

**ADDENDUM NO. 3
TO
REQUEST FOR PROPOSAL FOR
GROUND TRANSPORTATION MANAGEMENT SYSTEM (GTMS)**

GREENVILLE-SPARTANBURG AIRPORT DISTRICT

January 12, 2024

This ADDENDUM forms a part of the Request for Proposal dated 12/13/2023. Acknowledge receipt of this ADDENDUM in proposal. Failure to do so may subject Bidder to disqualification.

Question #13: Who currently processes citations issued by the airport? (The airport, the city, third party partner, etc)

Answer #13: The Airport District processes citations, specifically our Police Department.

Question #14: What are the citation fine amounts for the following violations? 1). Unauthorized parking, 2). Overstay/excessive dwell time, 3). Any other specific violations that GSP would envision improving compliance for with the ability to enforce automatically via camera sensors.

Answer #14: As referenced in Question #7 from Addendum No. 1, the citation amounts vary based off the violation. The citation amount for most of the violations (unauthorized parking for example) is \$25.00. The District currently does not have a specific citation related to excessive dwell time, however, failure to comply with a lawful order from a Police Officer could result in a citation of \$470.

Question #15: Does the 20 page limit and double sided format for proposals mean the limit is 20 double-sided pages (i.e. 40 pages worth of content) or 10 double-sided pages (i.e 20 pages worth of content)?

Answer #15: Yes, 20 double-sided pages to equal 40 pages worth of content.

Question #16: What's the evaluation/selection formula?

Answer #16: As written in the RFP, "Proposals will be assessed to determine the most comprehensive, competitive and best value solution for the District based on, but not limited to, the criteria below. The District reserves the right to modify the evaluation criteria or waive portions thereof. Proposals will be evaluated on the following criteria in order of precedence:

- a. Solution capabilities;
- b. Qualifications and experience of the company providing similar services for similar projects;
- c. Implementation Schedule;
- d. Fee Schedule;
- e. Proposal responsiveness, readability, and overall relevance of proposal package.

Question #17: What is your current citation process?

Answer #17: See question #14.

Question #18: What is your current permitting process?

Answer #18: The District currently issues annual permits to all non-tenant ground transportation companies. The permit consists of an annual permit fee as well as issuance of a permit hang tag.

Question #19: In an effort to reduce our environmental impact from printing, paper and overnight courier, would the GSP International Airport please consider foregoing the requirement for a hardcopy submission and accept only electronic versions submitted to GSP International Airport?

Answer #19: Yes, the District will not require the hardcopy submission and will accept only electronic submissions. However, hardcopy submissions are recommended.

Question #20: Please provide the following operational information: 1). Number of commercial vehicles registered in current system, by GT category. 2). Summary of ground transportation revenue generated in 2022, by category if possible. 3). Number of ground transportation invoices issued each month. 4). Copy of current ground transportation fee structure

Answer #20: 1). Currently, 16 permitted bus/limo providers and 12 permitted hotel/motel shuttle providers. 2). CY 2022 ground transportation gross revenue - \$790k (\$470k general ground transportation and \$320k in TNC revenue). 3). Varies from 8-10 due to the self-reporting nature of our current permit process. 4). See question No. 5 from Addendum No. 1.

Question #21: Please provide additional information on the purpose of new system: is the District looking for a system to provide new functionality, to replace current functionality that is not working as desired, is there a need to replace old equipment, etc.?

Answer #21: All ground transportation providers self-report their activity from the previous month, so the District is looking to add a “new” system to automate and audit this process.

Question #22: Please provide additional information on the desired integration with Civix ABRM software, such as the GTMS functionality to be integrated, the GTMS data to be shared, what format that data should be in, etc.

Answer #22: The desired integration is to transfer data from the GTMS to ABRM, so ABRM can generate and deliver the invoices (from the data generated out of the GTMS) to the GT provider. An Excel or CSV file format is acceptable if a direct integration can't be made.

Question #23: Is the functionality to be integrated with Civix ABRM new or existing?

Answer #23: New.

Question #24: Please provide a sample project contract document for compliance review.

Answer #24: This will be provided as a separate addendum.