



Pre-Proposal Conference for
Valet Parking/Shuttle Services
for the County of San Mateo Projects

COUNTY OF SAN MATEO



Agenda

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>



[PDU Home](#)

[About Us](#)

[All Projects](#)

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[View Map](#)

[Financial Services](#)

CONTACT US

PROJECT DEVELOPMENT
UNIT

1402 Maple Street

Cordilleras Mental Health Facility



Scott Gurley, Project Manager... [View »](#)

Lathrop House Relocation



Catherine Chan, Project Manager... [View »](#)

County Office Building #3



Catherine Chan, Project Manager... [View »](#)

Pescadero Fire Station Project



Laurence Maller, Project Manager... [View »](#)

Government Center Parking Structure



Catherine Chan, Project Manager... [View »](#)

South San Francisco Health Campus



Laurence Maller, Project Manager... [View »](#)

Health System Campus



Paul Hundal, Projects Manager... [View »](#)

La Honda Firehouse 57 Remodel & Waterline Extension



Laurence Maller, Project Manager... [View »](#)

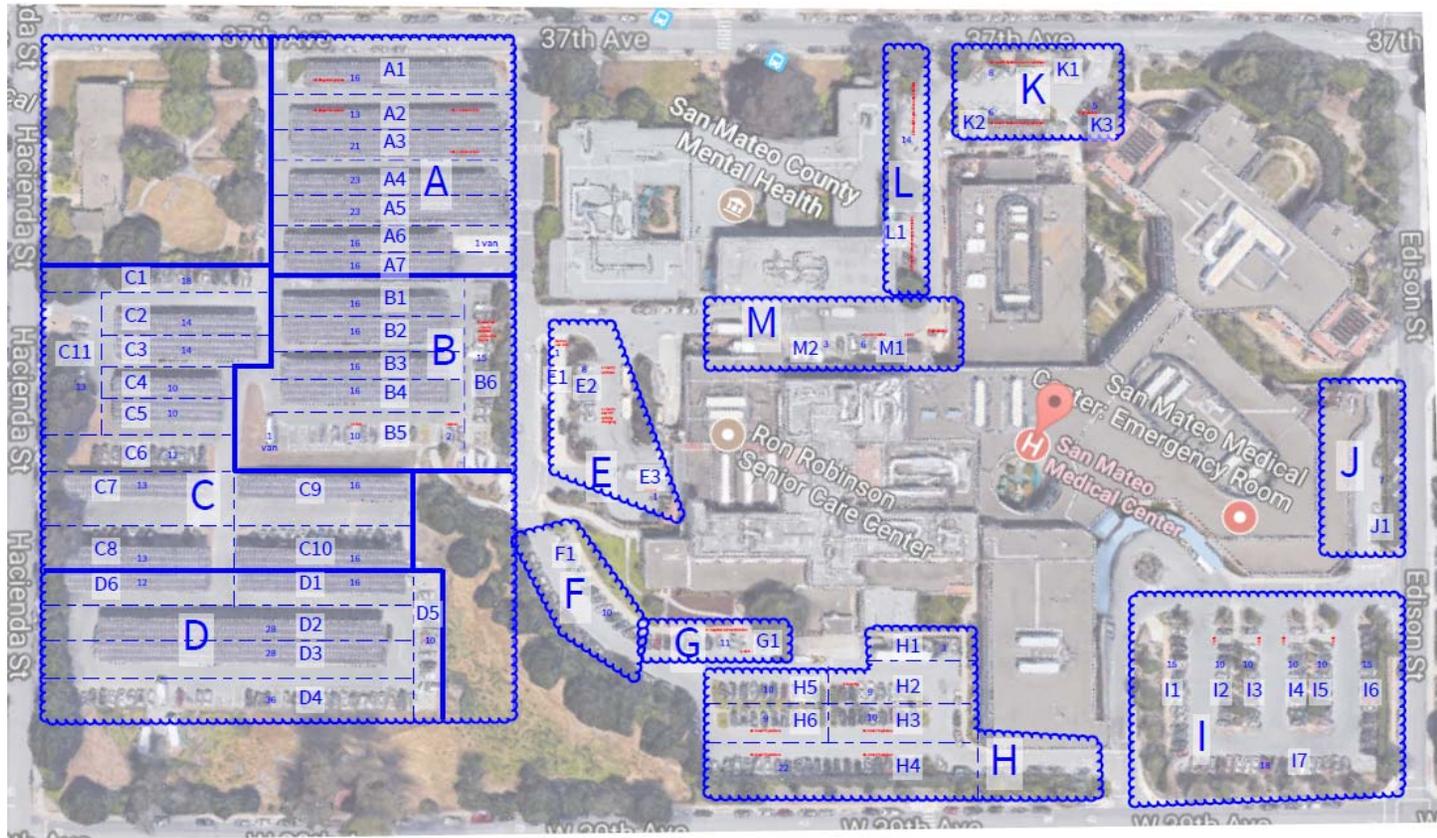
COUNTY OF SAN MATEO



Project Overview

San Mateo Health Campus Upgrade Project

1. 24/7 County Hospital
2. Approximately 1,100 staff – Approximately 700 spots available on-site



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Project Overview

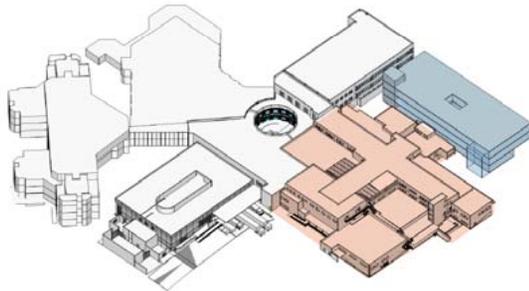
San Mateo Health Campus Upgrade Project

1. Anticipated start date for the Valet/Shuttle Service – Early November 2018
2. Anticipated completion of Valet/Shuttle Service – December 2021.
3. Goal is to maximize the on-site parking

NEW BUILDING SCHEDULE / PHASING

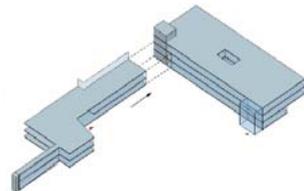
PHASE 1: ADMINISTRATION BUILDING

- 50,000 SF
- Doctors' parking lot
- Begin construction early Q1 2019



PHASE 2: LINK BUILDING

- 20,000 SF
- Connects new Administration Bldg back to the hospital
- Begin construction in Q1 2021, after 1954 Bldg is demolished



TAYLOR



Project Overview

San Mateo Health Campus Upgrade Project

Construction Phasing and Parking Impact:

