

**DEPARTMENT OF PROCUREMENT SERVICES
UNIVERSITY OF MARYLAND, BALTIMORE
AMENDMENT TO SOLICITATION REQUEST**

1. Date: 11/10/2017	2. Solicitation No.: 88564NB	3. Dated: 10/17/2017
4. To: Vendors		

5. AMENDMENT NO. 2

6. [x] THE ABOVE NUMBERED SOLICITATION REQUEST IS AMENDED AS SET FORTH IN BLOCK 7.

[x] THE HOUR AND/OR DATE OF SOLICITATION OPENING IS CHANGED TO Monday, November 20, 2017

7. DESCRIPTION OF AMENDMENT OR CHANGE.

- a. **Revised** – Cover Page – Building Access is 8:00 a.m. – 5:00 p.m.
- b. **Deleted** – Section III.B.1 - Schedule and facilitate an on-site working session with the engaged entities to present initial findings and discuss suggested opportunities for sharing and/or combining resources
- c. **Revised** – Section III.B.2 – LEFE – Low Emissions Fuel Efficient vehicles
Add – Section III.B.7 – Fleet Operations – Perform an assessment of the current contractual arrangement for the ownership and operation of the current fleet of shuttle buses, and the recommendation of a proposed shuttle bus vehicle purchasing, maintenance and replacement strategy, or other contracting model for shuttle services, including the financial implications of the current and recommended approaches.
- d. **Add** – Section III.C – Meeting Schedule:
 - a. Monthly progress meetings
 - b. Meeting at variable intervals to present deliverables
 - c. Final Presentation
- e. **Revised** – Section III.C – Pre-Final Parking and Transportation Master Plan -- Document Due Date: Thirty-two (32) weeks after receipt of Purchase Order
- f. **Revised** – Section III.D - The awarded offeror shall invoice the University on a monthly basis in nine (9) equal payments.
- g. **Deleted** – Section V.C – ~~NOTE: Financial Condition or Annual Report must be included in this section.~~
- h. **Revised** – Appendix E: UMB Parking Garages and Circular Information
- i. **Revised** – Appendix F: Price Proposal Form
- j. **Revised** – Appendix H: Contract Experience/Reference Form
- k. **Add** – Appendix L: UMB Parking and Transportation Philosophy

8. QUESTIONS CONCERNING THIS ARE TO BE REFERRED TO: Nina L. Baxter – 410-706-7015 – nbaxter@umaryland.edu

UNIVERSITY OF MARYLAND, BALTIMORE

A handwritten signature in black ink, appearing to read 'Nina L. Baxter', written in a cursive style.

BY: _____
Authorized Signature

ACKNOWLEDGEMENT OF RECEIPT OF ADDENDA

SOLICITATION NO. RFP 88564NB

SOLICITATION DUE: 11/20/2017

SOLICITATION FOR: Consulting Services – Parking Consultant

NAME OF VENDOR:: _____

The undersigned, hereby acknowledges the receipt of the following addenda:

Addendum No. 1 Date: 11/2/2017

Addendum No. 2 Date: 11/10/2017

Addendum No. _____ Date: _____

Addendum No. _____ Date: _____

Addendum No. _____ Date: _____

This form must be included in your response.

Signature

Print Name

Title

Date

APPENDIX E

RFP88564NB – UMB PARKING GARAGES AND CIRCULAR INFORMATION

Parking Garages

Name:	Baltimore Grand
Location:	5 North Paca Street Baltimore, Maryland 21201
Total No. Parking Space:	989
Hours of Operation:	24/7
Name:	Pearl Street
Location:	622 West Fayette Street Baltimore, Maryland 21201
Total No. Parking Space:	739
Hours of Operation:	Monday – Friday ; 5:30 a.m. – 11:30 p.m
Name:	Plaza Garage
Location:	500 West Redwood Street Baltimore, Maryland 21201
Total No. Parking Space:	534
Hours of Operation:	24/7
Name:	Pratt Street Garage
Location:	646 West Pratt Street Baltimore, Maryland 21201
Total No. Parking Space:	1001
Hours of Operation:	24/7
Name:	Lexington Garage
Location:	660 West Lexington Street Baltimore, Maryland 21201
Total No. Parking Space:	803
Hours of Operation:	24/7

APPENDIX E

RFP88564NB – UMB PARKING GARAGES AND CIRCULAR INFORMATION

Name: Penn Garage
Location: 120 South Penn Street
Baltimore, Maryland 21201
Total No. Parking Space: 975
Hours of Operation: Monday – Friday ; 5:00 a.m. – 12:00 a.m.

Name: Saratoga Garage
Location: 220 Arch Street
Baltimore, MD 21201
Total No. Parking Space: 919
Hours of Operation: Monday – Friday ; 5:30 a.m. – 10:00 p.m.

