
ADDENDUM NO. 3

To: All RFP Holders and Interested Parties

Project: Parking Access & Revenue Control System Equipment Procurement

Date: March 22, 2024

Bids Due: Before April 16, 2024 - 2:00 PM (NO CHANGE)

The following additions, revisions, corrections, and clarifications contained herein shall become part of the Proposal Documents for the Project, and shall be included in the Scope of Work and RFP Proposals to be submitted. References made below to RFP Drawings and Specifications shall be used as a general guide only. Proposers shall determine for themselves the full scope of work affected by the Addendum items.

RFP Documents Manual:

- 1) Replace the eight (8) plan sheets with attached new eight (8) plan sheets.
- 2) The electronic MS Excel PARCS Price Proposal Form may be utilized and submitted with the bid as an additional electronic file in lieu of submitting the SECTION 01100 scanned PARCS Price Proposal Form.
- 3) The PARCS Pre-Bid Meeting Attendance Sheet is included.
- 4) The PARCS Pre-Bid Meeting Presentation Slides are included.
- 5) A State of Iowa Sales Tax Exemption Certificate Form is included. This form is being included because pages 2 and 3 of the form explain the Iowa sales tax exemption rules.
- 6) Questions and Answers related to this project are included below:

Dubuque, Iowa PARCS Procurement – Vendor Questions – March 22, 2024

1. Would it be possible to share the attendance list of today's Pre-Proposal Conference, by next week (week of March 18th), at some point?

Information included in this Addendum.

2. Can the City please provide participants with a copy of this deck (slide deck provided at pre-proposal meeting)?

Information included in this Addendum.

3. Please provide the pricing sheets in an excel format rather than pdf.

Please see MS Excel file that is included with this Addendum.

4. Please describe the anticipated changes to current reserved monthly parking in the city parking garages.

The City intends to operate all facilities following the completion of this project as mixed-use transient and contract. There will be limited reserved contract spaces within each ramp, with the remainder of ramp spaces being unreserved contract and transient spaces.

5. Is a Bid Bond required for this project required?

No.

6. Is VMS a part of the scope? Are there details in the specs as to what types of signs are required? Please clarify.

The VMS should be the IP Displays model IPLED-64x96-RGB, or another sign with the same or superior capabilities.

7. Page 14 references a maximum of 25 number pages. Is this going to be relaxed to allow for a full response?

The City believes that 25 pages is sufficient for a complete response. Please note that the following sections are NOT included in the 25-page limit: project schedule (which may be presented in 11 x 17-inch format), letter of transmittal, index, RFP Proposal Fee Form, PARCS Price Proposal Form, dividers, and the front and back covers. Product and company brochures may be included in an addendum that will not count toward the 25-page limit.

8. Substantial and final completion dates: Please confirm the actual completion dates.

Please provide the best possible schedule in your proposal if the stated dates are not achievable.

9. Page 61, Section 00800 indicates substantially complete by October 1, 2024 and Finally complete by November 1, 2024. Page 56, Section indicates Final completion date of February 28, 2025.

The final completion date is November 1, 2024. Precise dates will be determined in the executed contract. The February date referenced is the last day the sales tax exemption certificate is valid (not a binding contract date).

10. Page 78, section 11 12 26, System design states POF accepting coin and payment cards only.

The Owner has reconsidered and will instead require only bill (banknote) and credit acceptance at POF stations. However, the POF chassis and system must be capable of adding a fully integrated coin acceptance unit at a later date. The Owner requires that proposals include the assumption that POF stations will be located at all ramp facilities in all locations noted on the construction drawings.

11. Can City please provide all State of Iowa specific requirements vendors must adhere to (i.e., sales tax discussion during pre-bid) in your Q/A responses?

Please see the file entitled "State of Iowa Sales Tax Exemption Certificate," that is included in this Addendum.

12. Can City please provide a list of all anticipated integrations for this project?

As identified in the specifications and addendums, all lane equipment must work seamlessly together, with a means to also pay parking fees via a smartphone.

13. Would the City be able to note on each of the drawings the following;
- Location of the IDF closets

Please see the updated construction plans included in the addendum.

14. For those lanes, if any, that are over 100ft from the IDF closets the current conduit runs from those lanes?

Vendors should presume conduit paths are available. Please provide a price per linear foot for rigid metal conduit, surface mounted, if deemed necessary due to documented hidden conditions at a later date.

15. LPR ceiling vs pole mount.

- There are locations that indicate ceiling mount. If we determine that pole mount is equal in performance would that be acceptable to pole mount?

While ceiling-mounted LPR is preferred, pole-mounted LPR is an acceptable alternative when it may provide better performance, with final location to be coordinated with Owner.

16. Can you please provide the total number of parking contracts w/ contract rate for each garage?

Please find this information in the table below (data as of 3/20/24). The different rate bands in the Locust Street Ramp and Iowa Street Ramp reflect different locations within the facilities.

Facility/ Monthly Rate	Privileges	Number of Active Permits
Locust Street Ramp		
\$70.00	Reserved	44
\$65.00	Reserved	219
\$53.00	Reserved	132
Iowa Street Ramp		
\$70.00	Reserved	4
\$65.00	Reserved	311
\$53.00	Reserved	190
5th Street Ramp		
\$57.00	Unreserved	368
Five Flags Ramp		
\$38.00	Unreserved	156
Central Avenue Ramp		
\$57.00	Unreserved	211
Intermodal Ramp		
\$57.00	Unreserved	310

17. Can you please provide the number of transient parking transactions for each garage?

- Can this be provided by day of week?
- Are you able to provide the average rate per transaction?

The 2023 year-end transient revenue across all six parking ramps totaled approximately \$120,000. Due to the age of the current PARCS equipment, the number of transactions, transactions by day of week, and transactions by rate band are not available.

18. What is the desired contract parking rate for each garage once converted?

This is still being finalized with City leadership and the City Council. The City intends to reduce the number of reserved parking spaces in all ramps, charge a premium for reserved contract parking, offer unreserved contract parking, and open all ramps up to transient parking. Additionally, proposed rate changes will better reflect the relative demand among contract parkers for the different ramps within the City. Besides the limited reserved contract parking spaces within the facilities, the remainder of all ramps will be operated as mixed unreserved contract and public transient (daily and hourly) parking.

The City will rely on the upgraded PARCS equipment to enhance the customer experience, provide valuable data to enable informed, efficient, and data-driven management of the ramps, and offer new opportunities to drive demand to the ramps to serve more customers.

19. Regarding validations: Will these be charged back to the business issuing validations or will these be "good-will" validations?

Businesses reimburse the City in full for all validated parking.

20. Is the city looking to re-use the gates that are newer or are they looking to replace all gates?

The City wishes to replace all gates.

21. Is there a parking tax? If so, what is the rate?

There is no parking tax in the City of Dubuque.

22. Is there a service fee for the current scan to pay option at the Locust Street Ramp? If so, what is the service fee.

No service fee is being charged to customers for using either the mobile app or pay station in the Locust Street Ramp.

It is required to acknowledge this addendum on the Proposal Fee Form.

Sincerely,



Steve Sampson Brown
Project Manager
City of Dubuque

END OF ADDENDUM NO. 3



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THE CITY OF
DUBUQUE
Masterpiece on the Mississippi



CITY OF DUBUQUE PARKING SYSTEM TECHNOLOGY & EQUIPMENT PROCUREMENT

DUBUQUE IOWA

SITE LOCATION PLAN



SHEET INDEX

G-000 SHEET INDEX AND SITE LOCATION PLAN

Q-101 IOWA STREET RAMP LEVEL 1

Q-111 LOCUST STREET RAMP LEVEL 1

Q-121 5th STREET RAMP GROUND LEVEL

Q-131 INTERMODAL RAMP LEVEL 1

Q-141 CENTRAL AVENUE RAMP GROUND LEVEL

Q-151 FIVE FLAGS RAMP 1ST TIER

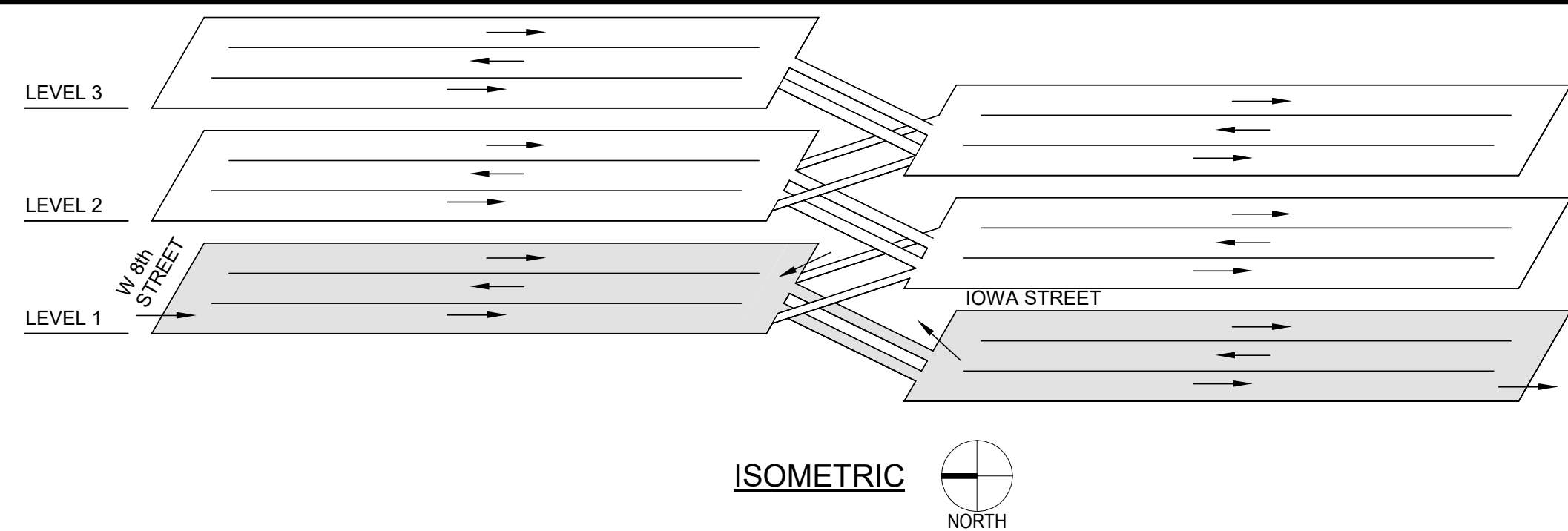
Q-152 FIVE FLAGS RAMP 4TH TIER

CONSTRUCTION DRAWINGS

03-22-2024 (ADDENDUM #3)

The City of Dubuque

Ryan Knuckey
Director of Transportation Services
City of Dubuque
950 Elm Street
Dubuque, Iowa 52001



EQUIPMENT LEGEND:

