

Questions and Answers for Lancaster Parking Authority Parking Supply and Demand RFP

Budget-Related:

- **Is a budget required for submission for this RFP? If so, are cost proposals submitted by proponents required to comply with federal acquisition regulation (FAR) part 31 (federal cost principles for for-profit entities? Do rates need to be based on raw direct pay rate times overhead? Can profit be applied to rate inclusive of overhead?**

The budget has not been established. It will be based on the proposals received.

- **In the Overview of Opportunity, Task 2 and 3 reference add-on costs for each task/neighborhood but the Submission Instructions make no mention of price proposal or how that price should be structured/presented.**

The base price for the proposal includes the Central Business District and the SoWe business corridor. All the other business corridors are add-alts.

- **Is it the Lancaster Parking Authority intent to hold a stakeholders meeting for each of the 10 different geographic locations?**

No. It is anticipated to conduct at least two overall meetings that would cover the entire city, not for each one of these 10 or how many are chosen. Each location is an “add alt” and will be based on final decision and price. Each meeting submitted -- outside of the required meetings --can be priced as an add alt.

Proposal Selection:

- **Can proposal response be printed double-sided?**

The proposal can be submitted however deemed appropriate.

- **Will there be interviews for the top candidates, and when will those interviews take place?**

The need for interviews will be based on the submittals.

- **Who is on the selection committee and/or what departments/agencies are represented?**

The Lancaster Parking Authority (LPA), the City of Lancaster and Lancaster City Alliance (the city’s economic development agency, will be represented on the selection committee.

- **Does the selection committee have an evaluation or score matrix and could that be shared with the consultants?**

That evaluation process is under development.

Parking Supply and Demand:

- **On page 8 are listed 2030 Lancaster City economic development objectives. Are there complementary access and mobility/parking and transportation goals?**

No, only what is listed. The Lancaster Parking Authority (LPA) does develop its own goals in its strategic plan. Mobility and transportation are not core to the LPA; they are more an initiative of the city, county and transit authority. While the RFP asks consultants to look at these areas, the others have main responsibility for mobility and transportation.

- **Are non-commercial privately owned (i.e. Residential, hospital, etc.)/ parking facilities that are privately used, included in the data collection process, except for religious institutions?**

Yes, the study should include all parking inventory in the city, including religious institutions. Hospital inventory should be included even though it may be deemed unusable public inventory because it is owned by a private entity. The same for other religious entities, law offices, etc. The RFP is looking for a macro/gross count, less unusable space in the report.

- **With regards to calculating parking demand what survey days (weekday, Saturday, or both) and what survey hour(s) are required to capture peak period(s) demand?**

In the Central Business District (CBD), peak parking demand hours are Monday through Friday, 8 a.m.-6 p.m. Peak parking demand will vary in neighborhoods.

- **With regards to calculating parking demand (as opposed to surveyed utilization) will the City/LPA provide information on existing land use by type (office, retail, etc.), density (sq.ft., seats, dwelling units), location, and vacancy. If available, what format would that information be provided (Excel spreadsheet, GIS data layer, etc.)?**

Most of that information will be available through the City of Lancaster Master Plan, overseen by the Lancaster City Alliance.

- **Will parking inventory and hourly occupancy data for LPA off-street facilities and metered on-street spaces be provided to the consultant?**

Excellent metrics are available for off-street parking: on-street parking for multi space kiosks total about 300 spaces, and single meter spaces total 900.

- **For purposes of identifying areas of potential on-street and off-street, public or private space gain will the City/LPA provide scalable digital maps of the subject study areas?**

Yes, scalable, digital maps will be provided, upon request.

- **Regarding impact on parking associated with public transit initiatives will the City/LPA provide information on future public transit improvements including but not limited to increased routing, ridership, stations, and stops?**

The city's transit agency, the [Red Rose Transit Authority](#) (RRTA) is updating its master plan. The agency should be asked to provide information.

- **Regarding Question 6 would Red Rose Transit be involved as a stakeholder or should a separate meeting be included as a scope/fee alternative?**

A separate meeting with RRTA should be included.

- **Regarding impact associated with future development, what information will be provided to the consultants (parcel, land use type, density, phasing, displaced existing parking, space to be provided)?**

Any LPA available information will be provided to the consultants.

- **Regarding Question 8, is 2030, the timeframe for *Building on Strength*, the future horizon being considered?**

Yes, and it would be a good idea to include that timeframe.

Other:

- **Please describe the organizational structure on the LPA side that will be used to oversee this project given that the work will include and respond to various needs of formal and informal stakeholder groups.**

Lancaster Parking Authority staff will be available to coordinate the effort.

- **Will all questions from the consultants and responses from the City and LPA be provided to the consultants and by what date?**

Yes, the questions and answers provided are included in this document.

Additional Question and Answer for Lancaster Parking Authority Parking Supply and Demand RFP May 16, 2018

The answer to the second bulleted question listed under “Budgeted-Related” is a bit confusing in that it states the “The base price for the proposal includes the Central Business District and the SoWe business corridor. All the other business corridors are add-ons.”

Was this answer relating to the Base Price to include the Central Business District and the “SoWe Business Corridor” or the entire “SoWe Neighborhood Revitalization Area?” If the term “SoWe Business Corridor” is what was intended, the RFP does not include an area defined as the “SoWe Business Corridor.”

Therefore, are we to assume that the “SoWe Business Corridor” is meant to refer to part or all of “S. Prince/S. Queen Area” and/or the “Manor/King section of the W. King/Columbia/Manor Commercial Hub since both of these areas which are defined in the RFP border the SoWe Neighborhood Revitalization Area?

Some clarification is significant in order to insure that all the prospective bidders have the same understanding of you want for the base price.

The proposal requests a parking supply and demand analysis and forecast for three areas:

- Downtown Core commercial hub
- Two neighborhood revitalization focus areas: SoWe (Southwest) Neighborhood Revitalization Area and SEES (Southeast) Neighborhood Revitalization Area
- Seven commercial hubs: E. King; W. King/Columbia/Manor; S. Duke; S. Prince/S. Queen; Harrisburg Ave./NW Gateway; Train Station Area; New Holland/E. Walnut

The award of the RFP will include at a minimum the Downtown Core commercial hub and the SoWe (Southwest) Neighborhood Revitalization Area. Each area should be priced separately.

Because it is likely that only some additional areas will be chosen for final study, this RFP requires that each of the 10 areas have separate proposals with costs. Each RFP submittal should include SEPARATE discussion and bids with costs for the 10 different areas. Some areas will intersect.