

Q & A Document – Mortimer and East End Garages RFP – June 28, 2022

General Questions	Answers																				
1. Are there any other blocks of spaces [committed to others] and at what rates? Mortimer Garage	No																				
2. With respect to other multifamily developments proposed for downtown, are there other discussions underway for spaces?	There are no specific discussions underway, but we anticipate a few projects coming out of the Downtown Revitalization Initiative that is currently being planned.																				
3. I think the last capital needs study posted is 2019. Is another one underway? I have in my mind that there was an annual or every other year update with the State?	<p>The garages are reviewed annually through the City’s garage maintenance and repair program – the documents provided for this RFP should suffice as the garages are in good shape overall.</p> <p>State and City codes require a garage condition assessment every 3 years (Attachment E). The last garage inspection report - October 2019 is attached to the RFP (Attachment B). The next garage inspection is scheduled to start in summer 2022 with completion in fall 2022.</p> <p>Under the City’s parking garage evaluation and repair program, garage inspections are performed every three years, 5-year capital improvement plans are updated annually (Attachment B), and maintenance and repairs are performed annually to maintain the current condition of the garage.</p>																				
4. Can we please discuss any recent capital needs studies and recent state requirements for updated studies?	Asked and answered above at item no. 3																				
5. Are site plans, electrical drawings, plumbing drawings and/or engineering drawings for each level of the structure, available?	<p>Limited drawings are available for each garage, including but not limited to, original construction drawings and repair projects, structural, electrical and plumbing systems.</p> <p>Available drawings are posted on the RFP webpage</p>																				
6. What is the daily average number of cars parking in the garage for the past year?	<p>Average daily <i>transient</i> cars at Mortimer during last 12 months: 74 Average <i>monthly</i> cars at Mortimer during last 12 months: 347 Average daily <i>transient</i> cars at East End during last 12 months: 164 Average <i>monthly</i> cars at East End during last 12 months: 760</p>																				
7. I am looking to make a good deal for both of us. What is the price that you are looking to sell each garage for?	The minimum bid for the Mortimer Garage is \$2,285,000 and for the East End Garage is \$3,090,000. Please see the RFP documents on the City's website for the bid process and submission requirements.																				
8. Are historical Income and Expense Statements available?	<table><tr><td></td><td>Actual</td><td>Actual</td><td>Actual</td><td>Actual</td></tr><tr><td><u>Revenue</u></td><td><u>2017-18</u></td><td><u>2018-19</u></td><td><u>2019-20</u></td><td><u>2020-21</u></td></tr><tr><td>East End Garage</td><td>990,865</td><td>1,068,958</td><td>718,161</td><td>516,666</td></tr><tr><td>Mortimer Garage</td><td>186,676</td><td>591,438</td><td>533,056</td><td>614,171</td></tr></table> <p>Expenses can be discussed during negotiations.</p>		Actual	Actual	Actual	Actual	<u>Revenue</u>	<u>2017-18</u>	<u>2018-19</u>	<u>2019-20</u>	<u>2020-21</u>	East End Garage	990,865	1,068,958	718,161	516,666	Mortimer Garage	186,676	591,438	533,056	614,171
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9. When will the property be assessed real estate taxes?	The property will go back on the tax roll upon the date of transfer. It will be charged supplemental taxes from the date of transfer to the end of the fiscal year and those taxes will be added to the next fiscal year’s bill.																				

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10. During the last round of parking RFPs there was discussion of new state requirement on annual 3rd party review of capital needs. Do you know if that state requirement was implemented or has been completed by the city?	State and City laws, implemented in 2018 and 2020, for parking garage operating permit and condition assessment are provided in the RFP - Attachment E.
11. Could the city provide a summary of capital spent over the last 3 years since the capital needs study. In particular any sealing/concrete replacement work done relative to the salt erosion at Mortimer?	Estimated cost for capital improvements are provided in the RFP - Attachment B. (condition report and estimate)
12. What kind of PARCS is in the garages? Parking Access and Revenue control	'Parking Soft/T2 Systems Ascent' parking access and revenue control software and equipment.
13. Are there historical P & L's available?	See above for revenue information
14. Are these union operations?	The city uses contracted vendors and is unaware of the status of their employees' union membership status
15. Is there a parking tax in place?	No
16. Are there cashiers or are the garages pay on foot operations?	There are no cashiers. Equipment is pay-in-lane and pay-on-foot.

<u>East End Garage Question</u>	<u>East End Garage Answer</u>																		
1. Provide public revenue sans specific agreements for the past 5 years (we are also trying to gather some info on pre-covid activity)	<p>Actual revenue figures include ALL sources; “specific agreements” are not removed.</p> <table><thead><tr><th></th><th><u>Actual</u> 2016-17</th><th><u>Actual</u> 2017-18</th><th><u>Actual</u> 2018-19</th><th><u>Actual</u> 2019-20</th><th><u>Actual</u> 2020-21</th></tr></thead><tbody><tr><td><u>Revenue</u></td><td></td><td></td><td></td><td></td><td></td></tr><tr><td>East End Garage</td><td>988,761</td><td>990,865</td><td>1,068,958</td><td>718,161</td><td>516,666</td></tr></tbody></table>		<u>Actual</u> 2016-17	<u>Actual</u> 2017-18	<u>Actual</u> 2018-19	<u>Actual</u> 2019-20	<u>Actual</u> 2020-21	<u>Revenue</u>						East End Garage	988,761	990,865	1,068,958	718,161	516,666
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East End Garage	988,761	990,865	1,068,958	718,161	516,666														
2. Provide event schedule for the past 5 years	<p>Event parking operations are in place during:</p> <ol style="list-style-type: none">1. RPO performances (including matinees)2. UR Graduations3. Jazz Fest4. Fringe Fest																		
3. Provide a summary of operational costs for the past 5 years	<p>Operational costs for the City will not accurately reflect what a private owner/operator will experience, due to the way overall City Parking Bureau expenses are allocated across several garages. The operational expenses can be discussed during negotiations. <i>Generally speaking</i>, pre-covid annual operation expenses for EEG were approximately \$425K. During and after covid-related closures, they are approximately \$225K annually.</p>																		
4. Provide a summary of capital improvements over the past 3 years	<p>See attached Summary of Capital Improvements documents for each garage.</p>																		

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5. Any information on snow hauling/plowing procedures	The City uses a public bidding process to procure a contractor for snow plowing and hauling services during major snow events. The Bureau of Parking plows outside of major snow events, using its own truck and drivers.
6. Provide a summary of the appraisal	Using the property description information published in the RFP and the revenue figures provided above, valuation of the garage was based on a stabilized income of \$800,000 with stabilized general expenses of \$265,000, and management fee estimates of \$32,000. Capitalization of net operating income of \$502,168 indicates a market value of \$4,360,000 at \$3,401 per space. However, the present value of future repairs, maintenance and improvement planned over the next 5 years was removed. That amount was \$1,268,643 which leaves the following: Present Market Value: \$3,090,000 Value Per Space: \$2,410
7. Any warranty information on existing mechanicals?	Summary of warranty* start and expiration dates for each of the garages are attached to the RFP website as separate PDFs. *Note that warranty transfer is subject to each warranty's terms and conditions.
8. Any as-built or construction drawing that you may have available?	Original construction and project record drawings are available. See RFP website for available drawings.