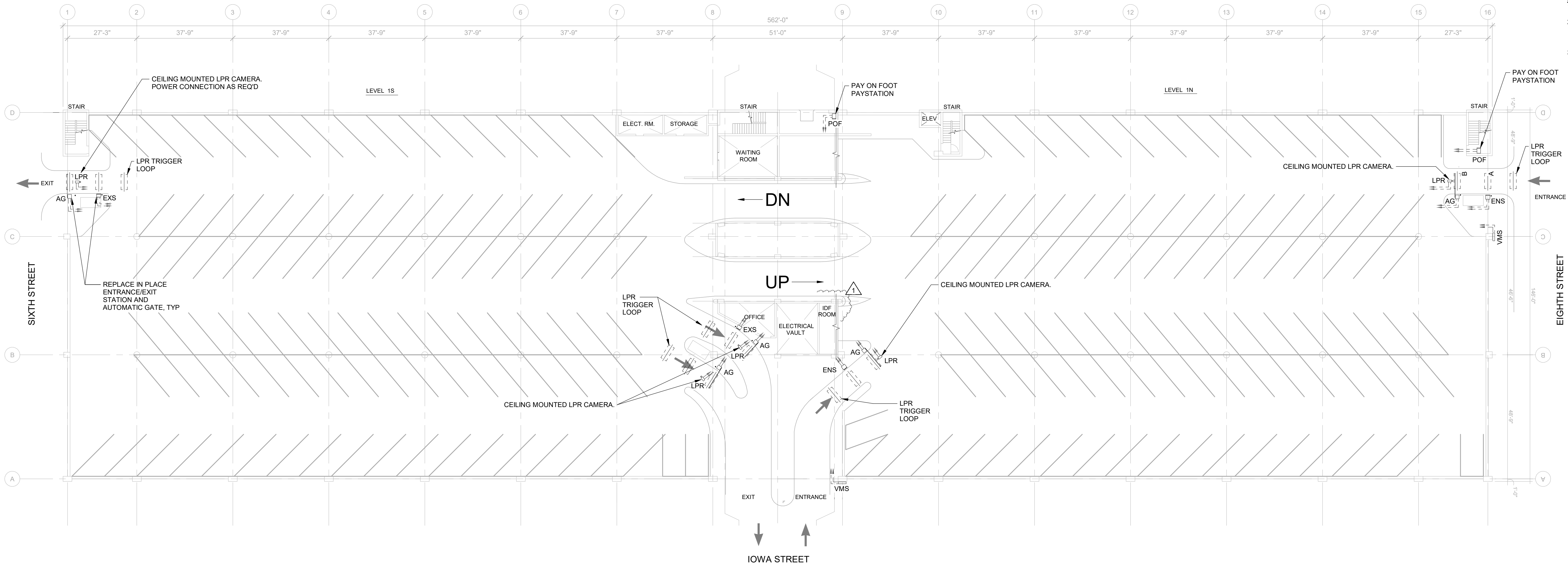
EQUIPMENT	DEFINITION
AG	AUTOMATIC GATE
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VMS	VARIABLE MESSAGE SIGN
LPR	LICENSE PLATE RECOGNITION CAMERA
ENS	ENTRANCE STATION W/ INTEGRATED INTERCOM & CARD READER
EXS	EXIT STATION W/ INTEGRATED INTERCOM & CARD READER
POF	PAY ON FOOT PAYSTATION

GENERAL NOTES:

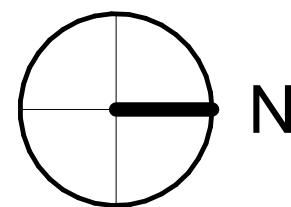
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ELECTRICAL NOTES:

- ALL EXPOSED CONDUIT TO BE RIGID HOT DIPPED GALVANIZED.
- COORDINATE WITH CIVIL AND ELECTRICAL DRAWINGS FOR POWER SUPPLY AND DATA LINE INTERFACES. FINAL LAYOUT OF EMBEDDED CONDUITS SUPPLIED BY PARCS VENDOR.
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1 IOWA STREET RAMP - LEVEL 1
1" = 20'-0"

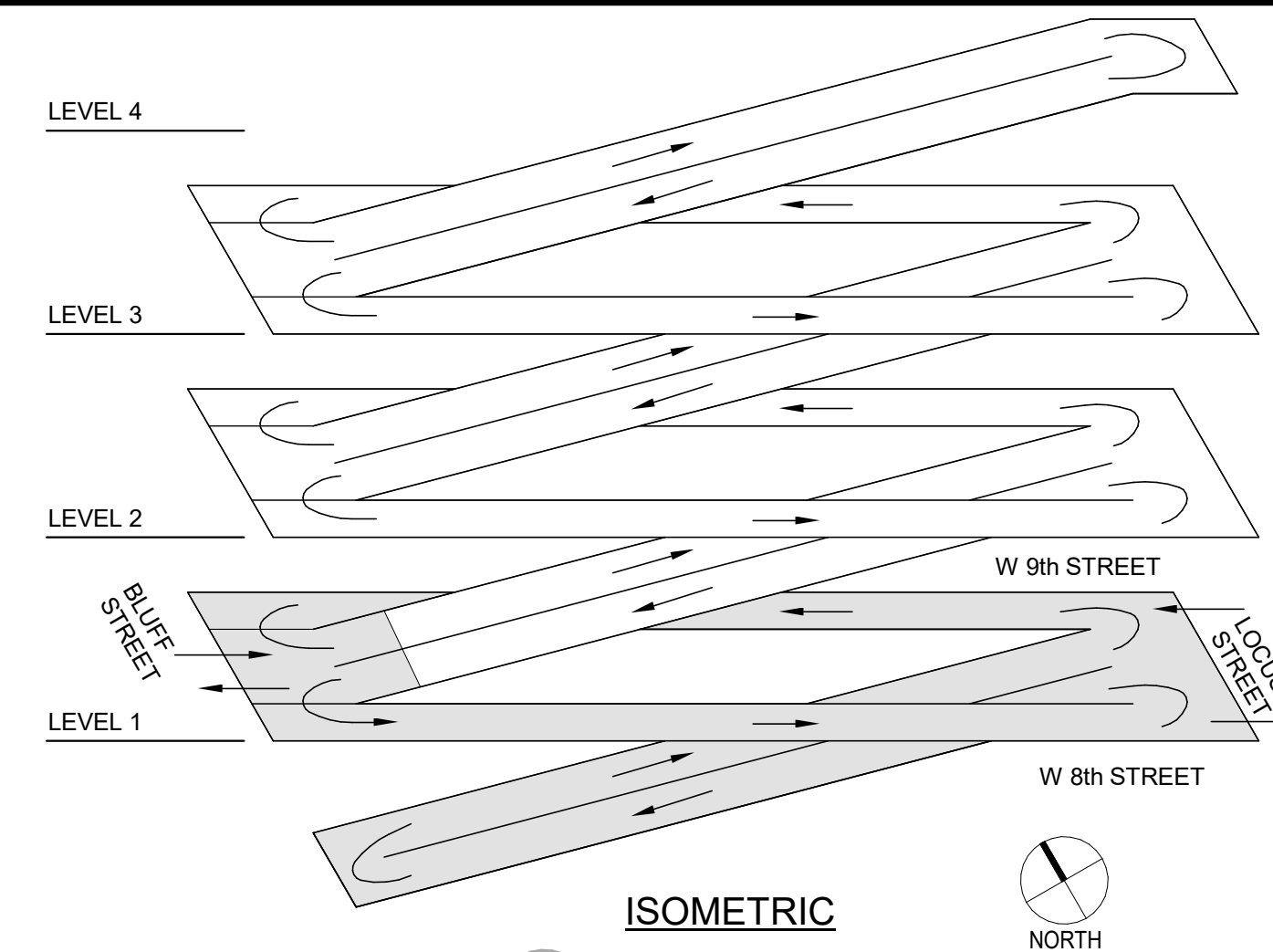
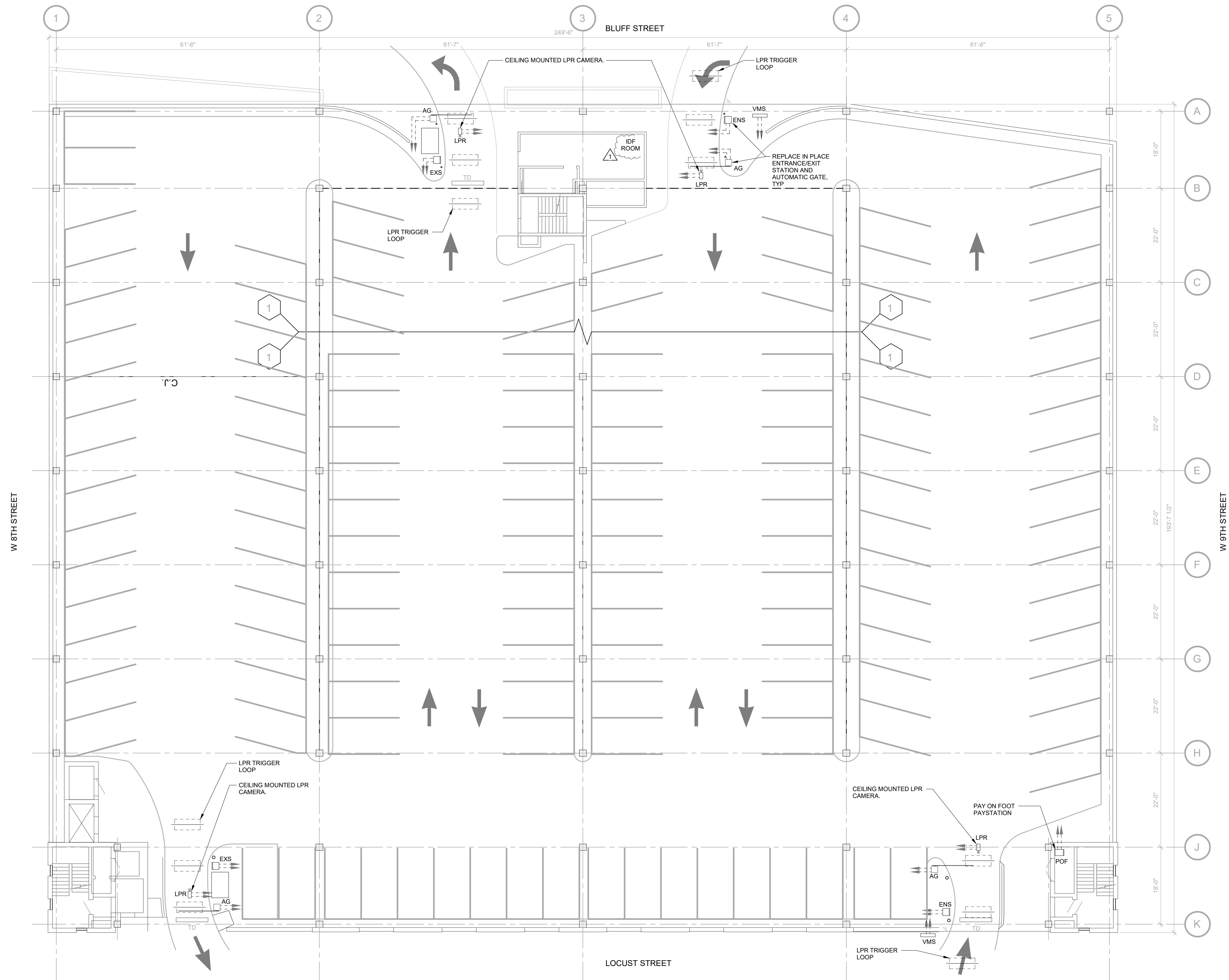


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	02/07/2023	CONSTRUCTION DRAWINGS
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DRAWN BY: LPM		
CHECKED BY: BMKW		

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SHEET TITLE:
IOWA ST RAMP LEVEL 1

3/22/2024 9:45:52 AM J:\21-005202-00-Dubuque On-Street and PARCS RFP\Rev\21-005202-00_Dubuque PARCS_R23.rvt



EQUIPMENT LEGEND:

