



City Of New London

Department of Finance-Purchasing Agent
13 Masonic Street • New London, CT 06320 • Phone (860) 447-5215 • Fax (860) 447-5297

Request for Proposals

ADDENDUM 4

Proposal No.: 2023-09

Addendum No.: 4

Date Issued: April 12, 2023

NLPA Operations and Management

Opening Date and Time: April 27, 2023 at 2:00 P.M.

Bidders Notes: This addendum is issued to provide all potential bidders with answers to questions submitted.

All other terms and conditions remain the same.

This Addendum cover page must be signed and returned with your bid.

Authorized Signature of Bidder

Company Name

Return Bid To:

Joshua Montague, Accounting Purchasing Agent
City of New London
13 Masonic Street
New London, CT 06320

Bids cannot be accepted after the Bid Opening Date and Time indicated above

ADDENDUM 4

NLPA Operations and Management

FROM: Joshua Montague, Accounting Purchasing Agent
TO: Prospective bidders

This Addendum shall be part of the Contract Documents and modifies the original bidding documents. This Addendum is to be acknowledged by the bidders on the Bid Form. Failure to do so may subject the bidder to disqualification.

Changes to prior Addenda:

- N/A

Q&A:

1. I would like to know who had this contract prior to this solicitation?

A1. LAZ Parking

2. Can you kindly provide the Current Enforcement Schedule(s)

A2. 1st Shift: 7AM TO 3PM - 2nd Shift: 12PM to 3PM - 3rd Shift: 12PM to 6PM

3. Can you please advise on the methodology and calculations used to define "utilization occupancy".

A3. The NLPA does not calculate on-street occupancy.

4. Who is responsible for paying for the rekeying of the meters & Pay Stations?

A4. The NLPA is responsible for rekeying of the meters & Pay Stations.

5. Can you kindly provide the current street cleaning schedules, routes, and times please.

A5. (a) Selective downtown sweeping {cleaning} is performed by the City's Department of Public Works' staff on Mondays and Fridays during the warm season or warmer months. (b) The sweeping {cleaning} of Citywide streets is contracted and performed in the Fall by Velia, the New London Water & Sewer Department, to comply with MS4 regulations.

6. What are the current enforcement devices being used (vendor)

A6. Zebra, Handhelds devices.

7. Can you provide the three (3) year historical costs of snow removal on walkways for this contract please.

A7. In general, the NLPA cannot provide a citywide three (3) year history of snow removal on walkways for that is the responsibility of the property owners adjacent to the walkways except for the Ft. Trumbull Parking Zone.

8. General Question – What are any changes in the Scope of work in this RFP as compared to the current operating contract?

A8. The number of metered and permitted parking spaces has grown to 928 from 779 though the total number of metered, non-metered, and permitted parking spaces within the NLPA's parking system has remained the same. (2) The Water Street Garage operates with Summer Seasonal cashiers, as needed, instead of year-round cashiers. (3) The number of parking citations issued has been reduced due to the discontinuance of "predatory" parking citation issuance practices by the previous City enforcement staff, more compliance with on-street parking regulations, and implementation of a parking citation adjudication

2023-09

Hearing process that is conforms to policies, procedures, regulations, and statutes established by the State of Connecticut Department of Motor Vehicle.

9. RFP Section 5.2.3 (page 51/148) - Handheld Devices states that a minimum of three (3) handhelds shall be provided to the Parking Ambassadors. Are these handhelds to be provided by the City or by the contractor?

A9. The City.

10. General Question - Are there any planned changes regarding the City's PCIMS Contractor?

A10. The question is not germane or relevant to the RFP's Scope of Work that is for management and operation of the NLPA's parking system not the City's PCIMS which is operated by a separate entity as stated not throughout the RFP.

11. General Question - Is the City interested in updated citation management systems and technologies?

A11. The question is not germane or relevant to the RFP's Scope of Work that is for management and operation of the NLPA's parking system not the City's PCIMS which is operated by a separate entity as stated not throughout the RFP.

12. General Question - Would the City consider implementing license plate recognition (LPR) Systems?

A12. To the extent as stated in the last paragraph of Section 5.01, states " In the future, parking enforcement equipment could include mobile license plate recognition systems to assist with the identification of vehicles parked overtime, as well as vehicles with multiple outstanding parking citations." There are no immediate plans to implement LPR. If and when a LPR system is implemented, the endeavor will be coordinated with the New London Police Department because of the economy of scale to acquire the necessary equipment.

13. RFP Section 7, Part I (page 62/148) - In keeping with our company's Green Initiative, are we able to submit electronic proposals only and forego hard copies?

A13. Please submit the hard copies in addition to the USB Drive as stated in the RFQ/P.

General Items:

- The mandatory pre-bid meeting originally to be held in-person, will now be held **VIRTUALLY**. There will NOT be an in-person meeting. Attendance at the virtual meeting will still be mandatory to submit a proposal for this project. Below is the link to the meeting:

Topic: Parking Authority – Pre-bid Meeting

Time: Mar 28, 2023 09:45 AM Eastern Time (US and Canada)

Join Zoom Meeting

<https://us06web.zoom.us/j/86577215398>

1-646-558-8656

Meeting ID: 865 7721 5398

Passcode: 1773