

TO: All Proposers  
FROM: Rita Kirkland  
DATE: October 11, 2022  
SUBJECT: Proposal Addendum No. 1  
BID# 22-991300  
DATE ISSUED: October 11, 2022  
THE PROJECT: Parking Lot Event Management Services

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## **INTENT**

This addendum is issued to provide a modification/addition to proposal plans and/or specifications.

## **MODIFICATION / ADDITIONS**

1. Does the lot have to be staffed or is mobile pay an option?

**SLPL expects that the lot will be staffed for the duration of revenue collection / intake for a parking event. Once the lot is full or the event intake has concluded, no staffing is required to remain on site.**

2. Is there a simple pricing sheet that needs to be filled out? The sample agreement references Exhibit B - Pricing Page.

***(This can be as simple as a % of revenue split with an estimated sale price LESS direct expenses to help us evaluate an apples to apples cost. Can provide an example of 50% cost share with revenues of 60 spaces times \$20/space less 5% in fees = \$570 / event)***

3. Is the St. Louis Public Library open to installing and paying for newer parking equipment for revenue collection?

**SLPL installed new access control gates in 2022 and does not anticipate purchasing additional equipment for lot operations. Passive revenue collection options may be considered, but they are not the preference at this time.**

4. What type of information are you looking for as it relates to P. Award #5 ("Proposer shall provide information related to current and previous contracts which are similar to the requirements contained in this specification.")

**This information is to determine if and how the proposer provides a similar service for other parking lot owners. This information helps SLPL determine if the proposer has experience relevant to this agreement or if they are proposing something that they have not done before.**

5. Is there any historical revenue information available?

<u>Jan</u>	<u>Feb</u>	<u>Mar</u>	<u>Apr</u>	<u>May</u>	<u>Jun</u>	<u>Jul</u>	<u>Aug</u>	<u>YTD</u>
5,129	3,101	8,645	6,237	7,166	2,940	1,760	724	35,702

6. Is a flat management fee option available or just revenue share?

**Revenue share is the preference because of the potential that SLPL may have to deny some requests for even parking operations due to conflicting SLPL needs, which must be prioritized. A flat management fee can be proposed and reviewed with the caveat that not every revenue opportunity requested will be available.**

I have read and understand the preceding addendum and said changes are reflected in my proposal. The vendor signed addendum should be included with your response packet.

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COMPANY:

\_\_\_\_\_  
VENDOR'S SIGNATURE

\_\_\_\_\_  
TITLE

\_\_\_\_\_  
(Date)