	897,178	56,542	6.3%			
OVERNIGHT INVENTORY		September-15	September-14	Variance	%			
	Premier	7,687	6,900	787	11.4%			
	Hourly	3,343	2,905	438	15.1%			
	Daily	53,962	44,062	9,900	22.5%			
	Economy	37,046	37,781	(735)	-1.9%			
	Total: All Facilities	102,038	91,648	10,390	11.3%			
		10.7%	10.2%					