



Department of Public Works

Ghassan Korban
Commissioner of Public Works

Preston D. Cole
Director of Operations

March 26, 2013

ADDENDUM NUMBER ONE (1) TO
OFFICIAL NOTICE NUMBER 45
FOR
CITY OF MILWAUKEE
COUNTING, PROCESSING AND MAINTAINING
PARKING METER COLLECTIONS

TO: All potential bidders to the above-referenced bid specifications for parking meter coin counting and processing:

FROM: Jeremy Weisling, City of Milwaukee Parking Operations Supervisor

On page four of the Instructions to Bidders referenced above, please delete the following paragraphs listed under number II Bids. below:

"II. BIDS – Each bid shall be legibly typed, written or printed in black ink on the Bid Form provided in this copy of proposed contract documents. No alterations to the printed forms shall be permitted. All addenda to the contract documents, properly signed by the bidder, shall accompany the bid submittal.

Each bid shall be enclosed in a sealed envelope or wrapping, addressed to the Department of Public Works, identified on the outside with the words **"PARKING METER COIN COUNTING BID"** and filed with the Commissioner of Public Works, Room 506, Municipal Building, 841 North Broadway, Milwaukee, Wisconsin 53202 by the deadline of 10:30 AM on April 4, 2013"

and replace in their entirety with the following paragraphs:

"II. BIDS – Each bid shall be legibly typed, written or printed in black ink on the Bid Form provided in this copy of proposed contract documents. No alterations to the printed forms shall be permitted. All addenda to the contract documents, properly signed by the bidder, shall accompany the bid submittal.

Each bid shall be enclosed in a sealed envelope or wrapping, addressed to the Department of Public Works, identified on the outside with the words **"PARKING METER COIN COUNTING BID"** and filed with the Commissioner of Public Works, Room 506, Municipal Building, 841 North Broadway, Milwaukee, Wisconsin 53202 by the deadline of **10:30 AM on April 25, 2013"**





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On page four of the Instructions to Bidders Referenced above, please delete the following paragraphs listed under number VII. Interpretation of Contract Documents, below:

VII. INTERPRETATION OF CONTRACT DOCUMENTS - All questions regarding the Request for Bids and the selection process must be made in writing, to the Commissioner of Public works, care of Jeremy Weisling, Parking Operations, 841 North Broadway, Room 501, Milwaukee, WI 53202. Questions may also be faxed to (414)286-0535 or emailed to jeremy.weisling@milwaukee.gov. **Only written answers will be binding upon the City.** No questions, oral or written, will be permitted after 4:30 P.M. Tuesday, March 26, 2013, so that all responses can be prepared and made available to all bidders before the bid submittal deadline.

Responses to questions will be prepared and sent via email or fax to all prospective bidders by no later than Thursday, March 28, 2013 at 4:30. **TO RECEIVE THE CITY'S RESPONSE, EACH VENDOR MUST REGISTER HIS/HER COMPANY'S NAME ON THE PLAN HOLDERS' LIST BY CALLING 414-286-3314.**

And replace in their entirety with the following paragraphs:

VII. INTERPRETATION OF CONTRACT DOCUMENTS - All questions regarding the Request for Bids and the selection process must be made in writing, to the Commissioner of Public works, care of Jeremy Weisling, Parking Operations, 841 North Broadway, Room 501, Milwaukee, WI 53202. Questions may also be faxed to (414)286-0535 or emailed to jeremy.weisling@milwaukee.gov. **Only written answers will be binding upon the City.** No questions, oral or written, will be permitted after **4:30 P.M. Tuesday, April 16, 2013**, so that all responses can be prepared and made available to all bidders before the bid submittal deadline.

Responses to questions will be prepared and sent via email or fax to all prospective bidders by no later than **Thursday, April 18, 2013 at 4:30 P.M.** **TO RECEIVE THE CITY'S RESPONSE, EACH VENDOR MUST REGISTER HIS/HER COMPANY'S NAME ON THE PLAN HOLDERS' LIST BY CALLING 414-286-3314**

On page seven of the above Specifications for Parking Meter Coin Counting, please delete the following paragraphs listed under 1. General, below:





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“1. General These specifications, together with the Official Notice, Instructions to Bidders, and the Contract Agreement define the terms of the Contract between the City of Milwaukee and the private contractor for the counting, processing and maintenance of parking meter coin collections. The City currently has approximately 6,400 metered parking spaces. Approximately 3,400 of these are served by single space parking meters and are divided into 45 routes. Each of these routes are collected on a weekly basis and each route will have at least one tank cart or bag in which all coins are carried. In addition to these routes, the City has installed 303 multi-space parking meters. Each of the multi-space meters contains a single bag of coins and is collected as directed by the Department of Public Works. Approximately 125 multi-space meters are collected each week.

The Contract term will be for three (3) years with an option for one 2 – year extension with mutual agreement between the City and the contractor. The contract will commence on Wednesday, May 1, 2013.

The Contract documents are intended to provide for the complete work under Contractor’s supervision and control. Contractor shall perform everything required by the terms of this contract and shall provide and furnish everything necessary to carry out and protect the work in accordance with the terms of the contract documents at the price set forth therein.”

And replace in their entirety with the following paragraphs:

“1. General These specifications, together with the Official Notice, Instructions to Bidders, and the Contract Agreement define the terms of the Contract between the City of Milwaukee and the private contractor for the counting, processing and maintenance of parking meter coin collections. The City currently has approximately 6,400 metered parking spaces. Approximately 3,400 of these are served by single space parking meters and are divided into 45 routes. Each of these routes are collected on a weekly basis and each route will have at least one tank cart or bag in which all coins are carried. In addition to these routes, the City has installed 303 multi-space parking meters. Each of the multi-space meters contains a single bag of coins and is collected as directed by the Department of Public Works. Approximately 125 multi-space meters are collected each week.

The Contract term will be for three (3) years with an option for one 2 – year extension with mutual agreement between the City and the contractor. The contract will commence on **Monday, June 1, 2013.**





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The Contract documents are intended to provide for the complete work under Contractor's supervision and control. Contractor shall perform everything required by the terms of this contract and shall provide and furnish everything necessary to carry out and protect the work in accordance with the terms of the contract documents at the price set forth therein."

Please sign the acknowledgement to the receipt of this addendum number 1 below and fax to Jeremy Weisling at (414) 286-0535 or email jeremy.weisling@milwaukee.gov by Thursday, April 4, 2013.

Sincerely,

Jeremy Weisling
Parking Operations Supervisor

I acknowledge receipt of Addendum Number 1 "Dates of Bid Opening". I am faxing this back to Jeremy Weisling at (414) 286-0535 or jeremy.weisling@milwaukee.gov by April 4, 2013.

Signed: _____ Print Name: _____

Company: _____

Address: _____

City/State/Zip _____

