



## RFP FOR PARKING SERVICES FOR PICNIC IN THE PARK

### Addendum No. 1: March 24, 2025

This Addendum No. 1 to the subject Request For Proposals (RFP) provides answers to questions.

All provisions of and attachments to this Addendum No. 1 are hereby incorporated by reference into the subject RFP. Proposers shall account for all provisions pursuant to this Addendum No. 1 in submitting their proposals. Each Proposer shall acknowledge receipt of this Addendum in the spaces provided therein.

#### Questions and Answers

**Question 1.1:** Based on past events, what specific areas would the city like to see improved for this event?

**Answer 1.1:** The District would like to ensure safety in all lots along with an efficient entrance line to prevent the cars wishing to park in the parking lot from backing up. Because there is a high demand of cars turning into Eastvale Community Park, the improvement we hope to see is with the speed of service.

---

**Question 1.2:** Is a specific scanning system or Eventbrite integration required for VIP and staff credential verification? Will JCSD provide the necessary equipment and access, or is the vendor responsible for supplying them?

**Answer 1.2:** For all Eventbrite ticket scanning (premium viewing, dignitaries, staff, and vendor parking) the District will have its own employee assigned to scan the parking passes. The vendor will be responsible for selling parking spaces to guests and directing all vehicles where they need to be.

---

**Question 1.3:** Can you confirm that JCSD will provide all traffic control devices (e.g., safety vests, cones, signs, barriers) to support traffic flow and safety measures?

**Answer 1.3:** JCSD will provide cones, signs, and barriers. Vendor is expected to provide all employees with safety vests, light wands, flashlights, and any other safety equipment.

---

**Question 1.4:** The RFP specifies personnel numbers (e.g., six on Friday, seven on Saturday). Is the city open to an alternative scheduling structure if it is expected to enhance service quality?

**Answer 1.4:** JCSD is looking to keep the same number of staff each day as listed on the RFP.

---

**Question 1.5:** The proposed schedule in the RFP does not appear to include any management oversight. Is the city looking for front-line staff only, or is management oversight expected?

**Answer 1.5:** Management oversight would be expected in this proposal.

---

**Question 1.6:** Will JCSD provide a template or specific format for the itemized financial report due by June 30, 2025, to ensure compliance with reconciliation expectations?

**Answer 1.6:** Yes, JCSD will provide a template for how the reconciliation shall take place.

---

**Question 1.7:** Is there a preferred method for handling cash payments (e.g., cash, credit card, digital transaction), or is this left to the vendor's discretion?

**Answer 1.7:** This is left at the vendors discretion as long as the speed of service prevents any long wait times for cars wishing to park. Because cell service in the area is not strong, we would prefer cash or credit card transactions over digital transactions unless the vendor has a fast digital processor that does not require a strong connection.

---

**Question 1.8:** Will the parking provider be responsible for developing or consulting on any parking management plans or documents to present to the city?

**Answer 1.8:** No, this is not needed.

---

**Question 1.9:** Will the city be responsible for applying for and covering all costs (if applicable) for necessary permits related to parking management in Eastvale?

**Answer 1.9:** The district will be paying for all permits associated with the event.

---