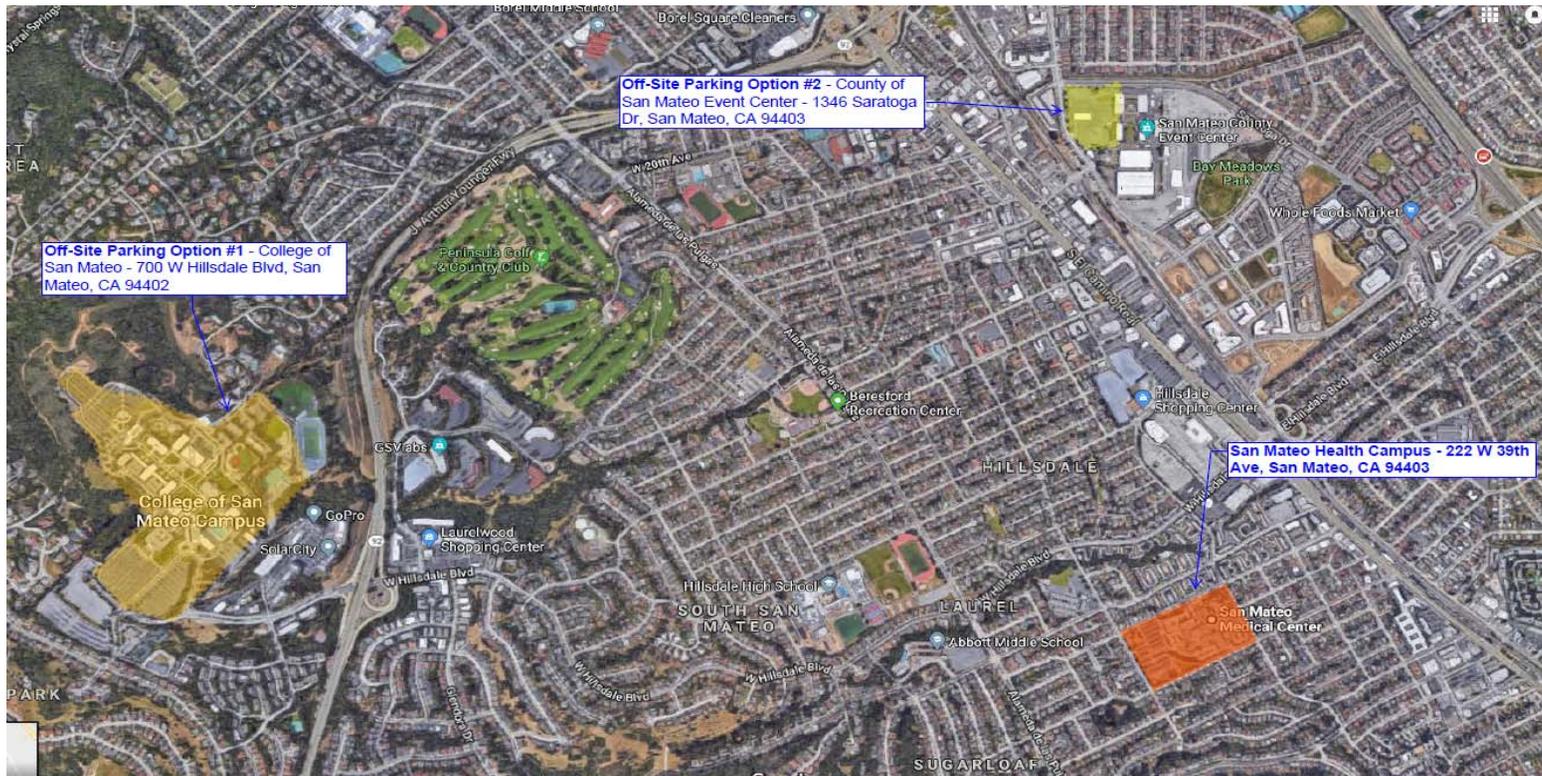
	San Mateo Health Campus Upgrade Project
Parking spaces currently available on-site	732
Parking provided to Contractor on-site	(130)
Parking spaces lost due to construction	(154)
Parking spaces lost due to DPW Projects	(10)
Total parking spaces available on campus	438
Parking spaces deficit on campus	(294)