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AG	AUTOMATIC GATE
	TYPICAL LOOP: EMBED IN SLAB-ON-GRADE
	BOLLARD - 4"Ø SCHEDULE 40 PIPE GALVANIZED
VMS	VARIABLE MESSAGE SIGN
LPR	LICENSE PLATE RECOGNITION CAMERA
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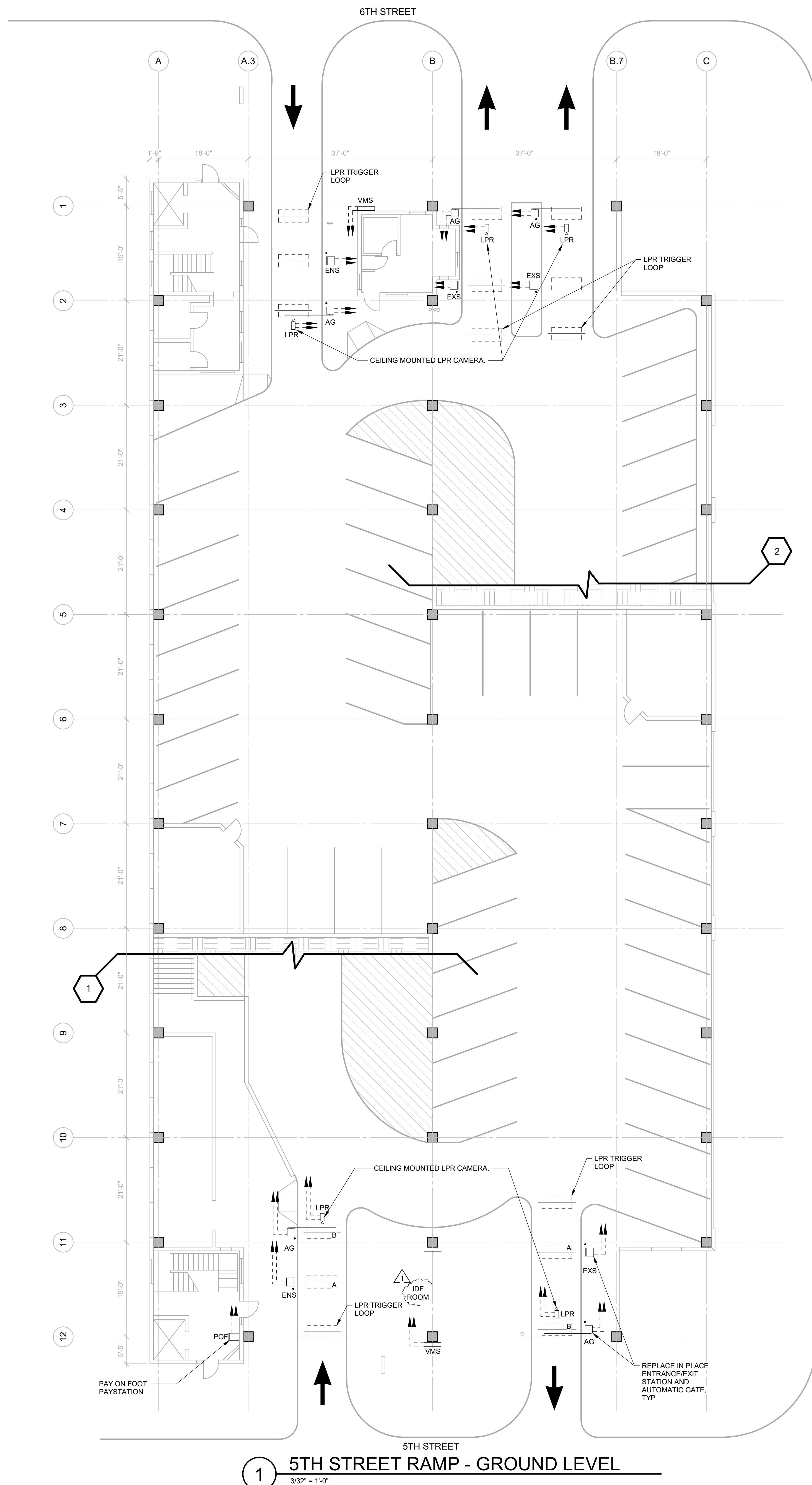
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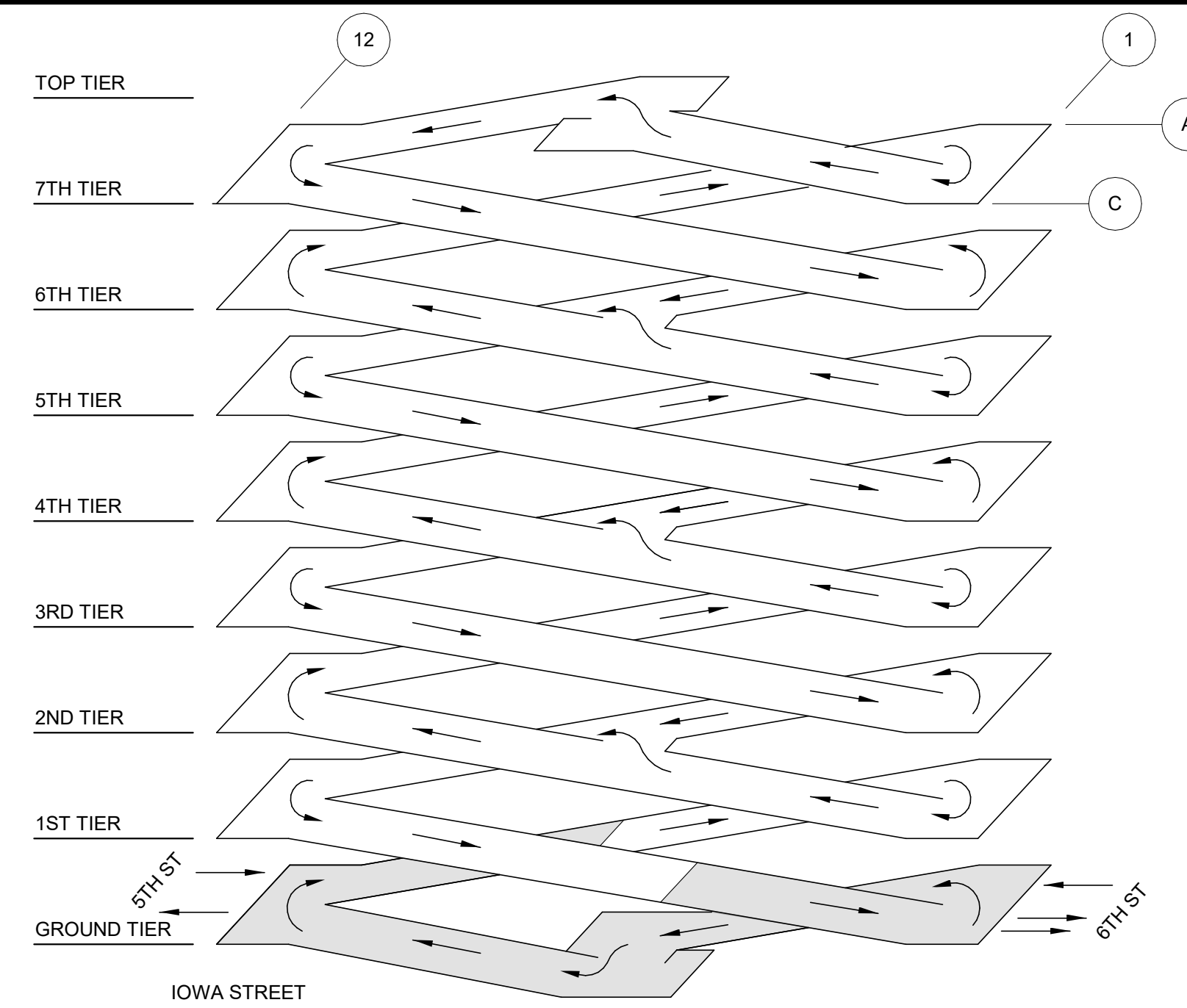
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LOCUST ST RAMP LEVEL 1

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1 5TH STREET RAMP - GROUND LEVEL
3/32" = 1'-0"



ISOMETRIC LOOKING WEST

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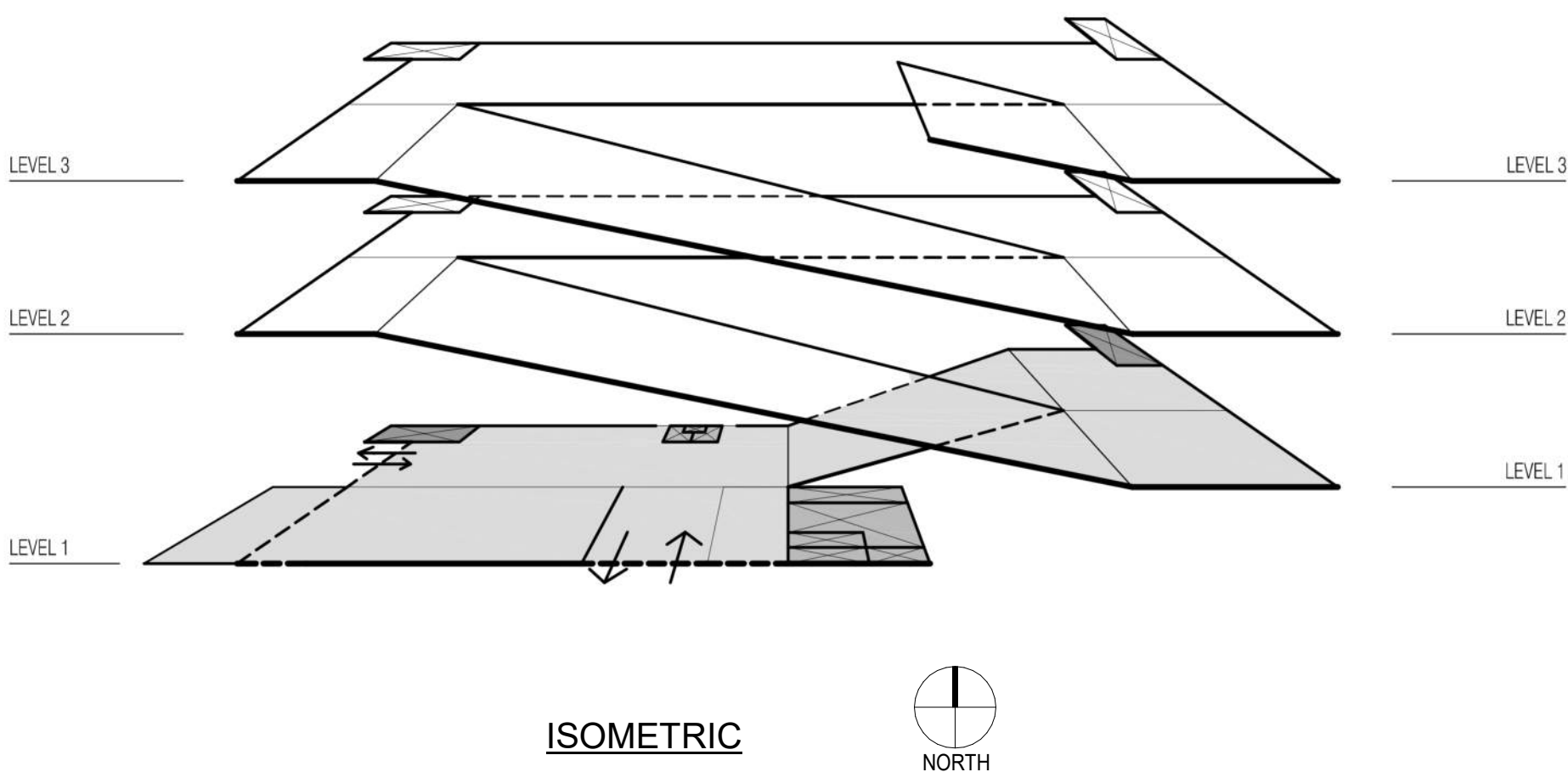
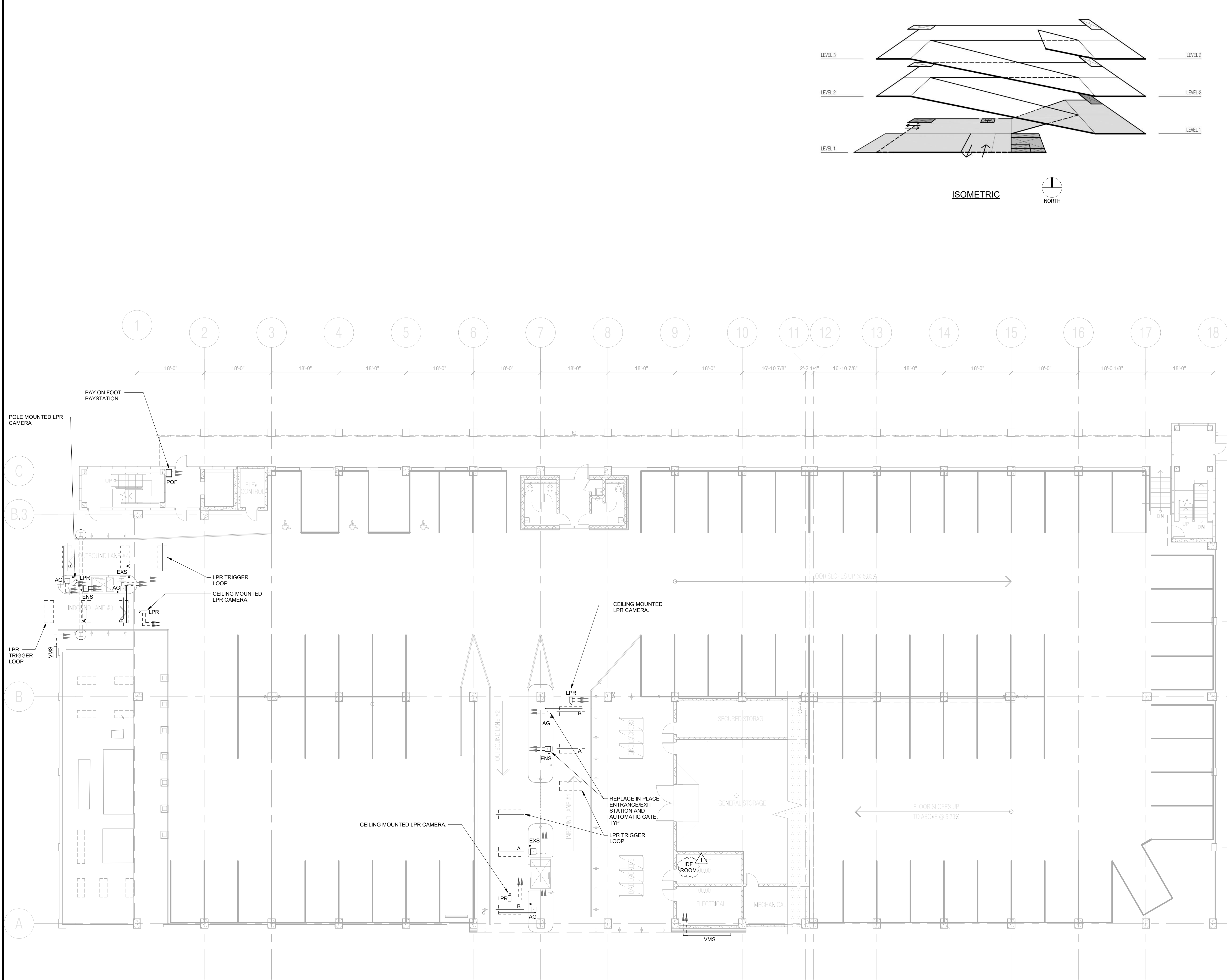


