




WASHINGTON METROPOLITAN AREA TRANSIT AUTHORITY  
600 Fifth Street, NW, Washington, DC 20001-2651

**AMENDMENT OF SOLICITATION / MODIFICATION OF CONTRACT**

1. AMENDMENT/MODIFICATION Amendment No. 002		2. EFFECTIVE (Same as block 17)	
3. ISSUED BY PURCHASING SECTION Office of Procurement and Materials Allison Robertson (202)962-5240		4. ADMINISTERED BY (If other than block 3)	
5. CONTRACTOR NAME AND ADDRESS  (Street, city, county, state, and Zip Code)		6. FORM TYPE (Check only one) <input checked="" type="checkbox"/> Amendment Of Solicitation No. CQ-15175 Date <u>3/31/15</u> (See block 7)  <input type="checkbox"/> MODIFICATION OF CONTRACT NO. Date _____ (See block 9)	
7. <input checked="" type="checkbox"/> THIS BLOCK APPLIES ONLY TO AMENDMENTS OF SOLICITATIONS The above numbered solicitation is amended as set forth in block 10. The hour and date specified for receipt of Offers <input type="checkbox"/> is extended, <input checked="" type="checkbox"/> is not extended. Offerors must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation, or as amended, by one of the following methods; (a) By signing and returning <u>1</u> copy of this amendment; (b) by acknowledging receipt of this amendment on each copy of the offer submitted; or (c) by separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGMENT TO BE RECEIVED AT THE ISSUING OFFICE PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If, by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided such telegram makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.			
8. ACCOUNTING AND APPROPRIATION DATA (If required)			
9. THIS BLOCK APPLIES ONLY TO MODIFICATIONS OF CONTRACTS/ORDERS <input type="checkbox"/> This Change Order is issued pursuant to The Changes set forth in block 10 are made to the above numbered contract/order. <input type="checkbox"/> The above numbered contract/order is modified to reflect the administrative changes (such as changes in paying office, appropriation data, etc.) set forth in block 10. <input type="checkbox"/> Supplemental Agreement is entered into pursuant to authority of It modifies the above numbered contract as set forth in block 10.			
10. DESCRIPTION OF AMENDMENT/MODIFICATION  1). This Amendment answers Questions as proposed by Prospective Offerors. Answers are provided on the subsequent pages of this Amendment.  2). All other terms and conditions remain unchanged.  Except as provided herein, all terms and conditions of the document referenced in block 6, as heretofore changed, remain unchanged and in full force and effect.			
11. <input type="checkbox"/> CONTRACTOR/OFFEROR IS REQUIRED TO SIGN THIS MODIFICATION AND RETURN _____ COPIES TO ISSUING OFFICE.		11. <input type="checkbox"/> CONTRACTOR/OFFEROR IS NOT REQUIRED TO SIGN THIS DOCUMENT	
12. NAME OF CONTRACTOR/OFFICE  BY _____ (Signature of person authorized to sign)		15. WASHINGTON METROPOLITAN AREA TRANSIT AUTHORITY  BY  (Signature of Contracting Officer)	
13. NAME AND TITLE OF SIGNER (Type or print)	14. DATE SIGNED	16. NAME OF CONTRACTING OFFICER (Type or print)	17. DATE SIGNED
		Allison Robertson, MBA, CFCM	13 April 2015

1. Will payments to the contractor fluctuate each month based on the exact number of permits issued?

**ANSWER: Please reference Section 22 – Ordering of the IFB. All payments will be made based on the number of permits issued and in accordance with the terms of the contract.**

2. Will the Authority make adjustments if postage increases during the contract term? Allowing for postage adjustments will provide the Authority the most competitive submissions as all companies can postage in today's dollars and not have to "guess" future increases.

**ANSWER: Contractor is required to ensure that their cost includes all necessary components for Permit Fulfillment services. Contractor has the right to file a claim to the Contracting Officer if circumstances change drastically (see Section 2 (c) of General Provisions).**

3. Does the 28,000 permit number provided include duplicate permits sent out for those lost, stolen or missing? If not, please provide the estimated number of permits re-issued on an annual basis and state whether or not the cost for these re-issued permits be "built into" the pricing.

