



County of El Paso Purchasing Department
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www.epcounty.com

ADDENDUM 1

To: All Interested Bidders

From: Lucy Balderama, Inventory Bid Technician

Date: April 14, 2016

Subject: RFP #16-029, Parking Lot Management Services for the County of El Paso
Overland MDR Parking Lot

This addendum has been issued to notify vendors of the following questions:

1. Page 5 - With regard to the Daily Fee and the two Monthly Fees, are these fees to remain the same throughout the entire contract? If no, how does the awarded vendor gain approval of any rate changes to either daily fee or monthly fees?

Response: Daily and monthly fees are subject to change throughout the contract term. Any rate changes must be approved by Commissioners Court.

2. Page 7 – Please provide data or reports showing the Estimated Monthly Revenue described in Section 3.7.

Response: Please see revenue spreadsheet on our website at www.epcounty.com; click Bids & More; List of Bids.

3. Page 8 – Please provide data or reports showing the number of tickets and average ticket amount described in Section 3.8.

Response: There are currently no tickets issued. Parking spaces are numbered and the parking patron pays at the payment box.

4. Page 9 – Please provide the County policy for parking citations described in Section 7.h

Response: There is no County policy for parking citations but would like the vendor to implement a policy.

5. Please provide a copy of the current Parking Management Agreement with the current vendor.

Response: Please see revenue spreadsheet on our website at www.epcounty.com; click Bids & More; List of Bids.

6. Please provide the revenue reports from January, 2015 – March, 2016.

Response: Please see revenue spreadsheet on our website at www.epcounty.com; click Bids & More; List of Bids.

7. On page 7, item 7, it is noted that the “estimated monthly revenue” is approximately \$30k gross. We know from operating the lot these past several years that this figure is dramatically inaccurate. Your figures would confirm that the monthly gross revenues are substantially less than that. It is closer to only \$10k/monthly. Would the County please clarify?

Response: Estimated monthly revenue \$10,500K

8. On page 8, item 8, it is noted that the lot generates between 300-400 paid fees per day. Having operated the lot the past several years, we know that figure to be substantially incorrect. The number of daily parkers is closer to only 90/day. Would the County please clarify?

Response: Estimated daily parkers 90-100 per day.

9. On page 8, item 9, it is noted that the lot’s hours of operation are only 8:00 a.m. to 5:00 p.m. That is incorrect the lot operates 24 hours/days, 7 days per week. Would the County please clarify?

Response: This is an open unmanned lot and it is available 24/7. Money is currently only collected M-F. The box is not emptied out on Saturdays and Sundays.