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SHEET TITLE:
5TH ST RAMP GROUND
LEVEL



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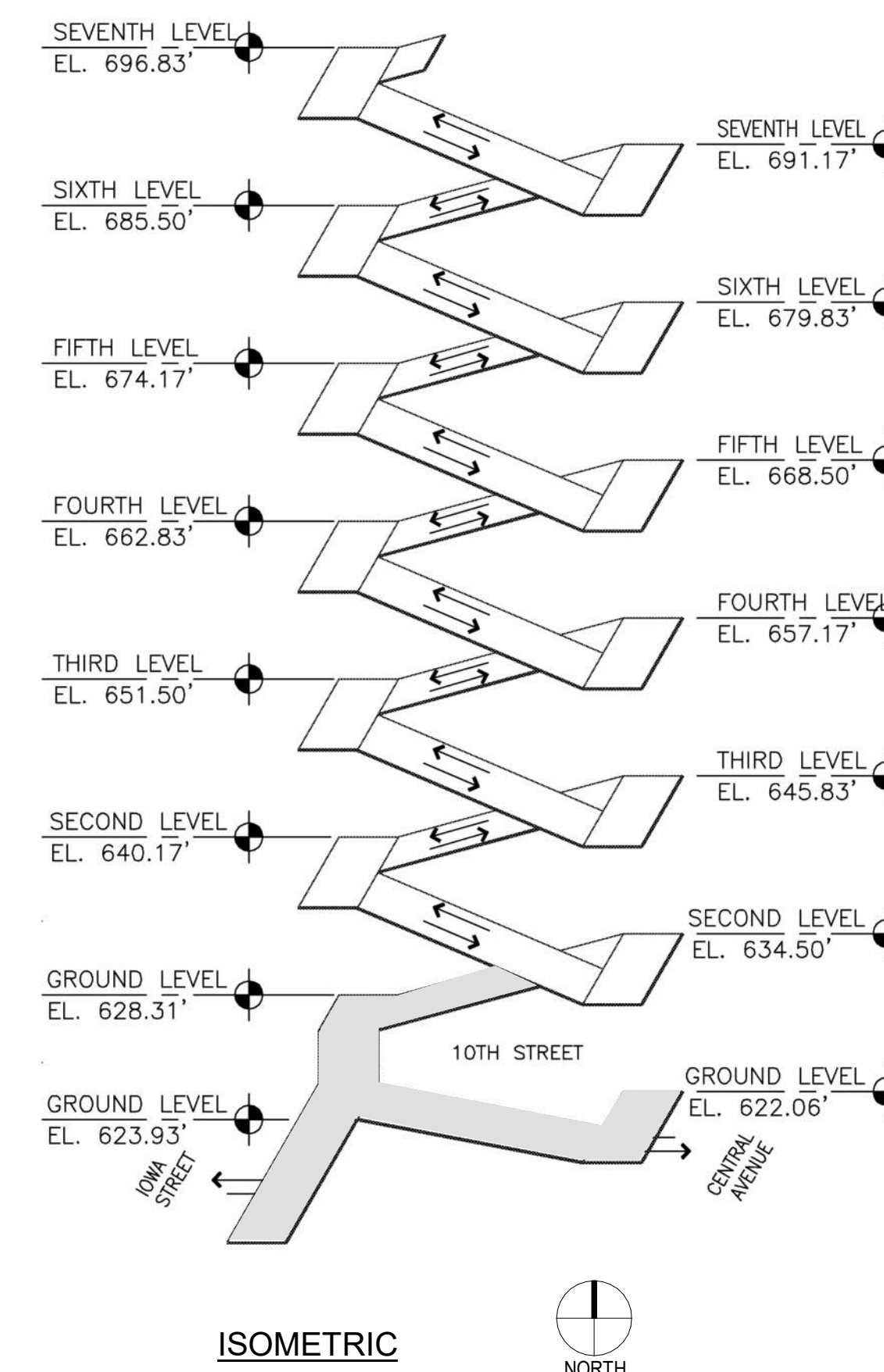
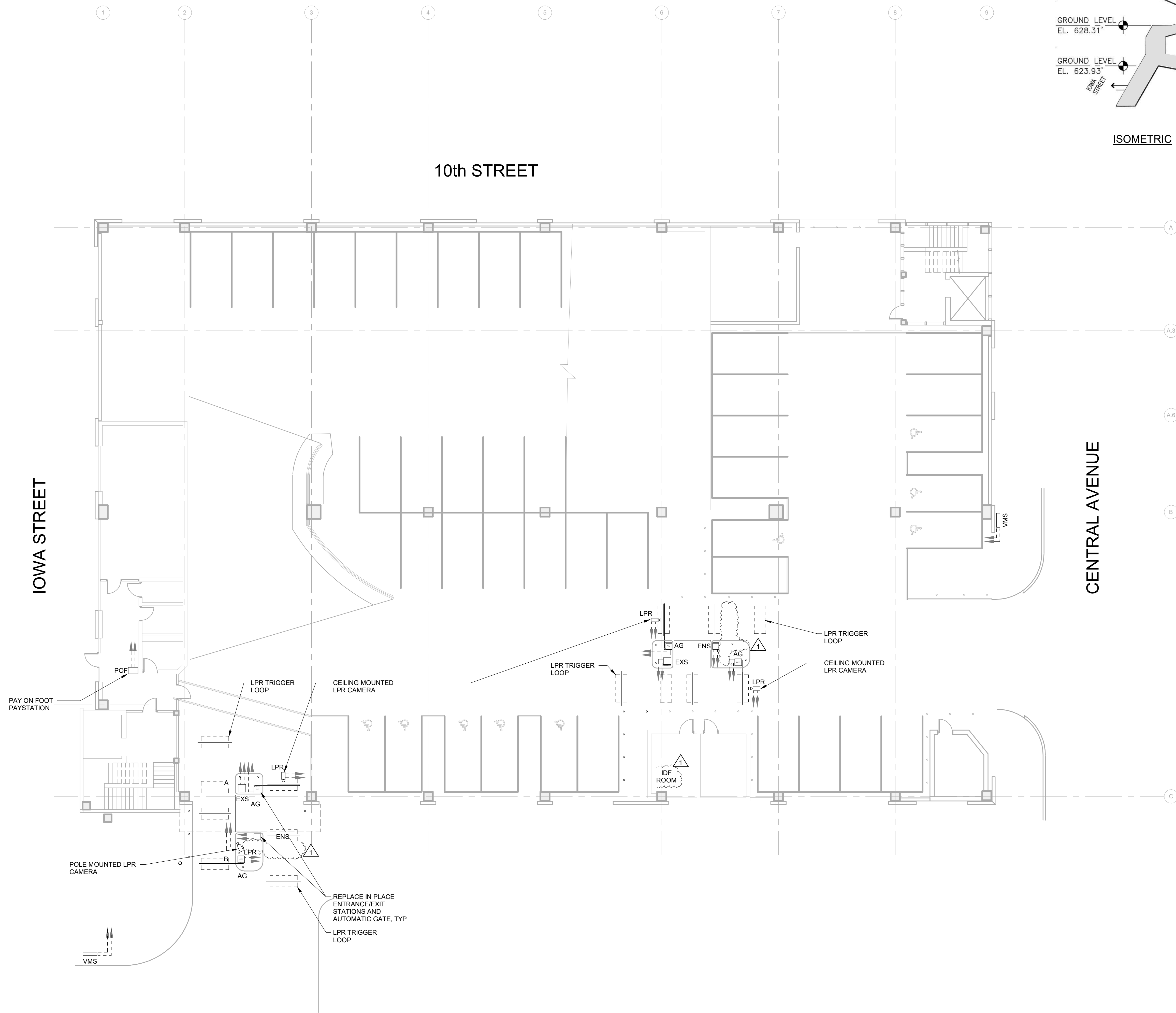
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SHEET TITLE:
INTERMODAL RAMP
LEVEL 1

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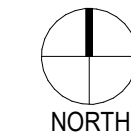
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SHEET TITLE:
CENTRAL AVENUE RAMP
GROUND LEVEL

