**RFQI- “Fixed Location” Car Sharing Programs**

Questions Submitted:

Answers provided by Fran Burnszynski, Parking Planning Manager.

The answers to the questions raised last week are in red below.  Please let us know if further clarification is needed.  The last additional question (#6) was not clear enough to answer.  If you would like an answer to that, please clarify.  Thanks and have a good day.  Fran

**Section II. WHAT DO WE MEAN BY “FIXED LOCATION” CAR SHARING**

* For the purposes of this RFQI, how does PABC define car-sharing? Is this RFQI open to peer-to-peer car-sharing operators?

Carsharing is defined in the RFQI. WHAT DO WE MEAN BY “FIXED LOCATION” CAR SHARING    A fixed location car sharing program provides pre-approved members with a fully automated on-line reservation and billing system that provides access to a fleet of self-service vehicles including cars, trucks and vans which are strategically placed at fixed locations throughout the City, which can be rented by the hour or day.  These rates would include parking at the vehicle’s home site, fuel, maintenance and insurance.   The car sharing vehicles are available when the short-term use of a private vehicle is needed.  For some, the program may stand as a complete replacement to private vehicle ownership.  For others, car sharing may serve as a second or third vehicle.  Car sharing can also serve businesses to supplement or replace fleet ownership/management or substitute for reimbursing employees’ use of their private vehicles.  Car sharing is like renting a car, but implemented through a program intended to:

(1)  increase availability of short-term transportation at an affordable cost;

(2)  strategically decentralize a fleet of well maintained, environmentally-friendly    vehicles to an array of convenient locations throughout the City;

(3)  increase public transit ridership and use of other transportation alternatives; and

(4) decrease parking demand in neighborhoods.

 If peer-to-peer car sharing operators can meet the standards set forthin the RFQI, they too would be eligible to participate.

**Section III. How does the City/PABC Expect to Participate?**

A. Provision of on-street and/or off-street parking spaces

* Will PABC be issuing a list of off-street parking assets that will be made available for bid? If not, will the PABC be issuing guidance on street limitations (i.e.: street cleaning schedules, metered zones, heavy closure ratio, emergency routing, etc.) to inform operator selections?

There is not a master list identifying all the possible car sharing eligible parking spaces in the City.  The PABC will be looking to the car sharing organizations (CSO) to find locations in the City that meet their needs from multiple stand points (business, parking regulations, etc).   After the CSO finds it, they would submit it to the PABC for review.  If it appears feasible, the PABC would forward the request to the City Council member whose district it is in, register our support and ask for their thoughts and suggestions including what community and/or business groups to work with.  If there is an adjacent use, we would ask the CSO to inform them and work with them.  After that is completed to a point of support, the PABC would inform the City Council member of the status and ask that the space be released for use by the CSO.  If the location was not identified as feasible by the PABC, the PABC would work to locate a nearby parking space that could work and then go through the steps identified above to try to secure it for the CSO.  On a general note the PABC would suggest CSOs avoid requesting locations adjacent to single family attached and detached houses, in RPP (Residential Parking Permit) Areas, on peak restricted roadways, on frontage where it is known that the adjacent property owner/tenant is not in support of  a car sharing location.  There are other locations that might not be feasible but would be evaluated on a case-by-case basis.

* Can PABC please provide a list of off-street parking assets that will be accessible for 24/7 pickup and drop off?

    Arena Garage

              Baltimore Street Garage

              Penn Station Garage

<https://www.google.com/maps/d/viewer?mid=1qJ2XeEtwd34Pi6KyuLq5DPzX7rs&ll=39.29138167588908%2C-76.60931800000003&z=14> (there are a number of other garages that could be considered for 24/7 access under the appropriate circumstances)

              All the surface parking lots – locations can be provided

 C: Assistance in marketing and promotion

* Are the PABC’s extensive network of supporters formally committed to supporting carsharing?  Will the PABC provide a list of network partners?

There is no formal commitment of supporters of CSOs that the PABC is aware of and no said list.   The PABC works closely and regularly with multiple stakeholders throughout the neighborhoods and districts of Baltimore.  We believe car sharing is an important tool to help manage parking demand in Baltimore and express that to stakeholders when the topic is discussed.   If you are interested in meeting with stakeholders in any particular neighborhood, we can help get you connected to the right parties and introduce you.

* In addition to placing a link to car sharing organizations on PABC’s website, what other ways will the PABC promote?

Helping to shepherd car sharing vehicle location requests to fulfillment

Supporting the designation of prominent, popular and/or convenient locations for car sharing sites

Attending public meetings as identified by the City Council members along with the CSOs to help educate the stakeholders about the City’s support of car sharing and our role in it.

Supporting the presence and changes to CSO location signage and markings on the street in conjunction with DOT and local laws.

F. Use of car sharing. PABC/City will continue to use car sharing to supplement the use of fleet vehicles currently leased from Baltimore City.

* How will the City and PABC meet this commitment in an equitable fashion if several operators are selected? How will equity of usage be monitored amongst operators in the City?

As with any product or service that the PABC and City use, it will be based on cost and quality primarily as well as several other factors as appropriate.  Each product or service would be reviewed, secured and used with that in mind.