**ANSWER: No. Contractor is required to provide everything necessary for Permit Fulfillment services, which includes providing a replacement permit for lost, stolen or missing permits. The estimated number of permits re-issued on an annual basis is not provided. WMATA permits a \$5.00 replacement permit fee, but the \$5.00 replacement fee must be paid to WMATA.**

4. Is it possible for the number of reserved parking permits to increase beyond 28,000? If so, to what extent?

**ANSWER: Yes. Please reference Section 22 – Ordering of the IFB. The Contractor should provide a per permit price, which will allow the Authority to procure beyond 28,000 through a bi-lateral modification to the contract.**

5. How many times per week is the contractor required to collect revenues from any one meter throughout the system?

**ANSWER: Please reference Part III Technical Specifications, Section III – Parking Meter Collections.**

6. Is the contractor required to maintain a specific inventory of parts for the parking meter collection option? If so, what are these parts and the quantities required for each part?

**ANSWER: Please reference Part III Technical Specifications, Section IV – Parking Meter Maintenance. Contractor is required to provide everything necessary for Parking Meter Maintenance services.**

7. We do not recall seeing the WMATA approved permit that was to be attached to the IFB. Can a sample be provided that includes dimensions and material used?

**ANSWER: A Reserved Permit Template is attached. The color of the permit and month printed on the permit must change each month.**

8. Are vehicles provided by WMATA for Contractor usage? If so, would the Contractor need to provide additional vehicles?

**ANSWER: No. Contractor is required to provide everything necessary to perform the contract services.**

9. Are meter collection hardware and collection materials provided by WMATA?

**ANSWER: No. Please reference Part III Technical Specifications, Section III – Parking Meter Collections. Contractor is required to provide everything necessary for Parking Meter Collections services.**

10. Is Parking Meter maintenance training expense a charge back cost?

**ANSWER: Please reference Part III Technical Specifications, Section IV – Parking Meter Maintenance. Contractor is required to provide everything necessary for Parking Meter Maintenance services.**

11. Are prior years PARCS and Parking Meter maintenance costs available?

**ANSWER: No.**

12. Please provide specifics on the number of roving attendants. Does the Authority find this number sufficient?

**ANSWER: Please reference Section 22 – Ordering of the IFB and please reference Part III Technical Specifications, Section I – Roving Parking Attendant Staffing.**

13. Are there any specific improvements that the Authority would like to see that differ from the current conditions?

**ANSWER: That information is not being provided at this time.**

14. Please provide further event parking details such as estimated number of events per year, estimated number of attendants needed per event, per location, etc.

**ANSWER: Please reference Section 22 – Ordering of the IFB and please reference Part III Technical Specifications, Section II – Event Parking Staffing. Bidders are only required to provide an hourly rate for those services at this time.**

15. Please provide a map encompassing all 36 gated parking structures and surface parking lots including a layout and number of spaces per structure/lot.

**ANSWER: See Question 15 from Amendment #1.**

16. Please provide a listing of all parking access revenue control equipment including make, model and age for each controlled structure and lot.

**ANSWER: This information is not available and the parking access revenue control equipment at controlled structures and lots is not within the scope of this contract.**

17. Please provide a breakdown of the number permits sold for each structure and lot by month and annually.

**ANSWER: The quantity provided for terms of this IFB is 28,000 per year. Additional information is not being provided at this time.**

18. Please provide a map encompassing all 41 metro Rail Stations including layout of the single space metered spaces per Rail Station.

**ANSWER: See Question 15 from Amendment #1.**

19. Please provide a listing of single head meters including make, model and age for each Rail Station.

**ANSWER: WMATA uses POM APM-E parking meters. The meter heads were purchased in 2008.**

20. Please provide a detailed listing of all Parking Meter Collection and Maintenance Service supplies and equipment currently used. Is this property of WMATA or the current contractor?

**ANSWER: This information is not available.**

21. Please provide detailed line item revenue reported on a monthly basis for the past 12 months from sales of permits, visitor cash, visitor credit card, etc...

**ANSWER: For security reasons, this information is not available for release. WMATA's single-space parking meters are manufactured by POM, Incorporated located at P.O. Box 430, Russellville, AK 72811-0430 (1-800-331-7275) and are equipped with the Magnum coin housings. WMATA currently charges \$1.00 an hour at parking meters. WMATA does not collect cash at controlled structures and garages.**

22. Please provide current staffing schedules and rate of pay for the Core Services and Optional Services.

**ANSWER: This information is not available.**

23. Is the contractor required to issue access cards for the gated structures?

**ANSWER: No.**

24. Who is responsible for enforcing the display of permits?

**ANSWER: Enforcement is provided by the Metro Transit Police Department and authorized enforcement agents within the District of Columbia, State of Maryland and Commonwealth of Virginia.**

25. Please provide a copy of the client audits for the past three (3) years.

**ANSWER: WMATA has no clients and therefore there are no client audits available for release.**