Parking Lots

Name: Administration Lot
Location: 215 Pearl Street
Baltimore, Maryland 21201
Total No. Parking Space: 56

Name: Fine Lot
Location: 414 – 418 West Fayette Street
Baltimore, Maryland 21201
Total No. Parking Space: 35

Name: Koester Lot
Location: 650 West Lexington Street
Baltimore, Maryland 21201
Total No. Parking Space: 63

Space:

Lease Parking Garages

Name: BioPark Garage
Location: 1 North Poppleton Street
Baltimore, Maryland 21201
Total No. Parking Space: 638

Name: Lexington Market Garage
Location: 400 West Lexington Street
Baltimore, Maryland 21201
Total No. Parking Space: 400

Name: Redwood Street Garage
Location: 11 South Eutaw Street
Baltimore, Maryland 21201
Total No. Parking Space: 190

Name: Market Center Garage
Location: 221 North Paca Street
Baltimore, Maryland 21201
Total No. Parking Space: 300

**Various other smaller lots totaling an additional 68 spaces*

UMB Shuttle Information: <http://www.umaryland.edu/shuttlebus/routes/>

**RFP88564NB – PRICE PROPOSAL FORM
PRICE SHEET**

I. BASE CONTRACT WORK

Per the RFP, we are quoting a fixed not-to-exceed fee for all costs associated with the provisions of the contract work as describe in the RFP for each report. The total cost noted here, will be evaluated for the award of the contract. The contract term will be paid in nine (9) equal payments.

Not-to-exceed _____ (**\$NTE** _____)

II. HOURLY RATE: Hourly rates are to be provided for all applicable positions as noted below or as needed for this contract. Hourly rates are to include all costs associated with the provision of services. These hourly rate will not be evaluated for the basis of award, but will be used in the event additional tasks, outside of the original scope of work provide with this RFP, are requested.

Please provide the detailed job description for each position.

Positions	Hourly Billing
Contract Principal Consultant:	\$ _____
Others: _____	\$ _____
Others: _____	\$ _____
Others: _____	\$ _____
Others: _____	\$ _____

Firm Name: _____

Signed: _____

Printed Name: _____

Title: _____

**CONTRACT EXPERIENCE/REFERNECE FORM
RFP 88564-NB**

OFFEROR: _____

The Proposer is to complete a "Contract Experience/Reference Form" (Appendix H) for three contracts in which the Proposer has worked on in the past five (5) years. These contracts should be of comparable size and complexity as described herein for UMB

Company / Institution

Name: _____

Company Address: _____

City: _____ State: _____ Zip Code: _____

Contact Name: _____

Contact E-Mail

Address: _____

Contact Phone

Number: _____

Contact Fax

Number: _____

Contract Location (s): _____

Contract Type: _____

Contract Services

Dates: _____

Contract Value: _____

Contract Sales

Volume: _____

Description of services

performed: _____

APPENDIX H

CONTRACT EXPERIENCE/ REFERENCE
RFP 88564-NB

OFFEROR: _____

Company / Institution

Name: _____

Company Address: _____

City: _____ State: _____ Zip Code: _____

Contact Name: _____

Contact E-Mail Address: _____

Contact Phone Number: _____

Contact Fax Number: _____

Contract Location (s): _____

Contract Type: _____

Contract Services Dates: _____

Contract Value: _____

Contract Sales Volume: _____

Description of services performed: _____

APPENDIX H

CONTRACT EXPERIENCE/ REFERENCE
RFP 88564-NB

OFFEROR: _____

Company / Institution
Name: _____

Company Address: _____

City: _____ State: _____ Zip
Code: _____

Contact Name: _____

Contact E-Mail
Address: _____

Contact Phone
Number: _____ Contact Fax
Number: _____

Contract Location (s): _____

Contract Type: _____

Contract Services

Dates: _____

Contract Value: _____

Contract Sales

Volume: _____

Description of services
performed: _____

APPENDIX L

RFP88564NB – UMB PARKING AND TRANSPORTATION PHILOSOPHY

UMB Parking Philosophy Revised & Adopted 5/25/17

1. Parking often provides the first and last impression to those who work and/or visit our campus. As such, parking operations will strive to make the parking experience a positive one.
2. Parking should be considered an important component to attracting and recruiting students, faculty and staff to the University.
3. Parking must be safe and secure and perceived as such.
4. Parking must be a financially sound and competitive operation, able to support investments in parking operations and secondarily investments in the larger University mission.
5. Parking decisions must be based on accurate data vs anecdotal information. Plans will not be based on exceptions.
6. Parking assets/facilities must be maintained in acceptable condition.
7. Parking may pursue acceptable alternative revenue streams to support parking operations.
8. The Parking family includes UMMC & FPI.
9. Parking will be guaranteed for all faculty, staff, and students. However, a specific location for parking will not be guaranteed.
10. Parking rate setting will factor in local competition and benchmark data from peers in urban settings. However, rates for students and lower paid UMB employees will be kept artificially lower.
11. Parking will strive to reflect environmentally sustainable principles in parking operations.