Project Overview

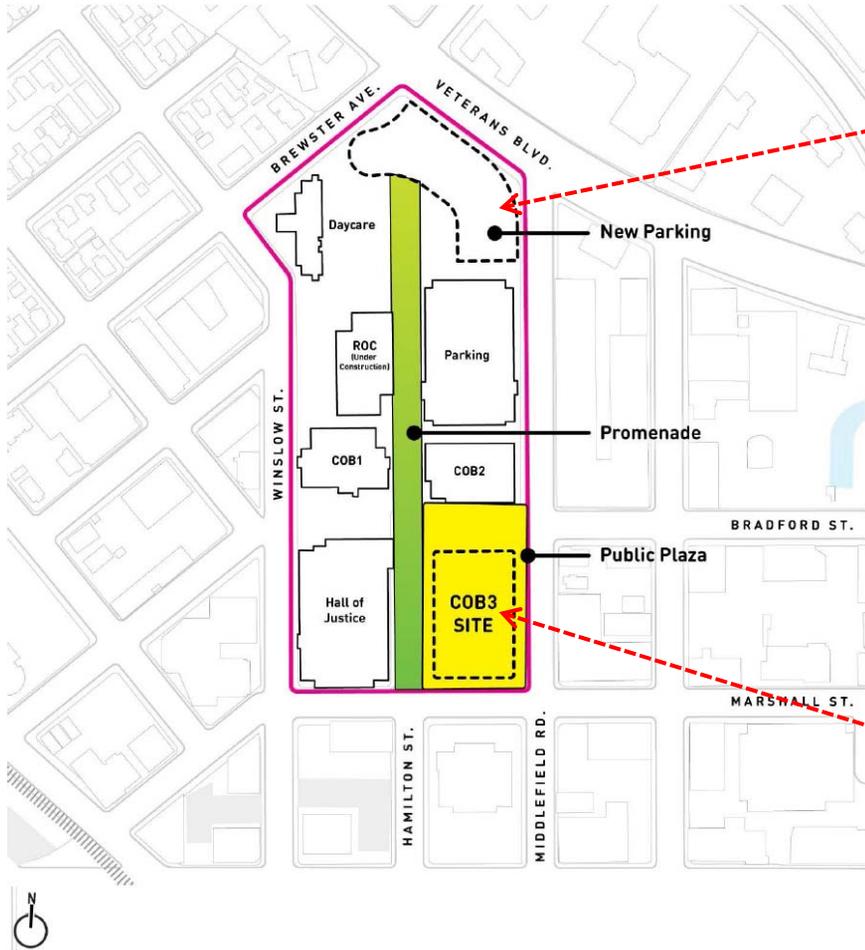
San Mateo Health Campus Upgrade Project

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 Projects

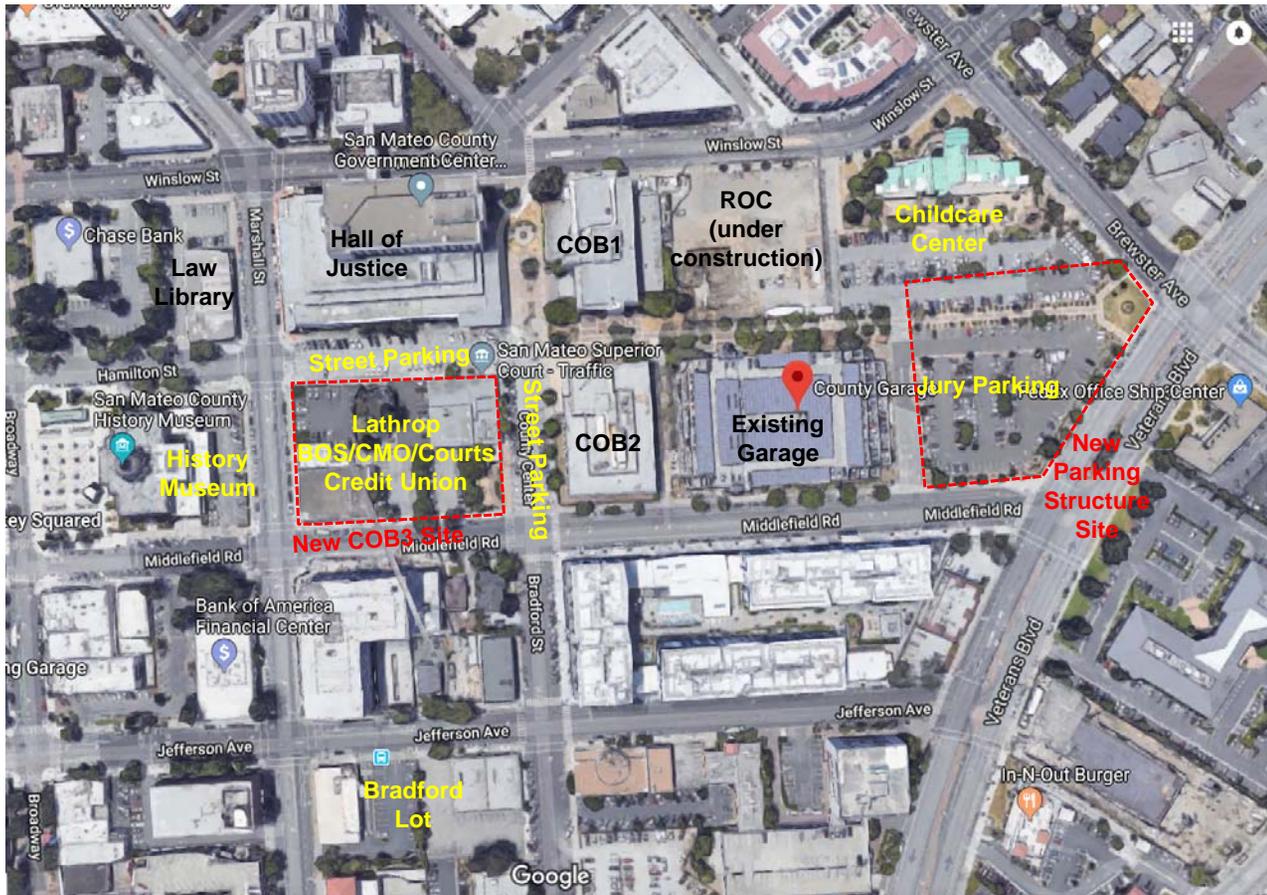


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Project Overview

San Mateo Government Center Projects



Government Center Aerial Map

Existing Parking ~1569
 Parking During Construction ~1078

Parking Locations	Displaced During Construction
Jury Parking Lot	-151
Childcare Center Lot	-128
Street (County Center/Hamilton)	-90
Lathrop House Lot	-11
History Museum Lot	-18
BOS/CMO/Courts Lot	-24
Credit Union Lot	-39
Bradford Lot	-30
Total Stalls Displaced =	-491

