

**REQUEST FOR PROPOSALS FOR MANAGEMENT SERVICES FOR
THE SAN BERNARDINO INTERNATIONAL AIRPORT PASSENGER
TERMINAL PUBLIC PARKING FACILITY**

ADDENDUM NO. 2

July 25, 2008

Questions regarding clarification of reimbursable expenses:

It is the intent of SBIAA that the Parking Management operator be reimbursed for directly traceable and allocable costs including (1) payroll and personnel costs of employees working at SBD related to responsibilities in fulfilling parking management services, (2) services, fees and charges related to fulfilling parking management services, and (3) supplies or goods delivered to SBD for use in fulfilling parking management services. In the event that expenses are not directly traceable but are properly allocable, the parking management operator shall provide clear and sufficient documentation to support the allocated expenses and the allocation methodology.

It is SBIAA's intent that the reimbursable expenses include, to the extent that such expenses are directly traceable and allocable:

Salaries and Wages, including fringe benefits, overtime pay, holiday pay, sick pay, vacation pay, FICA and Unemployment Insurance, and health insurance.

Services and Commodities, including telephone service, uniforms and badges, routine maintenance of revenue control equipment, office equipment, small tools, postage and shipping, general public liability insurance, workers compensation insurance, ticket stock, advertising for employees, forms and printing, customer service supplies, office supplies, towing, armored car service, employment checks, cleaning supplies, dues and subscriptions, and training/education.

To specifically respond to questions raised by potential respondents to the RFP:

1. The language in Section 4.B of the draft Agreement for Management Services is not intended to exclude directly traceable and allocable expenses for telephone, fax, printing, postage or copies from reimbursement.
2. The draft Agreement for Management Services is a standard form for the provision of management services and is intended to be clarified or modified by the provisions of Exhibit A, the Scope of Services.
3. It is intended that the parking management operator will contract for telephone services and be reimbursed for the directly traceable and allocable expense of such service.
4. It is anticipated that the parking management operator will provide routine and minor maintenance of revenue control equipment and provide for repair of revenue control equipment through a maintenance agreement with an appropriate vendor and be reimbursed for directly traceable and allocable expenses.
5. The draft Exhibit A to the Management Services Agreement (Scope of Services) includes in the Operations Section B, Operator's Responsibilities, 21 enumerated items. Item 11 (radio communication) and Item 12 (Parking Security Staffing) shall not be applicable to the agreement. To be clear, remaining items, excluding Item 20, are to be reimbursed for directly traceable and allocable expenses.
6. Respondents to the RFP are expected to list in detail all anticipated reimbursable expenses on Exhibit D to the RFP (Annual Budget Fee Form) and, if necessary, modify said Exhibit D to the RFP to include expenses not listed on the form.
7. Licenses and fees required of the parking management operator are reimbursable to the extent that they are directly traceable and allocable.

Questions related to insurance and bonding:

The SBIAA anticipates that the parking management operator will provide a performance bond in an amount sufficient to cover the risk of non-performance.

To specifically respond to questions raised by potential respondents to the RFP:

1. SBIAA does not anticipate providing insurance coverage for the parking management operator.

2. Insurance limits are as follows:

Worker's Compensation –	as required by state law
Commercial General Public Liability -	\$2,000,000
Comprehensive Automobile Liability -	\$1,000,000 combined single limit per occurrence

3. The Performance Bond shall be in the amount of \$250,000

Questions related to maintenance:

The SBIAA will provide for maintenance of the parking facilities and related infrastructure. The parking management operator will provide for the routine daily maintenance of revenue control equipment and provide for maintenance agreement with a qualified firm to provide for major maintenance and repair of the revenue control equipment. The parking management operator will also provide for the repair and maintenance of office equipment and other equipment in the parking management operator's possession and control.

To specifically respond to questions raised by potential respondents to the RFP:

1. The SBIAA does not anticipate the parking management operator making any capital investment in the parking facilities.

2. Respondents to this RFP shall include periodic sweeping and trash pickup within the parking lots in their estimates of annual budget costs. The SBIAA, at its option may provide for such services as an alternative.

Questions related to office and employee parking:

The SBIAA will provide reasonable office space located in an existing building within the overflow parking lot (see attached exhibit). Employees of the parking management operator will be permitted to park personal vehicles within the overflow parking lot during their working hours.

