

Addendum # 2

City of Kirkland Municipal Garage Management and Parking Consulting Services Job# 43-21-PW

The following questions were posed during the walk-through but after the attendees had disbanded as a group:

Are the overhead lights in the garage LED, and are they programable?

The lights are LED. They were installed about six years ago as an energy-saving action. According to City maintenance staff, they could be programable were a new controller to be installed.

The following questions were submitted by e-mail subsequent to the walk-through:

Is the parking operator responsible for any elevator service costs (other than the cost to clean elevator cabs daily) or garage utility costs?

The City is responsible for elevator service costs and has a separate contract with Otis for inspections and repairs.

The City pays garage utility costs.

Should parking operator budget for painting and striping refreshes, or does the City cover that cost when it is needed?

The City pays the costs for painting and striping refreshes.

Once the garage is secured at midnight, are parkers who have an access card able to access their vehicle in the garage and leave the garage?

Only Kirkland emergency service providers and a limited number of City staff have key card access to the garage.

Would the City be able to share the current contract with Diamond Parking?

A copy of the current contract can be found at the end of this addendum. The current contract was extended through February 2022 by mutual agreement to accommodate the current RFP process.

The RFP does not specifically ask for pricing, but there was discussion at the site visit about including pricing. Would the city clarify what pricing should be included in the proposal? Is there a preferred type of pricing model?

The City understands that there are or could be a variety of pricing options. Presently, because the City does not charge for parking at the garage, private management assistance is only an expense to the City. As mentioned at the walk-through, we anticipate discussing with the City Council in the coming months about whether to charge for parking in the garage (new), for on-street parking (new), whether to change prices at City-owned surface lots downtown (potential change), whether to charge for parking at waterfront parks (new), and whether to charge for the downtown employee parking program (potential change). The City is looking to review proposed financial/business arrangements, given these options and variables, from those who submit.

Is the net paid amount of parking notices paid (gross collected less tax and CC fees) considered operator revenue to keep, or does that paid notice revenue get remitted to the City?

Respondents are free to propose how net revenue from parking notices paid would be handled. To be clear, "parking notices" in this context are not the same as tickets or infractions issued by City police staff, which are City instruments and revenues.

We noticed there are proximity readers for door access and gate access. Is the successful proposer responsible for maintaining and issuing the access devices?

The City would be responsible for maintenance and repair/replacement if and when needed.

Does the parking operator currently recognize and put notices on vehicles who have been parked over 4 hour limit, or do the police LPR patrols primarily handle that and issue them citations?

The police department enforces over-time violations.

The RFP mentioned the successful proposer would issue parking warning notices.

a. Will the city be providing the successful proposer with a handheld device to issue the notices? There is the assumption the City would like to track warnings issued to vehicles.

No, the City will not provide handheld devices.

b. How many parking warning notices did Diamond Parking issue in 2019, 2020 and 2021?

2019: 57 written notices

2020: 20 written notices prior to pandemic shut-down and economic changes

2021: Zero written notices based upon City's direction with continuing pandemic

These are associated primarily with issues related to the downtown employees parking program on the lower level of the garage.

Should we budget for degreasing stalls every 1-2 years, or does City cover that cost when needed?

Periodic degreasing or deep cleaning is a responsibility of the City.

Would the City be able to provide vehicle occupancy counts by month for the years 2019, 2020 and 2021?

The vehicle occupancy counts for 2020 and 2021 are listed below. These counts were made and recorded by City staff. We do not have such a file for 2019.