Parking After Construction ~2098



Project Overview

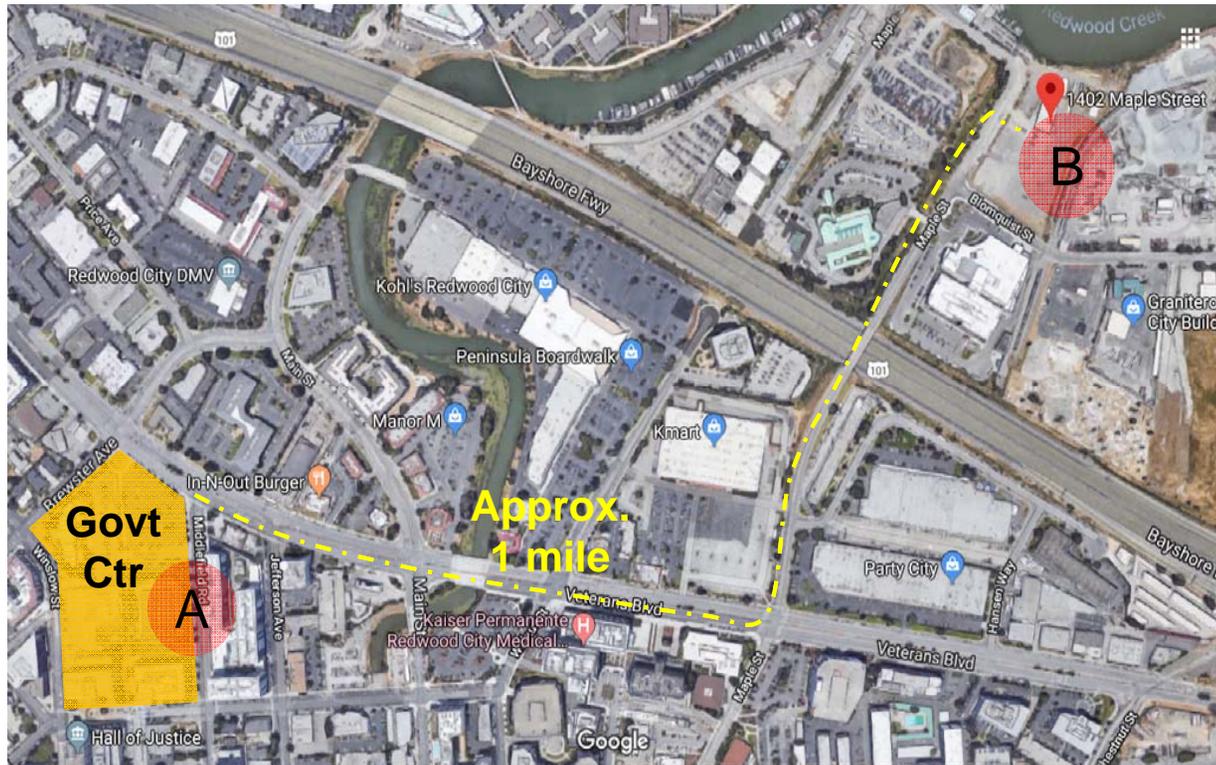
San Mateo Government Center Projects

Anticipated Service Period: June 2019 to March 2021.

Goal is to maximize on-site parking with overflow parking off-site.