Q-141



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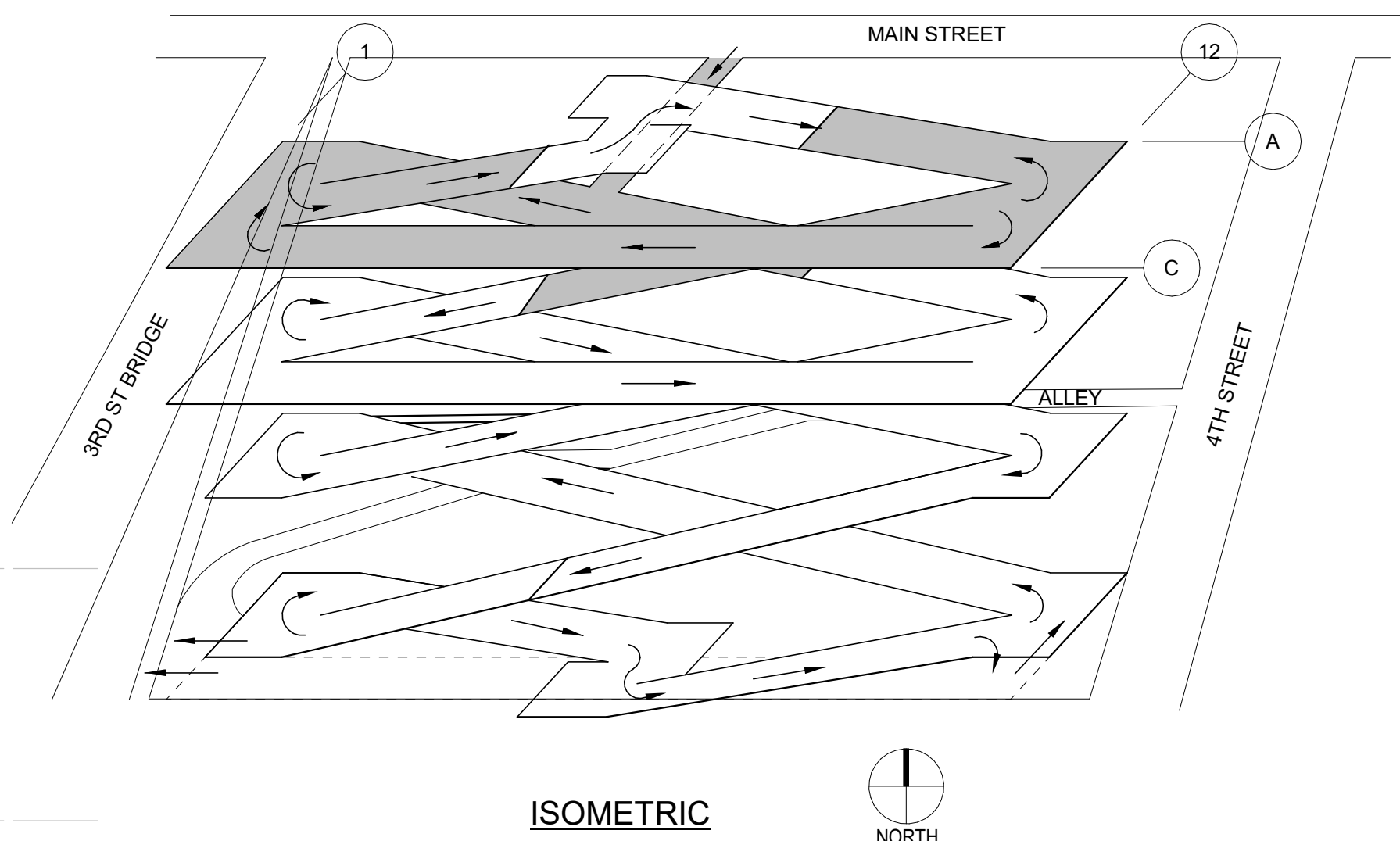
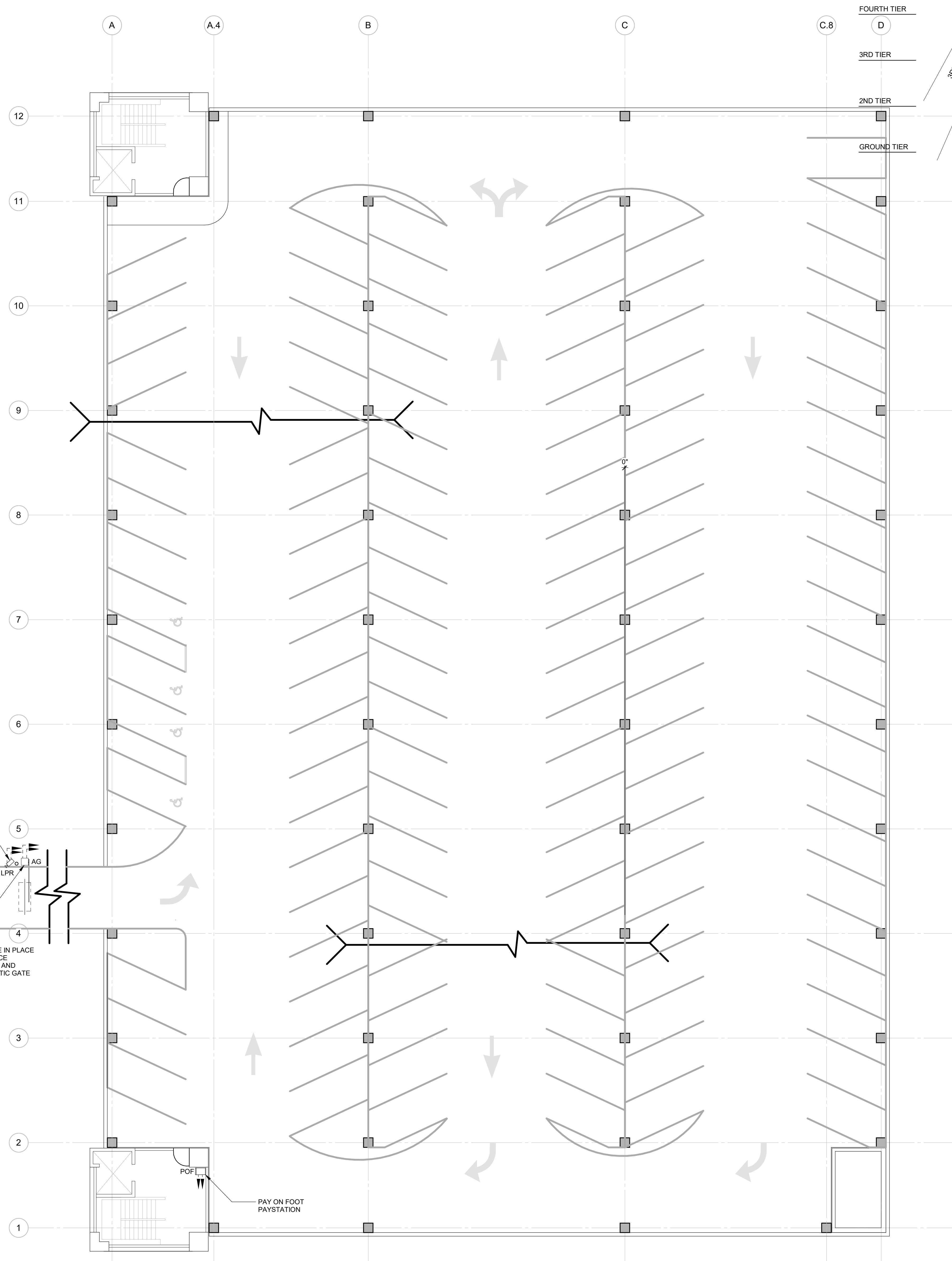
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SHEET TITLE:
FIVE FLAGS RAMP 1ST TIER

Q-151

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SHEET TITLE:
FIVE FLAGS RAMP 4TH TIER

Dubuque, Iowa PARCS Pre-Bid Meeting Attendance

Name	Organization	Title	Email
Joe Mollish	Flowbird	VP, Business Development	joe.mollish@flowbird.group
Steven Swanson	Heartland Parking	Vice President	sswanson@heartlandparking.com
Mitch Grant	PAVE Mobility	Director	mitch.grant@pavemobility.com
Eric Risch	Premium Parking	Market President	erisch@premiumparking.com
Dana Wade	Metropolis	Direct of Business Development	dwade@metropolis.io
David Lentinello	Parking Boxx	Install Tech	dave@parkingboxx.com
Dan Stublaski	SkiData	Regional Manager	dan.stublaski@skidata.com
Billy Kerpiniotis	Amano McGann, Inc.	Senior Sales Executive	billy.kerpiniotis@amanomcgann.com
Wesley Bain	HUB Parking Systems	Territory Manager	wesley.bain@tibaparking.com wesley.bain@faactechnologies.com
Michael Wilson	DESIGNA	Business Development Manager	michael.wilson@us.designa.com
Randy Tacey	Tri-City Electric	Estimator	rtacey@tricityelectric.com
Adam Greer	Heartland Parking	Director of Operations	agreer@heartlandparking.com
Craig Buscher	Parking, Inc.	Manager	craig@parking-inc.com
Austin O'Regan	FLASH	Sales Manager	austin.oregan@flashos.com
Todd Pugh	Parking, Inc.	Vice President	todd@keckparking.com
Brian Scoggins Jr.	Progression Technology Integrators (PTI)	CEO	bscogginsjr@progressionti.com
David Venancio	RISETEK Global	Customer Success Manager	dvenancio@risetekglobal.com
Jay Thurman	Orbility	Vice President of Operations	jay.thurman@orbility.com
Stephen Herbst	HUB Parking Systems	Area Operations Manager	Stephen.Herbst@Hubparking.com
Ruben Miranda	Orbility	Business Development Manager	ruben.miranda@orbility.com
Damon Harvey	RISETEK Global	Senior Vice President	dharvey@risetekglobal.com
Michael Ball	FAAC Technologies	Director of Sales at Associated Time Instruments & Signature Control Systems	michael.ball@faactechnologies.com

WELCOME

Parking Access and Revenue Control System (PARCS) Equipment Procurement

Pre-Proposal Conference



**Jule Operations and Training Center
City of Dubuque, Iowa**

March 15, 2024

PROJECT SCOPE

- Six (6) downtown parking garages ~2,900 spaces
- Components:
 - Strip and replace, turn-key
 - Fixed LPR
 - Automated
 - Mobile integration
 - Pay-on-foot
- Contract, transient, hotel, event/pre-paid, validations
- Core Factors:
 - Customer service and functionality
 - Maintenance and support
 - Reporting and data-driven management

