Pre-Proposal Conference for Valet Parking/Shuttle Services for the County of San Mateo Projects
1. Introduction
   i. PDU Team
   ii. Proposer Teams
2. Project Overview
3. Scope of Services
4. Proposal Requirements
5. RFP Schedule
6. Q&A
7. Site Visit
Project Overview – PDU Projects

See PDU website at https://cmo.smcgov.org/pdu
Project Overview
San Mateo Health Campus Upgrade Project

1. 24/7 County Hospital
2. Approximately 1,100 staff – Approximately 700 spots available on-site
Project Overview
San Mateo Health Campus Upgrade Project

1. Anticipated start date for the Valet/Shuttle Service – Early November 2018
3. Goal is to maximize the on-site parking
## Project Overview
San Mateo Health Campus Upgrade Project

Construction Phasing and Parking Impact:

<table>
<thead>
<tr>
<th>Description</th>
<th>San Mateo Health Campus Upgrade Project</th>
</tr>
</thead>
<tbody>
<tr>
<td>Parking spaces currently available on-site</td>
<td>732</td>
</tr>
<tr>
<td>Parking provided to Contractor on-site</td>
<td>(130)</td>
</tr>
<tr>
<td>Parking spaces lost due to construction</td>
<td>(154)</td>
</tr>
<tr>
<td>Parking spaces lost due to DPW Projects</td>
<td>(10)</td>
</tr>
<tr>
<td>Total parking spaces available on campus</td>
<td>438</td>
</tr>
<tr>
<td>Parking spaces deficit on campus</td>
<td>(294)</td>
</tr>
</tbody>
</table>
Project Overview
San Mateo Health Campus Upgrade Project

1. Approximately 200 Parking Spots off-site
2. Shuttle service required for off-site parking
3. One of two options will be finalized
Project Overview
San Mateo Government Center Center Projects
Project Overview
San Mateo Government Center Projects

Existing Parking ~1569
Parking During Construction ~1078
Parking After Construction ~2098

Parking Locations

<table>
<thead>
<tr>
<th>Location</th>
<th>Displaced During Construction</th>
</tr>
</thead>
<tbody>
<tr>
<td>Jury Parking Lot</td>
<td>-151</td>
</tr>
<tr>
<td>Childcare Center Lot</td>
<td>-128</td>
</tr>
<tr>
<td>Street (County Center/Hamilton)</td>
<td>-90</td>
</tr>
<tr>
<td>Lathrop House Lot</td>
<td>-11</td>
</tr>
<tr>
<td>History Museum Lot</td>
<td>-18</td>
</tr>
<tr>
<td>BOS/CMO/Courts Lot</td>
<td>-24</td>
</tr>
<tr>
<td>Credit Union Lot</td>
<td>-39</td>
</tr>
<tr>
<td>Bradford Lot</td>
<td>-30</td>
</tr>
<tr>
<td><strong>Total Stalls Displaced</strong></td>
<td><strong>-491</strong></td>
</tr>
</tbody>
</table>

Government Center Aerial Map
Project Overview
San Mateo Government Center Projects

Anticipated Service Period: June 2019 to March 2021.
Goal is to maximize on-site parking with overflow parking off-site.

**A. Valet Parking at Existing Parking Garage** at 400 Middlefield Road, Redwood City

**B. Shuttle to Off-site Parking at County property** at 1402 Maple Street, Redwood City
San Mateo Government Center Projects
On-site Parking at 400 Middlefield Road

Existing Garage:
- Basement (Gated): Assigned 132
- G/F: Public 122
- G/F Ramp: Employees 40
- 2/F-5/F: Employees 634
- Total = 928
San Mateo Government Center Projects
Off-site Parking at 1402 Maple Street

You are here (Trailer)
Scope of Services

Provide labor, supervision, management, vehicles, equipment, materials, & tools for delivering:

1. On-Site: Valet Parking
2. Off-Site: Shuttle Service
3. Operation Hours 7:00am to 6:00pm Mon to Fri excluding holidays
4. Services for Employees and Visitors
5. Wait time <5 mins for Valet and <10 mins for Shuttle
6. Process to inform employees when on-site parking is close to full via website, text message, app or others
7. Professional team for high quality customer services
Proposal Requirements

• 20-pages single-sided

• Detailed Staffing Plan

• Detailed Service Plan for On-site Valet and Off-site Shuttle

• Proof of Insurance Coverage

• Applicable Licensing and Minimum Wages

• Lump Sum Fees and Itemized Cost Breakdowns for each Project (i.e. Medical Center and Government Center)
Evaluation Criteria

**BEST VALUE** Selection

1. Experience and Qualifications
2. Price
3. Project Plan
4. Financial Strength
5. Safety Record and Plan
### RFP Schedule

<table>
<thead>
<tr>
<th>Event</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>RFP Release</td>
<td>August 23, 2018</td>
</tr>
<tr>
<td><strong>Mandatory Pre-Proposal Conference/Site Visit</strong></td>
<td>August 30, 2018</td>
</tr>
<tr>
<td>Questions via e-mail Due at 5pm PDT</td>
<td>August 31, 2018</td>
</tr>
<tr>
<td>Responses to Questions Posted to Webpage</td>
<td>September 4, 2018</td>
</tr>
<tr>
<td><strong>Scope of Services &amp; Fee Proposals Due at 2:30pm PDT</strong></td>
<td>September 10, 2018</td>
</tr>
<tr>
<td>Notice of Intent to Award</td>
<td>September 14, 2018</td>
</tr>
<tr>
<td>Board of Supervisors Approves Contract</td>
<td>October 2, 2018</td>
</tr>
<tr>
<td>Work Commencement</td>
<td>November 5, 2018</td>
</tr>
<tr>
<td>Contract Ends</td>
<td>December 31, 2021</td>
</tr>
</tbody>
</table>
Questions?
Thank you!

**Site Visit** follows immediately — meet first at promenade entry of County Garage at 400 Middlefield Rd, Redwood City and then San Mateo Medical Center at 37th Ave, San Mateo

**Questions** due tomorrow August 31, 2018 at 5:00pm PDT

**Proposals** due September 10, 2018 at 2:30pm PDT

Project Contact:
Sam Lin, Manager
County of San Mateo Project Development Unit
1402 Maple Street, Redwood City, CA 94063
Email: slin@smcgov.org
PDU Website: https://cmo.smcgov.org/pdu