To specifically respond to questions raised by potential respondents to the RFP:

1. The parking management operator is to provide data and telephone services and will be reimbursed for directly traceable and allocable expenses related to such services.
2. SBIAA will grant employees with free access for their personal vehicles within the overflow parking lot during their working hours.
3. The parking management operator's office space will include adequate space to store used parking tickets and other documents required to comply with the parking management contract.

Questions related to security:

The SBIAA will provide security patrols for airside and landside operations at the airport including the public parking lots. The parking management operator will not be required to provide security services.

To specifically respond to questions raised by potential respondents to the RFP:

1. The five-story structure referenced in Exhibit A to the Management Services Agreement does not exist and the parking management operator will not be required to provide the security services referenced in Paragraph 12 of the Operator Responsibilities.
2. The SBIAA will provide a golf cart for use by the parking management operator.

Questions related to parking facility and revenue control systems:

The SBIAA will renovate existing parking lots and add additional parking to meet the projected demand for public parking. The design of the parking lots has been completed and work will commence in the near future. The public parking lots will include exit booths in the short term and long term parking lots with revenue control systems that provide a large degree of flexibility to use automated systems.

To specifically respond to questions raised by potential respondents to the RFP:

1. The total number of parking spaces in each parking area is as follows:

Short Term Parking (east of Airport Drive) – 690 spaces (ADA – 31)

Long Term Parking – (west of Airport Drive) – 503 spaces

Overflow Parking – (north of Rialto Drive) – 1742 spaces (ADA – 37)

2. Amano products have been used to determine a design standard for revenue control systems. Amano has not been awarded a contract for supplying revenue control equipment, their products are included in the specifications provided to parking lot contractors but equal systems may be proposed. Details on revenue control equipment actually installed will be provided to the parking management operator when available.

3. See the attached exhibit depicting the current configuration of parking lots and spaces.

4. The parking lot specifications provide for infrared vehicle detectors. We are planning to install in ground vehicle loop detectors which are specifically manufactured for high heat conditions.

5. As currently configured, the parking lots include exit booths with revenue control equipment in the Short Term Lot (3 booths) and Long Term Lot (2 booths). The SBIAA does not anticipate staffing of all these booths during periods of low activity, including the start up of service. Each of the exit lanes will be able to accommodate unattended exits using credit cards or pre-paid vouchers. The Overflow Parking Lot includes eight exit points with automated revenue control devices allowing for unattended exits. While no exit booths are currently planned in Overflow Parking Lot, infrastructure is

included to accommodate their installation in the future.

Questions Related to License Plate Inventory:

The SBIAA intends to reimburse the parking lot operator for the actual cost of acquiring a License Plate Inventory (LPI) system that is compatible with the SBIAA revenue control equipment. Respondents to this RFP are expected to include within Exhibit D to the RFP (Annual Budget Fee Form) the cost of such LPI for reimbursement in a single payment within the first year of the contract term.

Questions related to Finance and Business:

To specifically respond to questions raised by potential respondents to the RFP:

1. Passenger projections included in the RFP are based on the initial passenger traffic anticipated from five arrivals and five departures each day.
2. The SBIAA will establish a landlord/owner banking account for deposit of parking revenues.
3. The SBIAA has established parking rates at \$1.00 per hour, up to \$8.00 per day for the short term parking lot (the lot immediately west of the terminal building and east of Airport Drive) and up to \$6.00 per day for the long term parking lot (the lot immediately west of Airport Drive) and the overflow parking lot (the lot to be constructed to the north of Rialto Avenue).
4. During the initial period of commercial passenger airline operations, the SBIAA may provide incentives such as reduced or free parking.

Questions related to RFP:

To specifically respond to questions raised by potential respondents to the RFP:

1. Instructions as to the number of pages to be included in proposals are contained within the RFP. The RFP also contains specific instructions as to inclusion of exhibits and whether or not the exhibits are excluded from the maximum page count.

2. For purposes of comparison, all proposals are to assume daily operation of the parking facilities 24 hours per day. The SBIAA may reduce the hours of operation and, if so, budgets will be adjusted accordingly during negotiation of final contract terms.

3. Respondents to the RFP are to assume a full-time general manager will assigned to management of parking facilities. Respondents may propose part-time or shared general manager supervision as an alternative to full-time management. In so doing, the respondent is to include within their proposal the amount of savings that would result should the SBIAA agree to reduced supervision.

4. To date, the following parking operators have expressed an interest in this RFP:

ACE Parking Management, Inc.
AMPCO System Parking
Daja International LLC
Diamond Parking Service
Five Star Parking
Parking Concepts, Inc.
Republic Parking System
Sunset Parking Services