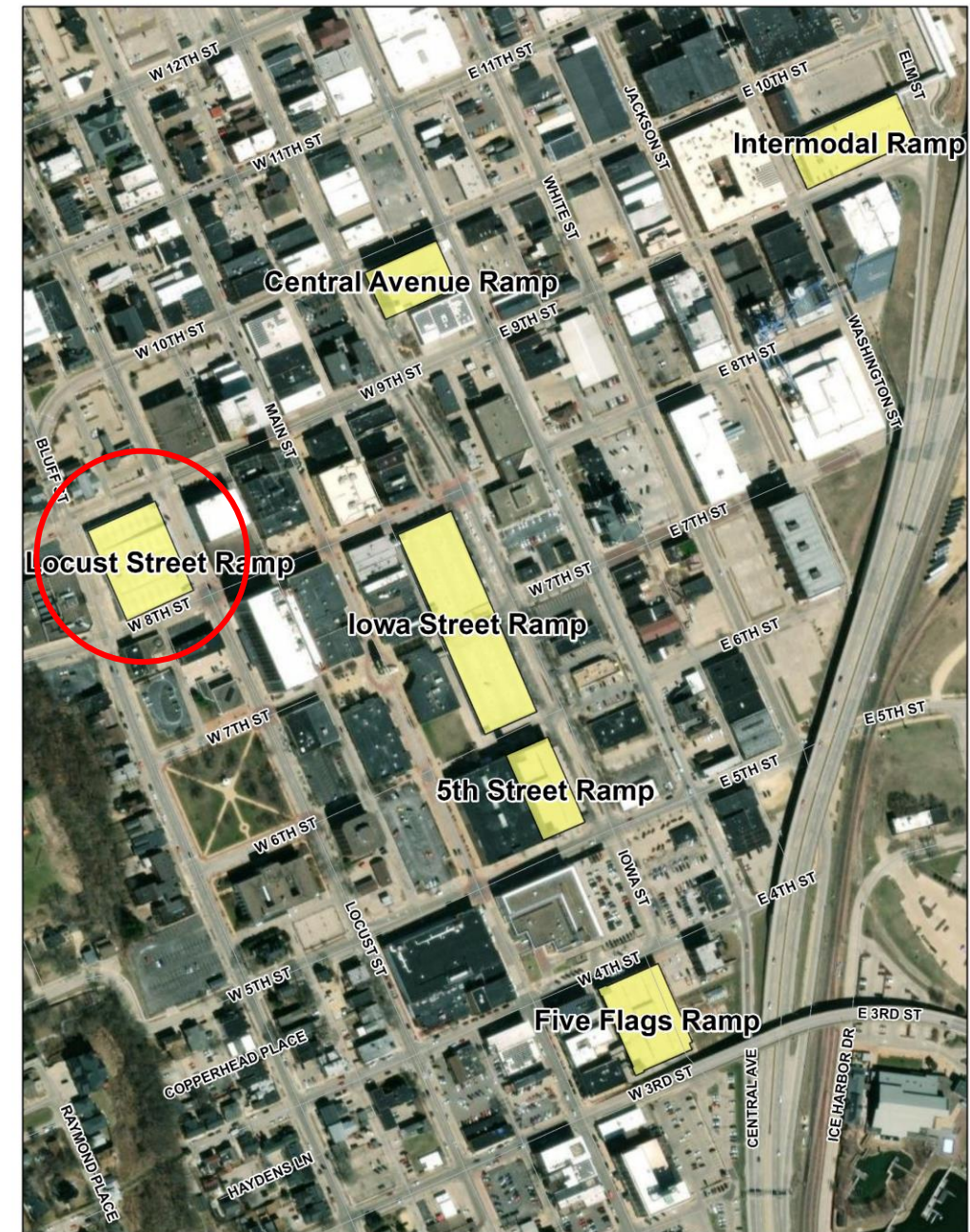


CURRENT EQUIPMENT

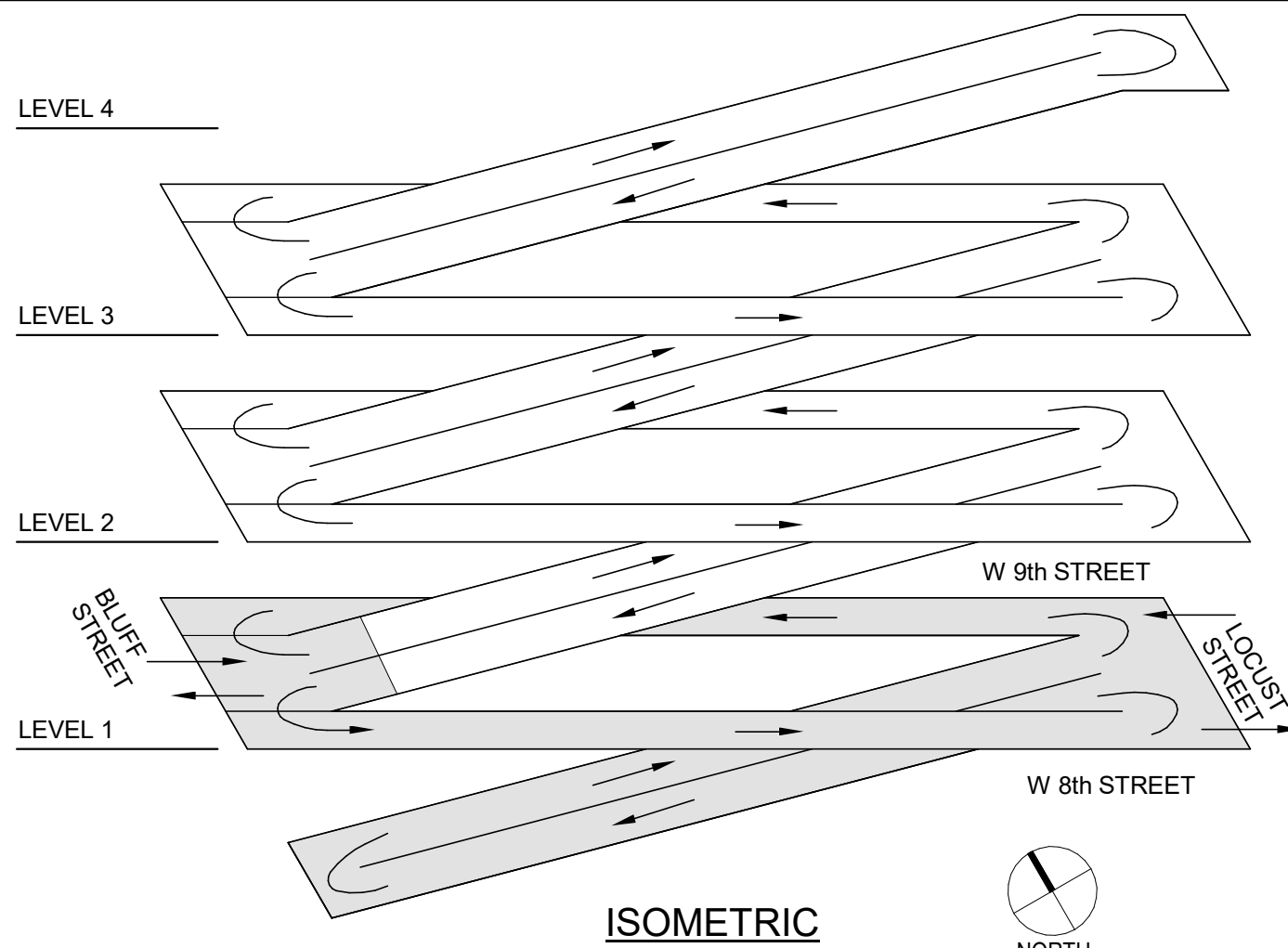


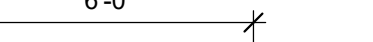
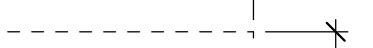
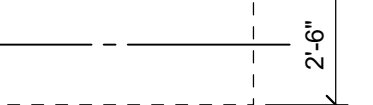





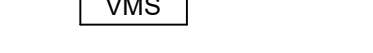
LOCUST STREET RAMP

- 444 spaces
- Two (2) entry lanes
- Two (2) exit lanes



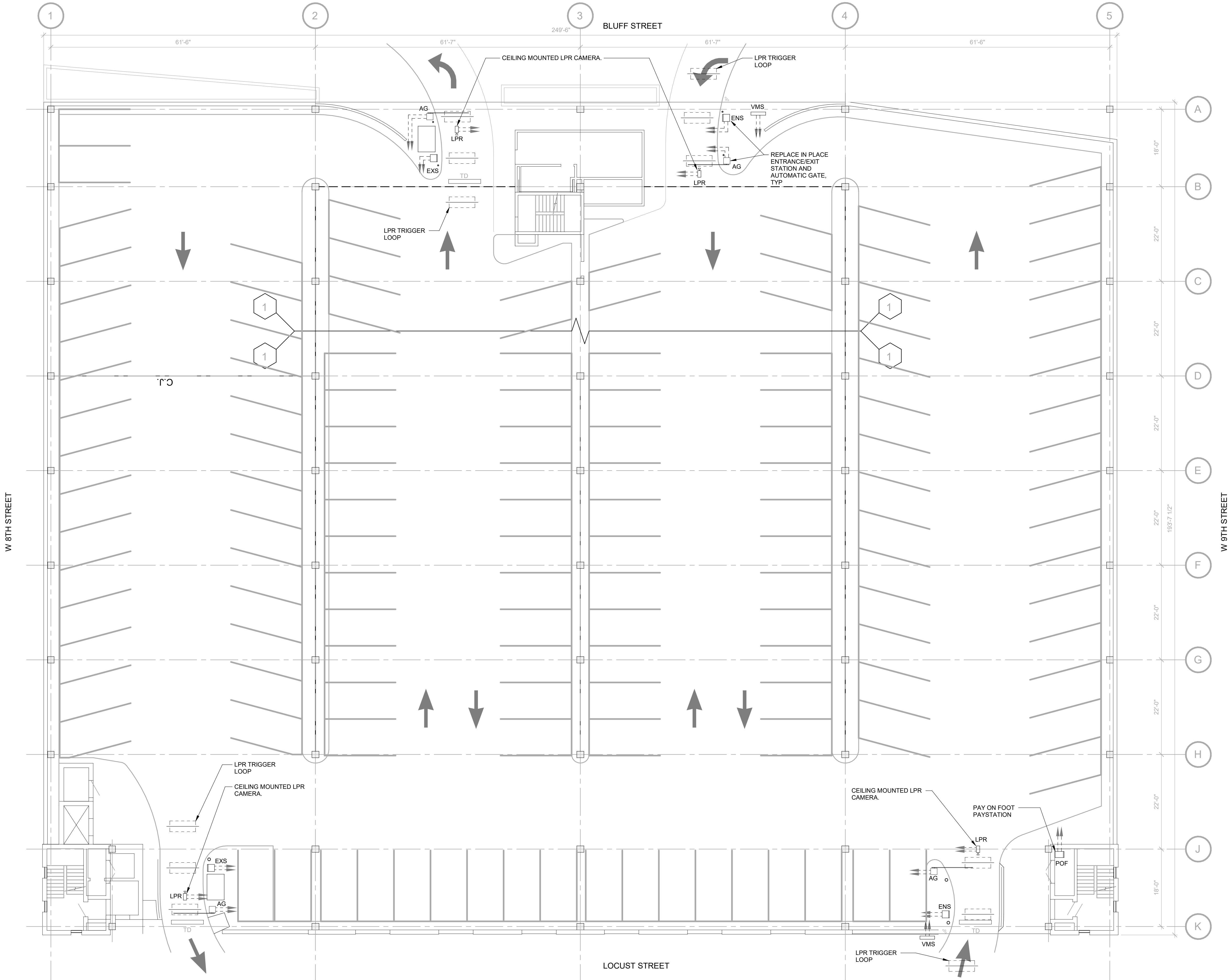
LOCUST STREET RAMP



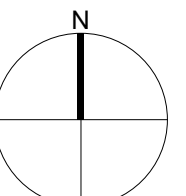
<p>EQUIPMENT LEGEND:</p>	
<p>EQUIPMENT</p> 	<p>DEFINITION</p>
	<p>AUTOMATIC GATE</p>
	<p>TYPICAL LOOP: EMBED IN SLAB-ON-GRADE</p>
	<p>BOLLARD - 4"Ø SCHEDULE 40 PIPE GALVANIZED</p>
	<p>VARIABLE MESSAGE SIGN</p>
	<p>LICENSE PLATE RECOGNITION CAMERA</p>
	<p>ENTRANCE STATION W/ INTEGRATED INTERCOM & CARD READER</p>
	<p>EXIT STATION W/ INTEGRATED INTERCOM & CARD READER</p>
	<p>PAY ON FOOT PAYSTATION</p>

1. DRAWINGS ARE SCHEMATIC DIAGRAMS. PARCS CONTRACTOR TO COORDINATE FINAL CONDUIT QUANTITIES, SIZES, LOCATION OF CONDUIT STUB UPS, PROTECTIVE BOLLARDS, AND EQUIPMENT MOUNTING LOCATIONS.

2. GALVANIZED.
2. COORDINATE WITH CIVIL AND ELECTRICAL DRAWINGS FOR POWER SUPPLY AND DATA LINE INTERFACES. FINAL LAYOUT OF EMBEDDED CONDUITS SUPPLIED BY PARCS VENDOR.
3. POWER AND COMMUNICATIONS SHALL BE ROUTED IN SEPARATE CONDUITS. VOLTAGE DROP SHALL BE LESS THAN 3%. CONDUITS AND CONDUCTORS SHALL BE SIZED PER THE NATIONAL ELECTRICAL CODE REQUIREMENTS. CONSULT ELECTRICAL ENGINEER FOR DETAILS.



1 LOCUST STREET RAMP - LEVEL 1
3/32" = 1'-0"



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Minneapolis, MN 55435
952.595.9116 Ph
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CITY OF DUBUQUE
PARKING SYSTEM
TECHNOLOGY & EQUIPMENT
PROCUREMENT
DUBUQUE IOWA

	09/26/2023	OWNER REVIEW
MARK	DATE	DESCRIPTION
REVISIONS		
ISSUE:	CONSTRUCTION DOCUMENTS	
ISSUE DATE:	09-25-2023	
PROJECT NO:	21-005202.00	
DRAWN BY:	LPM	
CHECKED BY:	BM/KW	

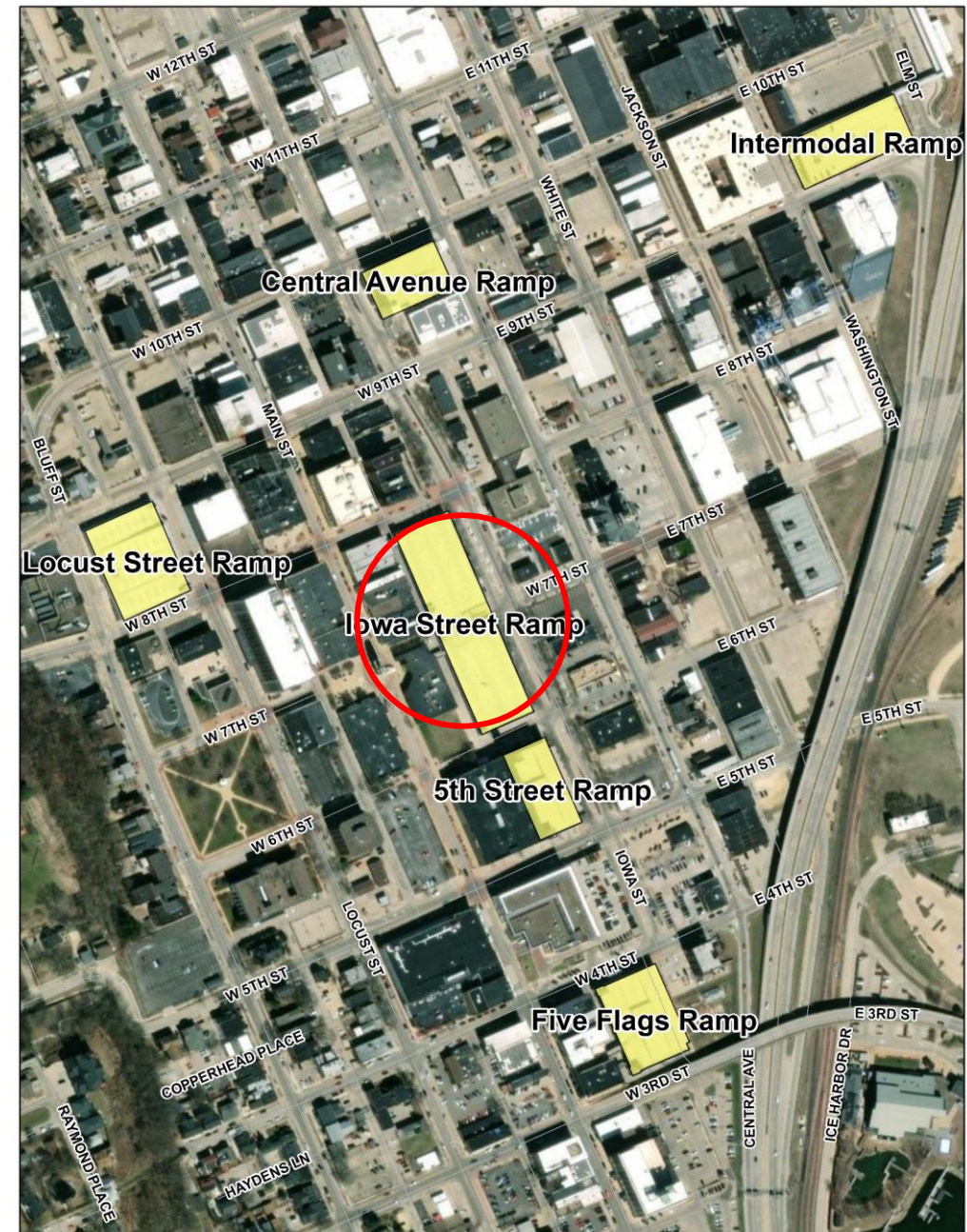
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SHEET TITLE:
LOCUST ST RAMP LEVEL 1

