

**PARKING MANAGEMENT SERVICES FOR THE  
NEW YORK STATE FAIR**

IFB #0159

IFB Issued: November 7, 2017

Proposals Due: December 12, 2017

Non-Mandatory Site Visit – 11/21/17 – 1:00pm

Attendees:

Troy Waffner (Fair), Geneanne Keegan-Smith (Fair), Barb Godfrey (Fair), Peter Heintee (AAA Parking), Blake Hunt (Armor Security & Protection) & Todd Fitzsimmons (Armor Security & Protection).

Notes:

Introductions were made of all parties present.

Review of dates of items – questions by 11/29 and responses by 12/4. All attendees were encouraged to put all questions in writing. No question is too big or too small. Responses will be posted on a rolling basis as questions are received.

Review of bid responses and responses are in two parts – flat service pre and post fair and per manager for during Fairtime.

All potential respondents were reminded to review the documents very carefully and ensure that all documents needed are attached to their bid response.

The full timeline of the bid process was reviewed. Questions by 11/29, responses by 12/4, bids due 12/12.

All potential respondents were also reminded to review the minimum qualifications and provided their responses accordingly. Question was asked about providing general “boilerplate” information on company. It was reiterated to respond to how your company meets the minimum qualifications.

A review of the parking map provided in the Bid was provided as well as the map of the Fairgrounds. It was noted that are on average 90,000 attendees daily during the Fair.

As noted in the Bid the Orange Lot improvements were reviewed with the \$27m investment and with this work complete by the 2018 Fair.

Question was asked about the impound lot – this lot is located between Gates 6 & 7 and is typically not used a lot. We have a company to tow when needed but again not used a lot. Fees are \$20.00 for impound lot.

Question was asked about overnight parking – there are some cars (with certain agriculture departments) that keep their cars overnight otherwise typically by mid-morning the lots have been cleared or we address the issues then.

Centro also has space at the main entrance used for its Park-N-Ride service that is operates independently.

Question was asked where the parking company would work from starting 12-weeks prior – not all work would be required to be on the Fairgrounds daily but an approved location will be provided for a parking trailer that can stay the entire length of the contract. The current location is between gates 5 & 6 but this may not be the new location. The trailer must be approved by the Fair.

A tour of the parking lots was provided.

The red lot has both paid and non-paid spaces. This lot is used all day on a continual basis.

Scanning of the tickets will be used in some of the lots for 2018.

The Gray lot has the handicapped parking. There are trams provided by the Fair to get the patrons into the Fairgrounds.

Question – are the spots marked in the Brown lot – no they are not. Cars are directed to spots by attendants.