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Addendum 1
Solicitation 26-AA17
Request for Proposals for Parking Assets Management Services

This addendum serves to notify all bidders of the following changes to the solicitation documents:

1. Attached is the pre-proposal attendees list with contact information.

The following questions asked are answered *in italics*.

2. Section I-11 states the award will be the parking operations management contract. Will the City consider separately procuring, or accepting a separate proposal for, the mobile payment functions described in Section IV-3 B? *No, the City is not interested in separating out mobile payment functions. Entities who only provide mobile payment functions should consider working with a parking operator/management entity.*

3. For the minimum qualifications in Section IV-4, can the experience of a named subcontractor count toward the requirements, or must the prime Proposer meet them on its own? *The Proposer must meet the parking operator qualifications.*

4. If a company wants to work with a different entity to co-submit, would the City be willing to use their technology for on-street parking? ***Please note that this answer is different from the answer provided during the meeting because the project team feels they didn't properly understand the question at that time.*** *The City already has technology in use with another vendor for on-street parking so would not be using other technology for on-street parking.*

5. Can you provide an overview of the City's snow and ice removal/abatement? *The City has public works procedures for clearing on-street snow. For off-street parking, the parking management company typically contracts to a third party for snow and ice removal with defined expectations. This is one of the largest expenses.*

   Surface lots must be plowed entirely. In ramps, we usually have upper decks and some blow-in on other levels that need to be cleared. Some of the facilities have snow chutes, but not all of them. For those that don't, the snow needs to be hauled out.

6. Do rooftops need to be cleared on all facilities, or can they be closed when there is a snow event? *We expect them to be open but occasionally have closed some in the past to save costs if the ramp usage allows it. This would only be allowed with prior City approval. Even if it's closed, the rooftops may still need to be cleared occasionally because we need to watch the snow load per engineering specifications.*

7. What is the office availability for operators? *We expect the parking management firm to have a local office open during regular business hours and weekdays, preferably centrally located and accessible. There is office space that may be leased/rented in the building adjacent to the Technology Village Ramp, but it is not a requirement to use that particular space. The City does not provide office space.*

8. How should we handle site visits? *Contact Mark Bauer at mbauer@duluthmn.gov*.

Please acknowledge receipt of this Addendum by initialing and dating Addendum1 on Appendix A – Proposal Cover Sheet.

Posted: October 26, 2026

Pre-bid Meeting Attendees for 26-AA17 RFP for Parking Assets Management Services

October 22, 2026, 10AM Central Time

Name	Company	Phone	Email
Patrick Phillips	Premium Parking	716-570-3507	pphillips@premiumparking.com
Jack Skelton	PCI Municipal Services	423-298-2860	jskelton@municipalparking.com
Michael McCarthy	Interstate Parking	303-241-0018	mmccarthy@interstateparking.com
Isaiah Helmin	Interstate Parking	507-401-0163	jhelmin@interstateparking.com
Bryn Pollard	Interstate Parking	218-606-8588	bpollard@interstateparking.com
Mitch Grant	SpotHero	773-368-9125	Mmitch.grant@spothero.com
Tony Janowiec	Interstate Parking		tjanowiec@interstateparking.com
Alison Thoms	Interstate Parking	414-279-5404	athoms@interstateparking.com
Victoria Robert	Premium Parking	318-816-8103	vrobert@premiumparking.com
Michael O'Brien	ABM	551-427-4985	michael.obrien@abm.com
Robin Miller	LUV Parking	281-466-9228	robin.miller@weluv2park.com