

CERTIFICATE OF ACKNOWLEDGEMENT OF RECEIPT OF ADDENDUM

THE CITY OF  
READING

ADDENDUM NO. 1

Project: Comprehensive Parking Feasibility Study

3:00 PM, Prevailing Time  
DUE DATE: July 31, 2018

This addendum is issued for the purpose of clarifying the intent of the contract documents, for making necessary corrections, deletions, and additions to the documents.

**Questions and Answers:**

**Q1.** With regards to parking occupancy characteristics/surveys what is the boundary of the study area?

**A1.** City wide.

**Q2.** Namely what on-street areas and public/private garages and surface lots are to be covered in the field surveys?

**A2.** All.

**Q3.** Can the City provide a GIS database for purposes of developing a land-use based parking demand model?

**A3.** Please refer to the County of Berks GIS Department.

**Q4.** Is there a fixed schedule for completion?

**A4.** ASAP.

**Q5.** Are the consultants able to make contract language exceptions? As a new vendor, we might need to work with the City on contract language in case there are issues we need to have addressed.

**A5.** It depends on the contract language adjustment being requested.

**Q6.** What agencies and/or departments are included on the selection committee?

**A6.** That has not yet been determined.

**Q7.** Regarding evaluation criteria does the City use weighted measures for each and if so what are those weights/measures?

**A7.** Yes, confidential.

**Q8.** What is the budget for this assignment?

**A8.** A budget has not been determined.

**Q9.** What is the estimated timeline for this project?

**A9.** ASAP.

**Q10.** What is the estimated budget for this project?

**A10.** There is no budget estimate at this time.

**Q11.** What is the project schedule? Does the delivery of the Comprehensive Parking Plan need to meet a specific deadline outlined by the City or community?

**A11.** ASAP.

**Q12.** The RFP references a parking plan for the entire city. Both reports referenced in the RFP only identify an area within the downtown between approximately the river and 11th Street to the east and west, and Walnut to Chestnut Street to the north and south. What is the boundary of the study area for the proposed assessment?

**A12.** The entire City.

**Q13.** Has a City designated parking committee/task force been assigned for this project?

**A13.** Not at this time.

**Q14.** What is the anticipated make-up/representation of Task Force members?

**A14.** N/A.

**Q15.** Is there an estimated fee?

**A15.** No.

**Q16.** Is the inventory from the 2008 study still accurate or will it need to be updated?

**A16.** Unknown.

**Q17.** Have land use patterns changed enough in the downtown that new occupancy counts are warranted for these facilities?

**A17.** Unknown.

**Q18.** Does the City have any bicycle parking inventory?

**A18.** No.

**Q19.** Item H. d) asks to “Identify team members with asset condition assessment experience...” – asset condition assessment is not specifically called for in the scope. Please confirm if this is a task that this RFP requires.

**A19.** Identify team members that are qualified to perform the scope of services requested.

**Q20.** Do you want the parking inventory for this project to include: Type of Parking Yes No  
Reading Parking Authority Parking Lots and Garages On-Street Parking governed by meters or timing On-Street Parking not governed Privately owned off-street parking that is open to the public Privately owned off-street parking not available to the public Other?

**A20.** Please follow the specification.

**Q21.** Can you indicate why the Downtown 2020 Master Plan was never formally approved / adopted?

**A21.** N/A.

**Q22.** Have any individual elements of the 2020 Master Plan been adopted, considered, or are being planned for?

**A22.** Unknown at this time.

**Q23.** What other projects, not included in the Master Plan, are underway or proposed for development?

**A23.** N/A.

**Q24.** Please provide a list of the management and revenue reports you presently receive from the parking access and revenue control system? Will these data be made available for the project?

**A24.** If available this information will be provided to the successful proposer.

**Q25.** The RFP has listed a number of noteworthy goals to be achieved by the Parking Plan. Briefly, however, how would you characterize Reading's principal parking challenges or problems (e.g., lack of compliance, revenue optimization, underutilization, overutilization, improper regulation, lack of supply, etc.), exhibited by the following areas: a. On-street parking b. Parking garages c. Surface lots.

**A25.** Answers to these questions shall come from the selected consultant.

**Q26.** You request that existing bicycle parking shall be inventoried and evaluated. By this do you mean parking areas or facilities for multiple bicycle parking (as in racks or similar equipment) rather than individual bike parking on private property?

**A26.** Bike parking in general.

**Q27.** Does the City of Reading have pre-determined areas or neighborhoods that should be used for the identification of parking need locations?

**A27.** The entire City.

I, HEREBY CERTIFY THAT THE CHANGES COVERED BY THIS ADDENDUM HAVE BEEN TAKEN INTO ACCOUNT.

Firm Name (Type or Print) \_\_\_\_\_

Authorized Signature \_\_\_\_\_

Title \_\_\_\_\_

Name (Type or Print) \_\_\_\_\_

Date \_\_\_\_\_