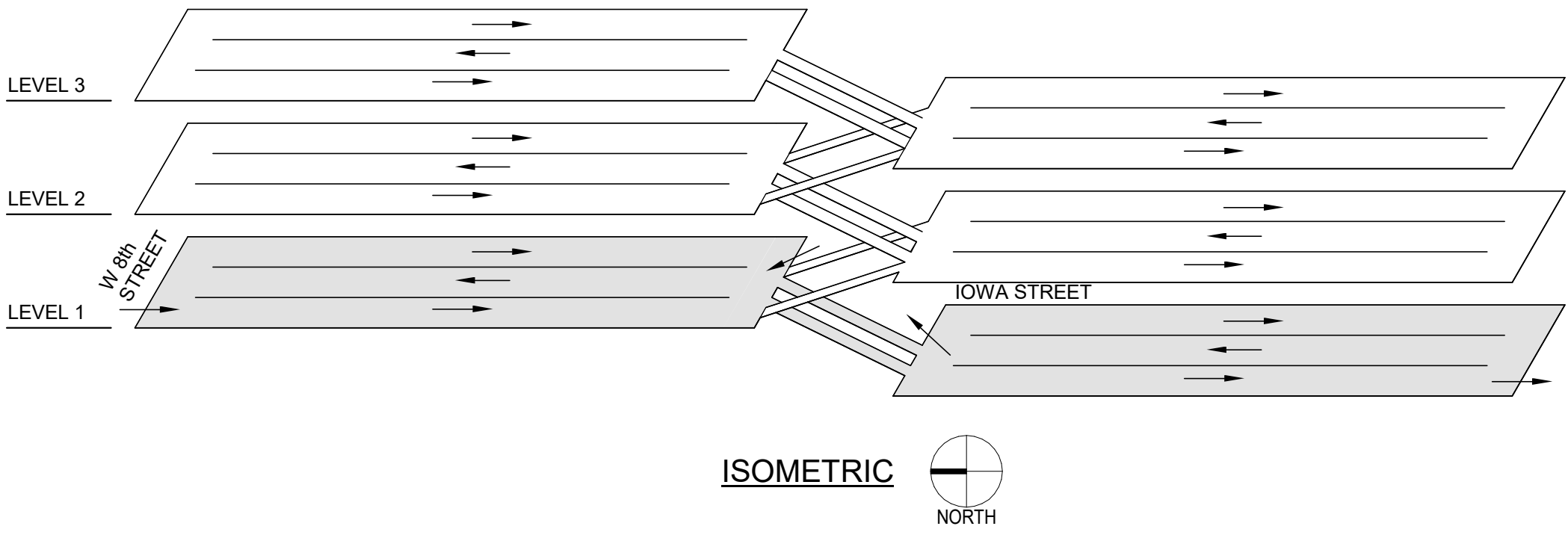
Q-111

IOWA STREET RAMP

- 622 spaces
- Two (2) entry lanes
- Three (3) exit lanes



IOWA STREET RAMP



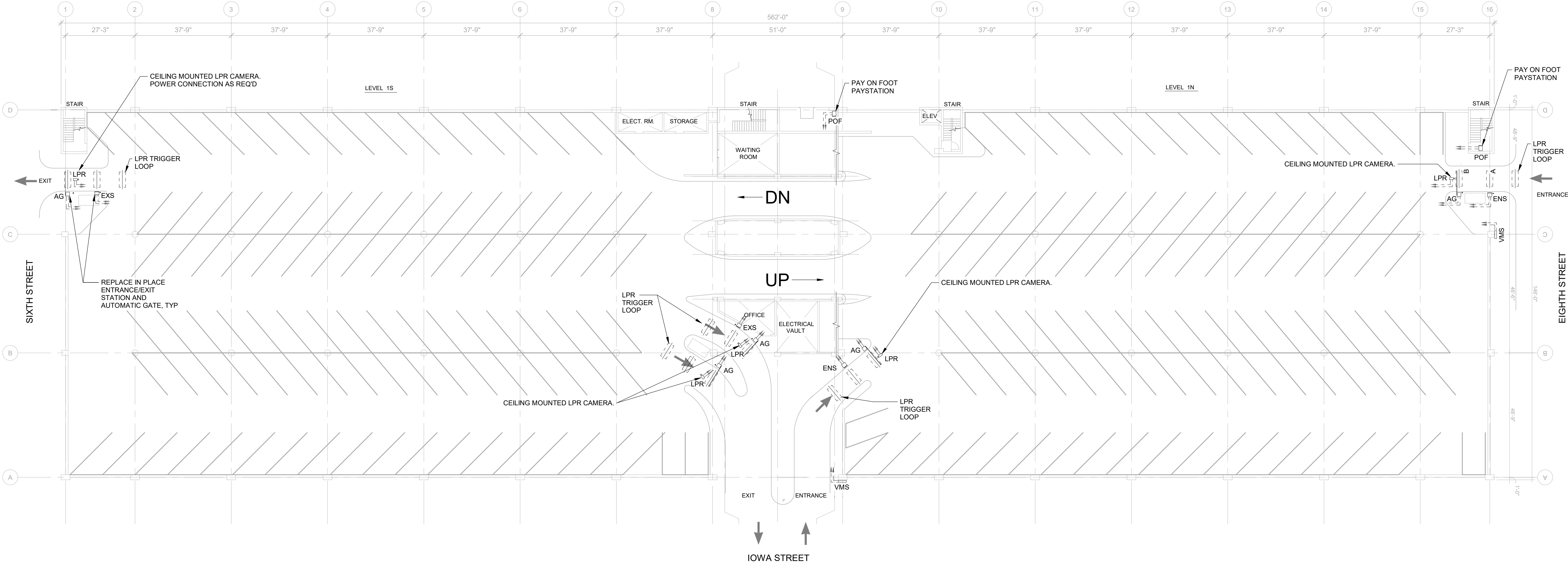
EQUIPMENT LEGEND:	
EQUIPMENT	DEFINITION
AG	AUTOMATIC GATE
	TYPICAL LOOP: EMBED IN SLAB-ON-GRADE
	BOLLARD - 4"Ø SCHEDULE 40 PIPE GALVANIZED
VMS	VARIABLE MESSAGE SIGN
LPR	LICENSE PLATE RECOGNITION CAMERA
ENS	ENTRANCE STATION W/ INTEGRATED INTERCOM & CARD READER
EXS	EXIT STATION W/ INTEGRATED INTERCOM & CARD READER
POF	PAY ON FOOT PAYSTATION

GENERAL NOTES:

- DRAWINGS ARE SCHEMATIC DIAGRAMS. PARCS CONTRACTOR TO COORDINATE FINAL CONDUIT QUANTITIES, SIZES, LOCATION OF CONDUIT STUB UPS, PROTECTIVE BOLLARDS, AND EQUIPMENT MOUNTING LOCATIONS.

ELECTRICAL NOTES:

- ALL EXPOSED CONDUIT TO BE RIGID HOT DIPPED GALVANIZED.
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1 IOWA STREET RAMP - LEVEL 1
1" = 20'-0"

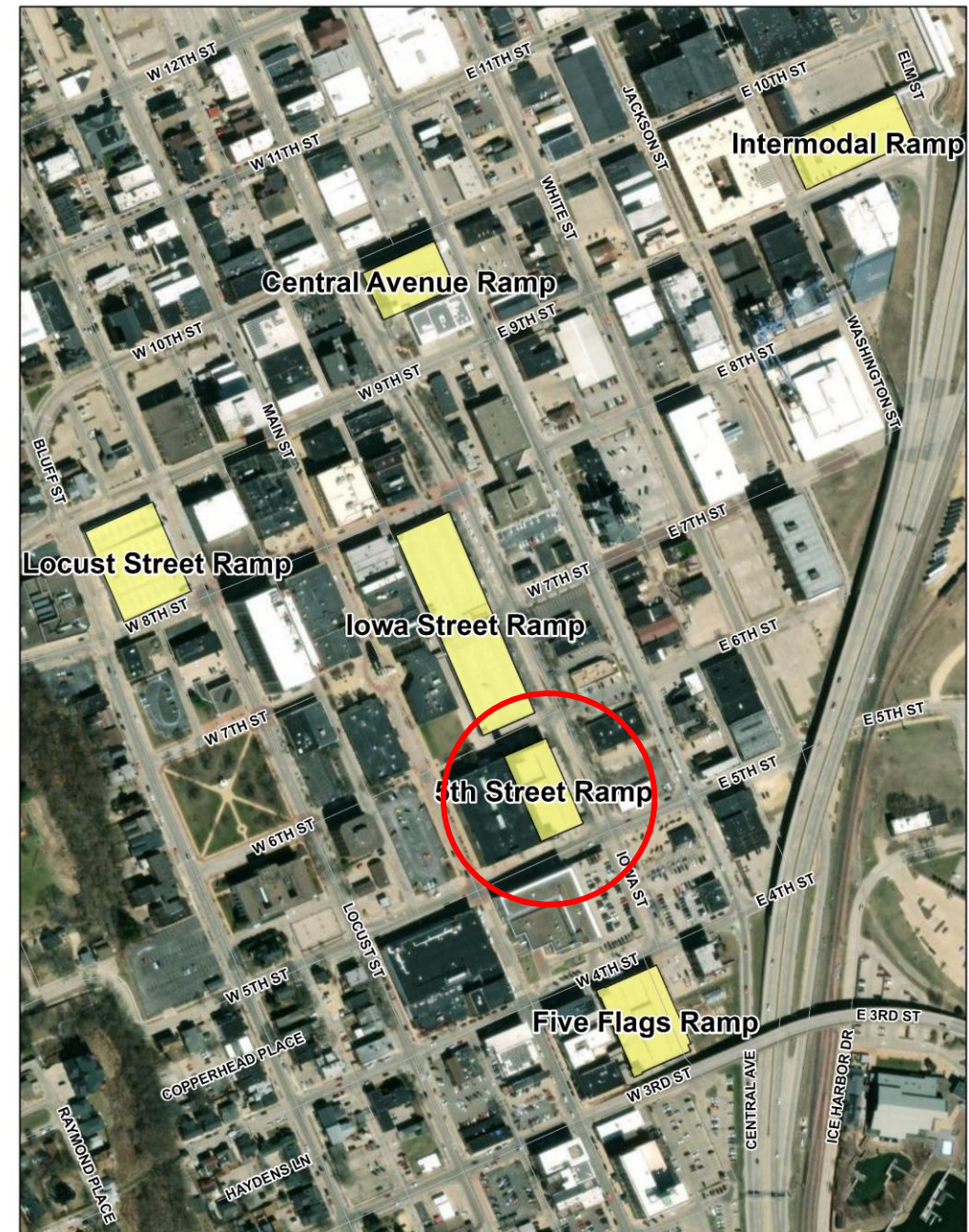
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			REVISIONS
			CONSTRUCTION DOCUMENTS
			ISSUE DATE: 09-25-2023
			PROJECT NO: 21-005202.00
			DRAWN BY: LPM
			CHECKED BY: BMKW

