

## **CITY OF HOBOKEN**

### **ADDENDUM TO BID DOCUMENTS**

**BID NUMBER: 17 – 01**

#### **PROFESSIONAL OPERATION OF THE OFF STREET PARKING FACILITIES FOR THE CITY OF HOBOKEN**

**This Addendum # 1, dated February 17, 2017** is issued to modify the above mentioned bid documents and is hereby made part of the bid documents. Please attach this Addendum #1 to the original documents in your possession, and ensure same is included in your proposal.

##### **A. Questions and Answers:**

**Q1.** Was the walk through mandatory?

**A1.** NO.

**Q2.** Can the current trailing 24 months of financials be provided?

**A2.** Yes, See attachment with annual payments to the current operator for 2015 & 2016

**Q3.** Does the public works contracting (prevailing wages) pertain to parking employees?

**A3.**No. Prevailing wage applies to PW contracts.

**Q4.** When will answered to the questions be published and where.

**A4.** Addendum will be forwarded to all vendors.

**Q5.** Should proposals include start up purchases for office supplies or will the current furniture and equipment remain?

**A5.** No, Start up purchases of office supplies, furniture, etc. is not required. Yes, Current furniture and equipment will remain.

**Q6.** Is there any plans to replace/upgrade the current PARCS system? Can operators include as part of their proposal?

**A6.** There are plans to replace the PARCS system. The City (HPU) will be purchasing new PARCs system on a separate time table from this bid. The operator should expect that upgrades, patches, or new software could happen during their initial contract year.

**Q7.** Insurance is listed as a Vendor expense but also is on the pricing sheet as a pass thru expense. Please clarify.

**A7.** We purposefully changed how this bid was going out compared to last time for it to be clearer on the insurance matters. General Liability insurance is now part of what the operator's are bidding on. In the last bid round in 2012, the proposal was submitted without that piece. (Instead it was a pass thru expense)

**B. Submission deadline remains the same, March 2, 2017 at 1:00 pm prevailing time.**

This addendum will be publish in the newspaper and posted on the City of Hoboken website to ensure compliance.

There are no other changes to the bid documents as part of this addendum.

ATTEST:

Date: February 17, 2017

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AL B. Dineros, QPA  
Purchasing Agent

Addendum 1 – (Feb 17, 2017) – Bid 17 – 01 – Professional Operation Off-Street Response to Q2

	2016	2015
Reimbursements of Supplies	7,188	7,816
Reimbursement of Services	181,460	158,316
Reimbursement of Utilities	14,456	9,581
Total Reimbursable Expenditures	203,104	175,713
Contracted Payments to Operator	532,352	524,304
Total Payments from HPU to Operator	\$ 735,455	\$ 700,017

Notes:

- 1) This reports the annual payment activity to the Operator. Expenses were incurred evenly on a monthly basis and reimbursed evenly by the HPU within 30-60 days of submission.
  
- 2) The prediction for the amounts of reimbursable expenditures is for it to be lower in 2017 as most/all of the supplies and utility costs will be getting paid directly by the HPU. Reimbursement of services includes all of the health insurance benefits. This is also referred to in Exhibit B.

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FOR THE CITY OF HOBOKEN**

**ACKNOWLEDGMENT OF RECEIPT OF ADDENDA**

The undersigned Bidder hereby acknowledges receipt of the following Addenda:

Addendum Number	Dated	Acknowledge Receipt (initial)
<b>Addendum 1</b>	<b>February 17, 2017</b>	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

**No addenda were received:**

Acknowledged for: \_\_\_\_\_

(Name of Bidder)

By: \_\_\_\_\_ Date: \_\_\_\_\_

(Signature of Authorized Representative)

Name: \_\_\_\_\_ Title/Position: \_\_\_\_\_

(Print or Type)