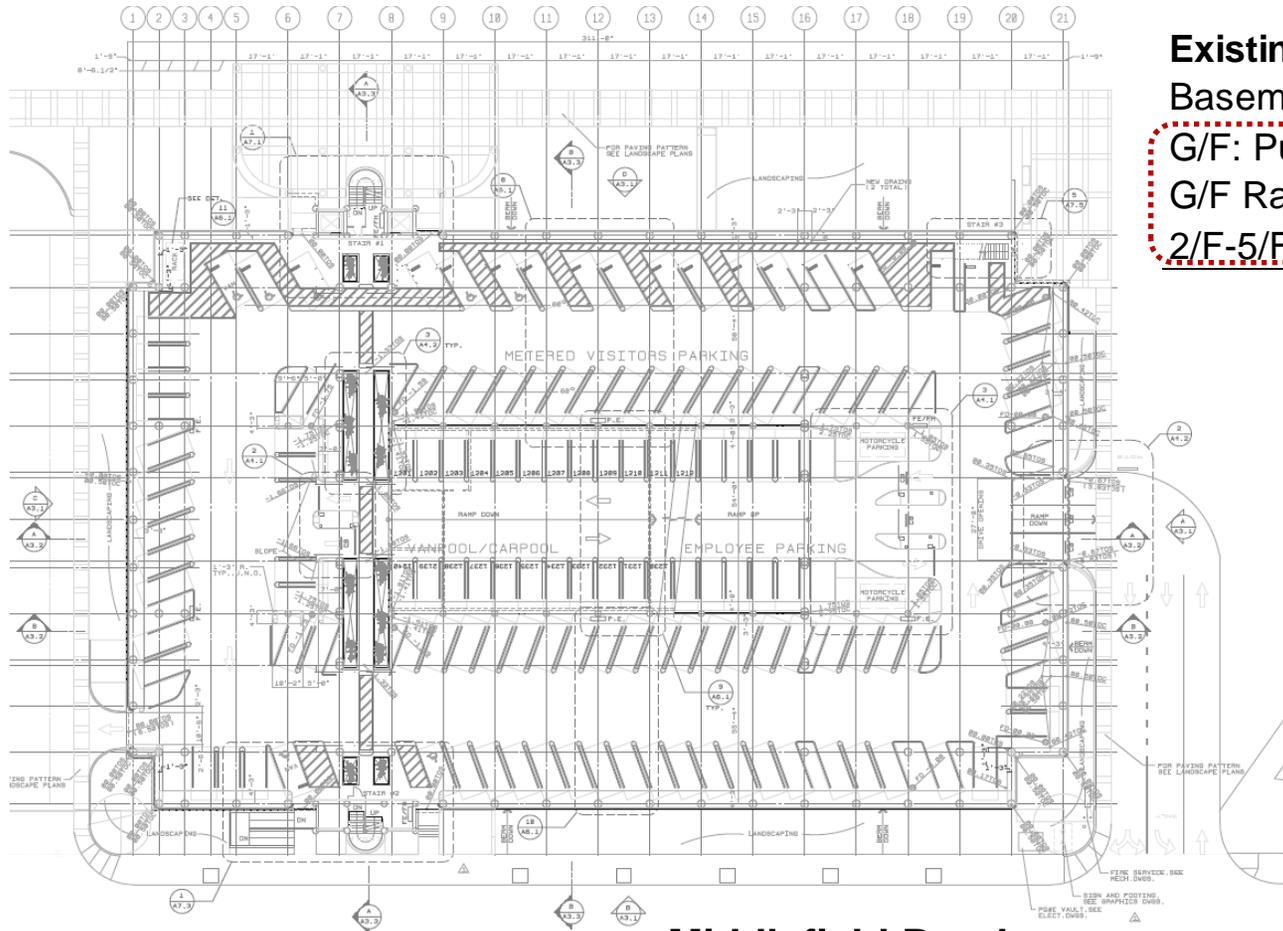
A. Valet Parking at Existing Parking Garage at 400 Middlefield Road, Redwood City

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

Middlefield Road

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San Mateo Government Center Projects Off-site Parking at 1402 Maple Street



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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

RFP Release	August 23, 2018
Mandatory Pre-Proposal Conference/Site Visit	August 30, 2018
Questions via e-mail Due at 5pm PDT	August 31, 2018
Responses to Questions Posted to Webpage	September 4, 2018
Scope of Services & Fee Proposals Due at 2:30pm PDT	September 10, 2018
Notice of Intent to Award	September 14, 2018
Board of Supervisors Approves Contract	October 2, 2018
Work Commencement	November 5, 2018
Contract Ends	December 31, 2021



Questions?

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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:
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PDU Website: <https://cmo.smcgov.org/pdu>

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