



Purchasing Department
530 Water Street
Oakland, CA 94607

November 17, 2022

ADDENDUM No. 1

RFP No.: 22-23/14, Jack London Square Parking Management Services

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 correction has been made to the above referenced RFP:

- A. The submittal response page limit is increased from 10 pages to **15** pages (see below).

Submittal Format:

Responses may not be longer than ~~10~~ **15 pages** formatted to be printed on 8 ½" x 11" paper and formatted in no smaller than 10-point font.

The following questions were submitted by the deadline and are answered in this addendum.

1. **Question:** Who is responsible for damage claims and incidents onsite, caused by the equipment or other situations?

Answer: Please refer to Section 8.2.7 of the proposed "Jack London Square Parking Management Agreement" included with the RFP.

2. **Question:** Will the vendor be permitted to bill for administrative work completed outside of the JLS parking office?

Answer: Please refer to Section 8 of the proposed "Jack London Square Parking Management Agreement" included with the RFP.

3. **Question:** Will staff be required to pay for parking at the facilities when onsite for their shift?

Answer: The Port will not reimburse the Operator for employees' parking fees; however, it may allow Operator's employees to park in Washington Street Garage free of charge when on-site for their shifts.

4. **Question:** Which operating expenses may be billed back to the Port?

Answer: Please refer to Section 8 of the proposed “Jack London Square Parking Management Agreement” included with the RFP.

5. **Question:** Who is responsible for ensuring the PARCS vendor meets contractual requirements?

Answer: The successful Proposer would be responsible for PARCS operational matters with assistance from Port.

6. **Question:** Please provide a current labor schedule.

Answer: Please refer to Exhibit D of the proposed “Jack London Square Parking Management Agreement” included with the RFP. Currently Valet operates only from the Broadway location.

7. **Question:** Please provide a current seniority list for union employees along with their pay rates.

Answer: Please contact Teamsters Local 853 for the requested information.

8. **Question:** Please provide the current salary of the GM.

Answer: Approximately \$7,058 per month, including all benefits.

9. **Question:** Please provide current pay rates for all non-union employees.

Answer: Please see response to question #8

10. **Question:** RFP, Section IV. Submission Requirements, Submittal Format - You request that our responses be no longer than 10 pages. Is the 10-page limit for each individual section, 1 - 8? Or are you asking for a limit of 10 pages for response to the entire section 1 - 8? If backup documentation is required, does this count against the 10-page limit?

Answer: (Please see the correction listed in this addendum.) The 15-page limit applies to your entire response and not to the individual sections. All other attachment/backup documentation will not count against the page limit.

11. **Question:** RFP Acknowledgement and Signature Form - 1. states that a Proposal is not valid unless signed in ink. Since we are submitting online and not hard copies, will a digital signature suffice?

Answer: Yes, digital signatures are acceptable.

12. **Question:** RFP Proposal Worksheet, Assumption 2) - The assumption states that the Port will not reimburse for deductibles. Industry standard for parking companies is that a very high deductible is carried in their insurance programs. Would it be satisfactory if the Port

reimburses the chosen operator for the premium charged to, and agreed to by the Port instead of the premium charged to the parking company by its insurance carriers?

Answer: The Port will not reimburse for deductibles; however, will pay for insurance premiums per parking stall. Please refer to Section 8.2.7 of the proposed “Jack London Square Parking Management Agreement” included with the RFP for further details.

13. **Question:** What are the current wage rates of all parking staff, including the salary of the General Manager of the current parking operator? We would like to know this for retention purposes.

Answer: Please see responses to question #7, #8 and #9.

There are no other questions to RFP No. 22-23/14.