**Section IV. WHAT DOES THE CITY/PABC EXPECT FROM FIXED LOCATION CAR SHARING ORGANIZATIONS?**

1. Reduce parking demand by reducing the number of vehicles owned in key neighborhoods

* Survey results are aggregated for the entirety of the Baltimore market- which includes areas outside the boundaries of Baltimore City. Results for the market will be provided but cannot be limited solely to the City. Can the PABC confirm that this is acceptable?  The information requested is important to evaluating the impact of the program on Baltimore City and its residents.  Because the contours of the City are markedly different from the suburbs, it is believed that the aggregated information would not provide a very clear indication of the car sharing profile of the City unless that presence of the CSO and its members are minimal outside the City say just 10%-15% of the area wide fleet vehicles and members.

G. Payment for Parking

      Please provide specific examples of “market forces” that may raise the proposed rate for parking.Is there a limit to which this rate can be increased?  Inflation, changes in the supply of and demand for the curb space, expenses of the car sharing program of the PABC.  There would be no set limit but during the first two years of the MOU term it would be $100 per month per space.

**Section V. COMPANY QUALIFICATIONS/PROGRAM DETAILS**

*K. Technical support plan you intend to implement, including a local office capable of handling responses within at least 30 minutes, and an up-to-date website with information available to the PABC.*

* How does PABC define local office? Does this require a physical shared office space within City limits?  Local would be considered located within the City of Baltimore to provide highly responsive service.   The local office is identified as a requirement primarily to ensure there is a physical staffing presence in Baltimore to address issues that can only be resolved physically.
* Our technical support plan will include North American, regional and local staff support, and members will have 24/7 access to customer support.Can the PABC confirm that 30-minute response rate to members by one of the aforementioned categories of staff is acceptable?  If some of the customer service functions happen outside the City, it would not be seen as contrary to this standard however requests that involve immediate physical action, intervention would need to be possible within 30 minutes.

*A.*Audited financial statements for the past 3 years

Zipcar is a subsidiary of Avis Budget Group, Inc. (Nasdaq: CAR), and of its financial statements are made publicly available in accordance with stakeholder and SEC regulations.Can the PABC confirm that this is acceptable? This does not appear to be unacceptable in itself but would have to be reviewed in more detail as part of the RFQI application process.

C. Listing of all municipalities in which the company provides fixed location car sharing services, and the number of vehicles the company has located in each of those municipalities.

Zipcar currently operates a fleet of over 12,000 vehicles across 500 cities across 10 countries and was founded over 18 years ago. A full list of municipalities and number of vehicles that Zipcar currently, or has offered is not possible for enclosure in the RFQI response.Can the PABC confirm that this is acceptable? It would be expected and most competitive if you respond as completely as possible to each question.  If you do not (fully) answer the questions as requested, a fulsome explanation should be provided.

**Section IX. FINAL NEGOCIATIONS CONTRACTING**

**Section X. OTHER REQUIREMENTS**

**A.**1. Insurance

What is the intent behind the coverage requirements for “any claims arising out of the performance of the contract and/or the use of the car sharing fleet vehicles”?  Any language that may be interpreted to provide these limits to a member cannot be accepted. The intent is to protect the City – if this language is unacceptable, please provide language that you deem appropriate.

**Questions Pertaining to the MOU**

Section X.A. Confidentiality:

What is the proposed contact procedure and timing for operator notification of disclosure of confidential information?  None is proposed by PABC – if you believe it necessary, please propose a procedure and timing.

**Additional Questions:**

1)   In assessing bid packages, will PABC take into consideration the qualification of car-sharing operators as measured by years of service in the Baltimore area, or the number of members currently served by existing operations?   These could be factors but not the only factors.

2)     In assessing bid packages, will PABC take into consideration car-sharing operators’ existing commitments to serve historically underserved communities as a precondition for bidding?   Not as a pre-condition for bidding.

3)   Should operator RFQI responses include a comprehensive list of spaces for bid? Or, is the initial response to the RFQI to deem qualification and eligibility, and space selection process and timetable will commence following selection as an operator?  The latter is correct.

4)     Will all selected operators be eligible to launch newly awarded spaces on the same timetable? Once a location is fully reviewed, approved and released, it can be implemented.   From past experience we wouldn’t expect this to happen all at once or even in batches due to variable review conditions at different locations.

5)   Will bidder questions be published with attribution?  No, just published for the benefit of all.

6)   Will operators be permitted to utilize PABC spaces to provide gig economy workers with access to vehicles? Not sure what is meant by PABC spaces.  Do you want to use additional parking spaces beyond the pod for something or are you proposing to use the pod for something other than the storage of CSO vehicles, or something else?

CLARIFIED Question #6 was to ask if operators were allowed to use the on-street spaces for vehicles used as part of their gig economy programs.

Thanks for providing more clarification.  We would respond that designated car sharing parking spaces must be used for that purpose and that purpose only.  They may not be used for other undesignated purposes such as loading, general purpose parking, parking of members’ private vehicles, CSO staff parking among other activities not expressly identified.   Also we would refer you to the definition of car sharing in the RFQI.  If a CSO meets that then we would consider them along with all the other specific criteria.              Thanks. Fran