

RFP Addendum # 1
Request for Proposals for
PARKING MANAGEMENT SERVICES
(Solicitation # 6078)

Date of Addendum # 1: October 14, 2025

The Request for Proposals (RFP) for the above-named project is amended as noted in this Addendum. This Addendum consists of 3 page(s).

Item 1. The following is a list of questions received and SHA's responses to those questions.

Question 1. Who manages parking garage now?

Response: Garage parking is managed by Republic Parking.

Question 2. If fleet vehicles are parked in fleet stalls but are not plugged in, is that okay?

Response: Yes.

Question 3. What are the hours of operation?

Response: Parking garage operation hours are 05:30 AM to 7:00 PM Monday through Friday, which are different from SHA's business hours, from 8:00 AM to 5:00 PM. Badges are needed to access garage outside business hours.

Question 4. Do you have monthly and hourly parking?

Response: Yes.

Question 5. How many monthly parkers do you have?

Response: It varies but currently we have 34 monthly parkers.

Question 6. Does staff park free?

Response: No, staff get a discounted rate. Parking is free only for SHA's future residents and applicants.

Question 7. Do staff pay daily?

Response: Yes

Question 8. Is parking available to public?

Response: Yes, but SHA is trying to minimize public usage. Staff should get priority during business hours.

Question 9. Are the EV charging stalls public?

Response: No, EV charging stations are reserved for SHA's fleet vehicles only.

Question 10. What is the current equipment configuration and is the garage staffed full time?

Response: SHA took ownership of this building in 2024 and inherited the parking management services contract. The kiosk and parking system is owned by Republic Parking. The selected vendor will provide kiosks, automated gate arms, printers, etc. to operate and implement new innovative system. SHA has a space to accommodate a full-time attendant. There is no customized operational system in place. No, the garage is not staffed full-time.

Question 11. Will vendor need to provide new equipment?

Response: Yes.

Question 12. Is cash required?

Response: No. SHA will consider only credit card transactions.

Question 13. Is there an on-site manager or a requirement for a dedicated manager for the site?

Response: - Currently, there is no full-time manager on site. SHA prefers an on-site attendant during business hours and the availability of phone calls 24/7, but this is not a requirement. The pay-as-you-go system may not need a full-time person.

Question 14. Is there a preference for a gated system?

Response: Yes, the gated system is preferred. Please refer to the scope of work. SHA is looking to improve the current system to a more innovative and inclusive solution which includes planning, installation and implementation of improved models of pay as you leave.

Question 15. Is the garage open to the public and can vendors do independent tours?

Response: Yes, the garage is open to the public during business hours.

Question 16. Is the bank account maintained by the vendor or do deposits go to SHA?

Response: This questions is not very clear.

Question 17. Does SHA expect an on-site attendant to be present at all times during operating hours, or can technology solutions (e.g., intercoms, LPR, remote monitoring) be used to supplement coverage?

Response:

SHA prefers an on-site attendant, but it is not required. SHA will consider an innovative or technological system that requires less human intervention.

Question 18. What is SHA's expectation for enforcement staffing levels (number of officers/attendants)?

Response:

SHA prefers at least one employee to be on-site, but it is not a requirement.

Question 19. For after-hours issues, will vendor staff be required to respond in person, or can SHA's existing security vendor provide coverage?

Response:

SHA prefers support via phone call outside business hours; the selected vendor shall be available by phone 24/7.

Question 20. What parking management software is currently being used by the incumbent contractor?

Response: Paris-IntegraPark.

Question 21. Does SHA prefer a cloud-based parking system or on-premises software?

Response: SHA prefers a system that doesn't require it to be connected or installed on SHA's computers.

Question 22. Will the selected vendor be required to integrate with SHA's IT systems for resident and staff validation?

Response: No, the validations will be done manually if required.

Question 23. The RFP notes approximately \$300,000 in annual gross revenue, does this figure represent gross collections before expenses, or net after management fees and costs?

Response: The estimated revenue is gross.

Question 24. Will startup costs (equipment purchase and installation) be reimbursed separately, or must they be recovered through operating revenues?

Response: No, there will be no upfront payment for the start up costs. Over the term of the contract, revenue will be used to pay it.

Question 25. Would SHA consider alternative pricing models, such as a fixed management fee instead of a revenue share arrangement?

Response: Management fee needs to be provided in proposal to be considered.

Question 26. Are any modernization or construction projects planned that will impact parking availability during the contract term?

Response: There are no plans in the near future.

Question 27. What is the current allocation of spaces among SHA staff, residents, tenants, and the public, and will the vendor be responsible for managing these allocations?

Response: SHA provides 10 visitor parking spots free of charge (up to 2 hours) only for future residents and applicants located on P1. There are 34 Electric charging stations that are reserved for SHA's fleet vehicles only that are located on P2. The selected vendor will be responsible for making sure parking spots are used correctly.

Question 28. Does SHA plan to expand technology features (e.g., EV charging stations, mobile payment, digital permits) as part of this contract?

Response: EV Charging stations are reserved for SHA's fleet vehicles only. SHA may consider opening them to the public in the future with a fee.

END OF RFP ADDENDUM #1