

**Washington Area Transit Authority (WMATA)
RFP CQ17022_Parking Concessionaire
Amendment 003**

Questions

Q1. Do you plan to hire a financial advisor to run the process?

A. **WMATA has retained a financial advisor for this project.**

Q2. We respectfully request that you consider an extension of the time for submission of written inquires in the Request for Proposal CQ17022 with respect to a Parking Concession. We would appreciate an extension for a period of one month for the submission of written inquires in order to permit us to complete discussions with suitable experts and to form our bid team

A. **WMATA will not extend the time for written inquiries.**

Q3. Can the due date be extended and a WMATA organized site visit be held to see each site?

A. **WMATA has issued Amendment 002, extending the submission date for initial proposals to November 11, 2016 at 10:00 a.m. (EST). Proposers may visit any WMATA site at their discretion, as all sites are open to the public.**

Q4. Will you be providing a financial model with past and forecast financial information for the system and the underlying assumptions utilized in the forecast? Section 4 of the Proposal Content is very difficult to complete without financial information, particularly when you consider how many individual locations are included in the system.

A. **WMATA will not provide a financial model.**

Q5. Do you have information on historic utilization and parking fees at all locations?

A. **Historic utilization for FY14, FY15 and FY16 is attached. Historical parking fees by station is attached for FY15 to the present. Historical daily parking fees since 1988 is attached.**

Q6. Can we dial into the pre-proposal conference? Or do you have to attend in person?

A. **The pre-proposal conference was held on September 15, 2016; the conference did not have a dial-in number.**

Q7. Will you be publishing the list of attendees to today's pre-proposal conference to help small businesses find potential partners? If so, can you please include us on the distribution list or advise if this information will be accessible online?

A. **The attendee list is published online at:
http://www.wmata.com/business/procurement_and_contracting/solicitations/view.cfm?solicitation_id=3481**

Q8. Section 2.2.3 – WMATA receives parking revenues from various sources including parking meters. The RFP makes no mention of the enforcement of these meters and whether revenues from parking tickets issued to vehicles parked illegally are included in the Concessionaire's revenues.

A. **WMATA does not receive revenue from parking meter tickets issued to vehicles parked illegally. If WMATA's Metro Transit Police Department (MTPD) or local jurisdictions issue tickets, these funds are paid to the local jurisdictional entity.**

Q9. Who is responsible for issuing parking tickets at these parking meters? Metro Transit Police Department?

A. **Local police or traffic enforcement officers are responsible for issuing parking tickets. MTPD is currently responsible for security. The responsibility for security will be transferred to the successful Proposer. WMATA's MTPD will retain the right to police the area.**

Q10. Where does parking ticket revenue go? Is it available to the Concessionaire?

A. **Parking ticket revenue for parking infractions goes to the jurisdiction where the parking garage or surface lot is located. Parking ticket revenue for parking infractions is not available to the Concessionaire.**

Q11. What is the annual parking ticket revenue?

A. **The annual parking ticket revenue for parking infractions is not available. Local jurisdictional parking tickets issued at parking garages and surface lots are adjudicated by the local jurisdiction of record.**

Q12. Section 2.2.3 – Do the operational hours for the Parking Facilities also apply to the Parking Meters?

A. **Parking meters have separate hours for revenue collection. For 12-hour parking meters, the hours of operation are from 5:00AM to 2:00AM.**

For 4-hour and 7-hour parking meters, the hours of operation are from 8:30AM to 3:30PM and from 7:00PM to 2:00AM. Please note: Before 8:30AM and from 3:30PM to 7:00PM, 4-hour and 7-hour metered spaces are reserved for “Driver Attended Waiting,” to facilitate pick-up and drop-off activities in Kiss and Ride Lots.

Proposers may propose changes to the hours of operation for revenue collection. While modifications to operating hours will require WMATA’s Board of Directors approval, WMATA plans to conduct public hearings and obtain appropriate Board approvals prior to final agreement.

Q13. Section 2.2.5 – With respect to reserved parking permits:

How many parking permits are sold annually?

What is the annual revenue from parking permits?

A. **FY15 and FY16 summary reports attached in .pdf titled “Question 13 Reserved Parking Permit Sold”.**

Q14. Appendix A – The hourly meter rate is footnoted as \$1.00/hour. What are the time limits (e.g., 15 min., 1 hr., 4 hr., etc.) across the 3,445 metered spaces? Can you please provide a breakdown?

A. **There are 1,902 total 4-hour and 7-hour parking meters. There are 1,583 total 12-hour parking meters.**

Q15. With respect to Appendix A, will revenue and operating expense results for the lots and garages be released as the income was released for the meters?

A. Total SmarTrip Revenue (Base + Surcharge Parking Fees) collected in FY14, FY15, FY16 by station is attached. Total Credit Revenue (Base + Surcharge Parking Fees) collected in FY14, FY15, FY16 by station is attached. Operating expense results are not available per station and will not be released.

Q16. Further to Appendix C, will an inventory of the Parking Access and Revenue Control Systems in place at each of the parking lots and garages be released, including an inventory by location, age and manufacturer, assessment of its condition and any applicable warranty information? Will the same information regarding the Parking Operations Command Center be provided?

A. This information is not available for the Parking Access and Revenue Control Systems at the parking lots and garages nor for the equipment at the Parking Operations Control Center. The equipment and servers supporting the WMATA Parking Operations Control Center will not be part of the concession. This equipment operates on WMATA's propriety secure MetroNet network behind WMATA's firewalls in a secure zone and will not be available to the concessionaire or its subcontractors. Private communications connections to the Parking Access and Revenue Control Systems at the parking lots and garages will be required for the concessionaire to operate, monitor and control the Parking Access and Revenue Control Systems equipment in the same manner as WMATA currently operates or the concessionaire can choose their own operations plan.

Q17. Do you intend to provide a draft term sheet for a proposed concession agreement?

A. WMATA will not provide a form of concession agreement prior to selection of preferred bidders.

END OF AMENDMENT 003