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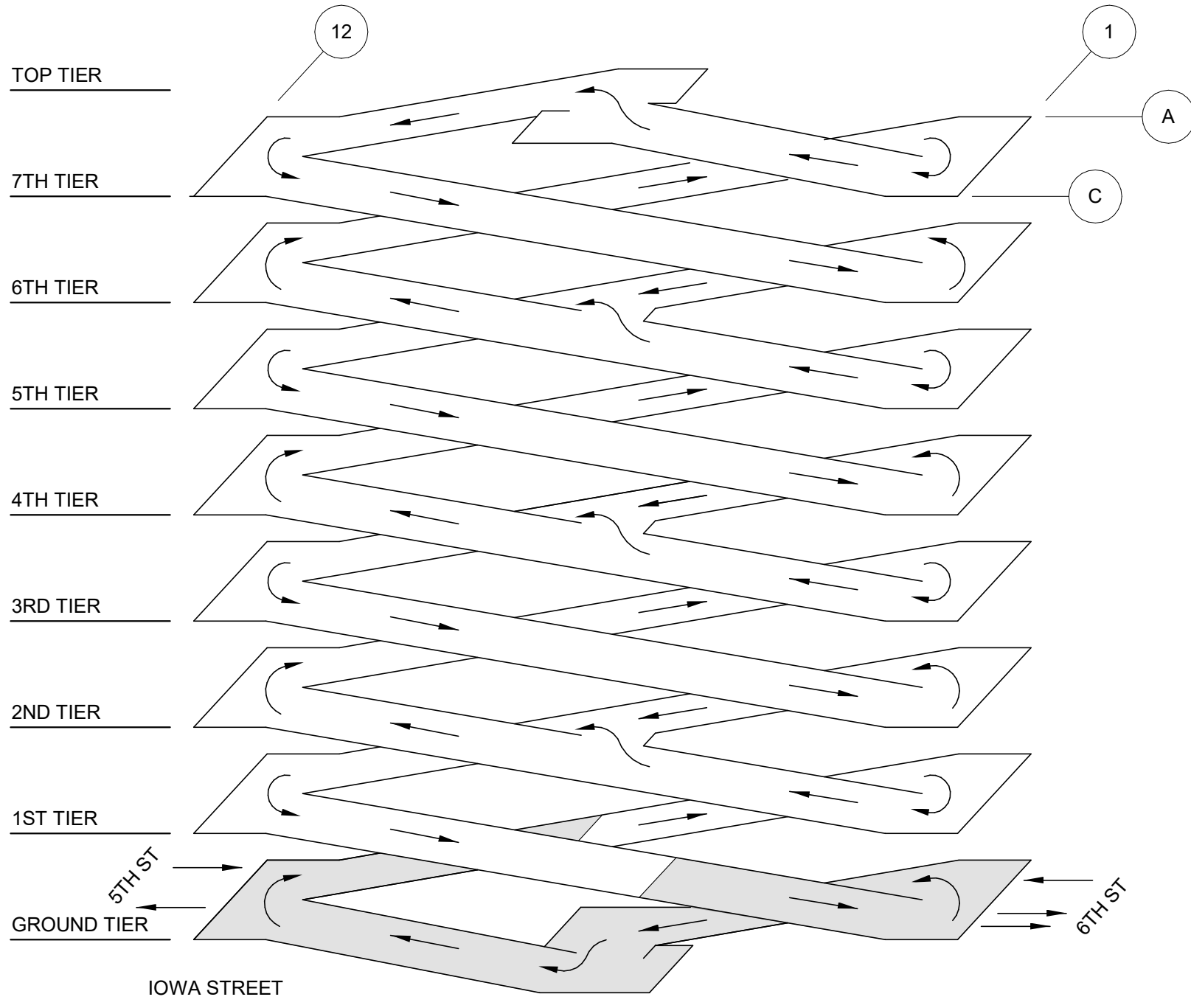
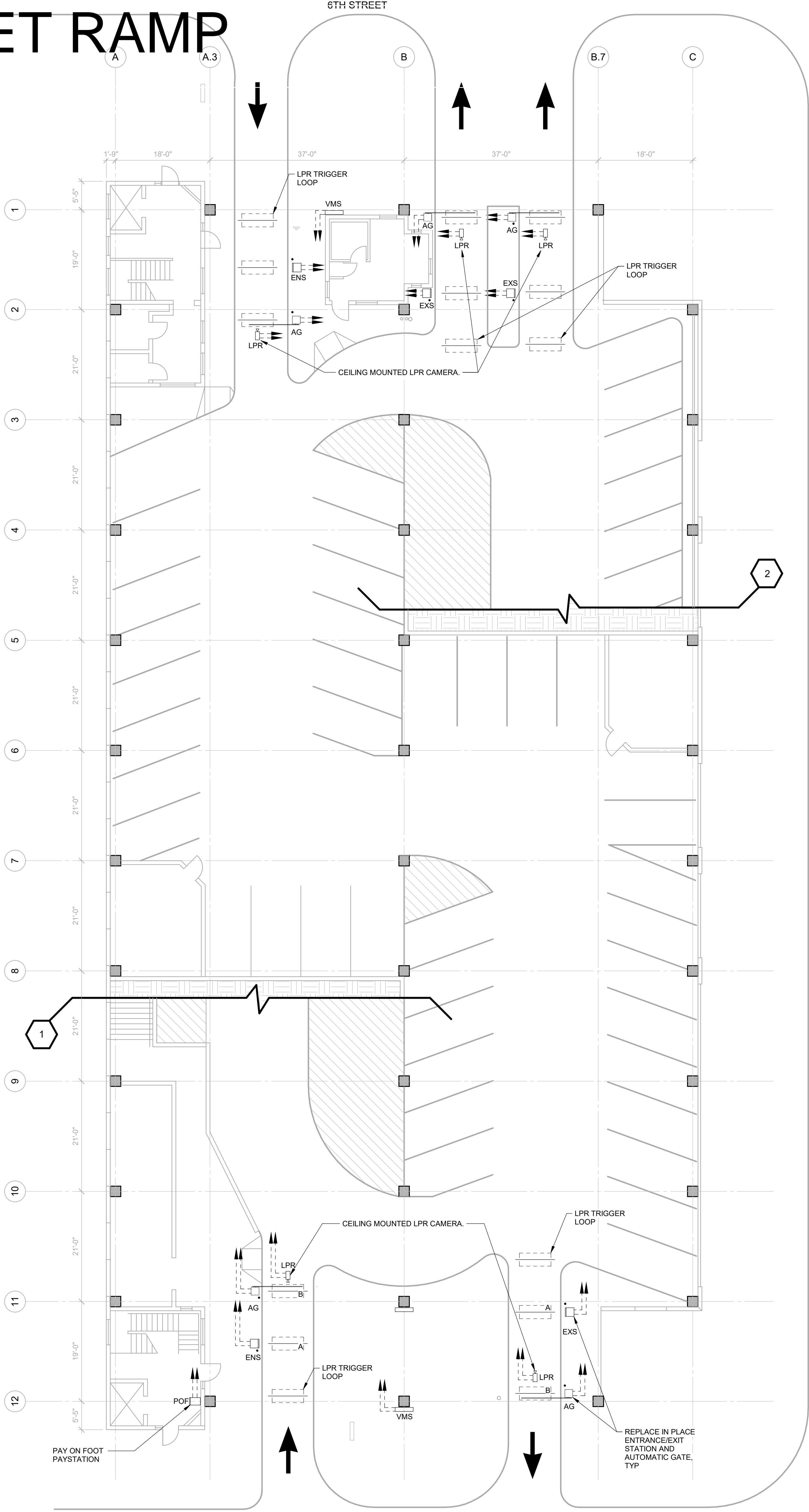
SHEET TITLE:
IOWA ST RAMP LEVEL 1

5TH STREET RAMP

- 675 spaces
- Two (2) entry lanes
- Three (3) exit lanes



5TH STREET RAMP



ISOMETRIC LOOKING WEST

EQUIPMENT LEGEND:

EQUIPMENT	DEFINITION
AG	AUTOMATIC GATE
	TYPICAL LOOP: EMBED IN SLAB-ON-GRADE
	BOLLARD - 4"Ø SCHEDULE 40 PIPE GALVANIZED
VMS	VARIABLE MESSAGE SIGN
LPR	LICENSE PLATE RECOGNITION CAMERA
ENS	ENTRANCE STATION W/ INTEGRATED INTERCOM & CARD READER
EXS	EXIT STATION W/ INTEGRATED INTERCOM & CARD READER
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DUBUQUE
Iowa

Masterpiece on the Mississippi



2007-2012-2019
2017-2019

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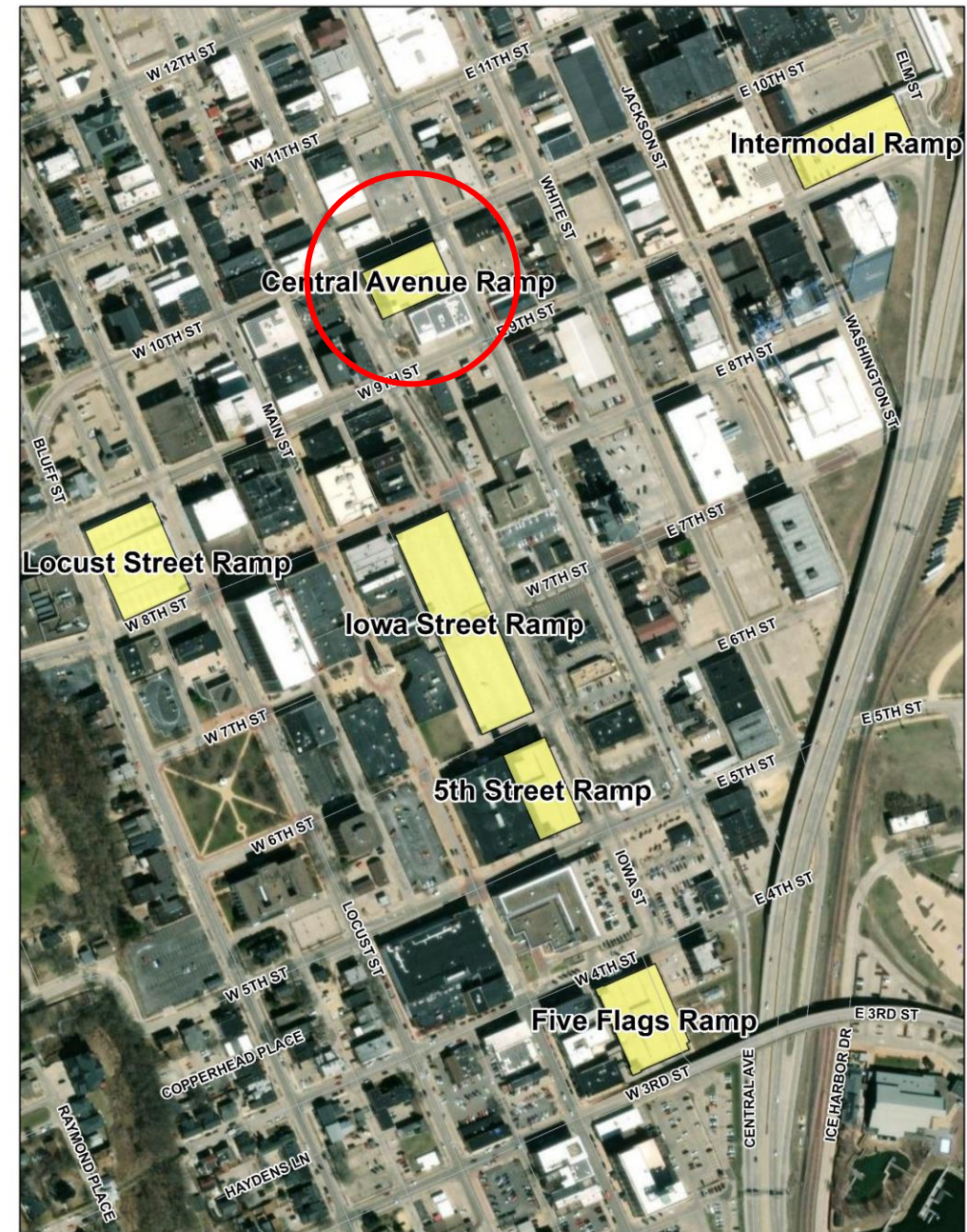
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		REVISIONS
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ISSUE DATE:	09-25-2023	
PROJECT NO:	21-005202.00	
DRAWN BY:	LPM	
CHECKED BY:	BMKW	

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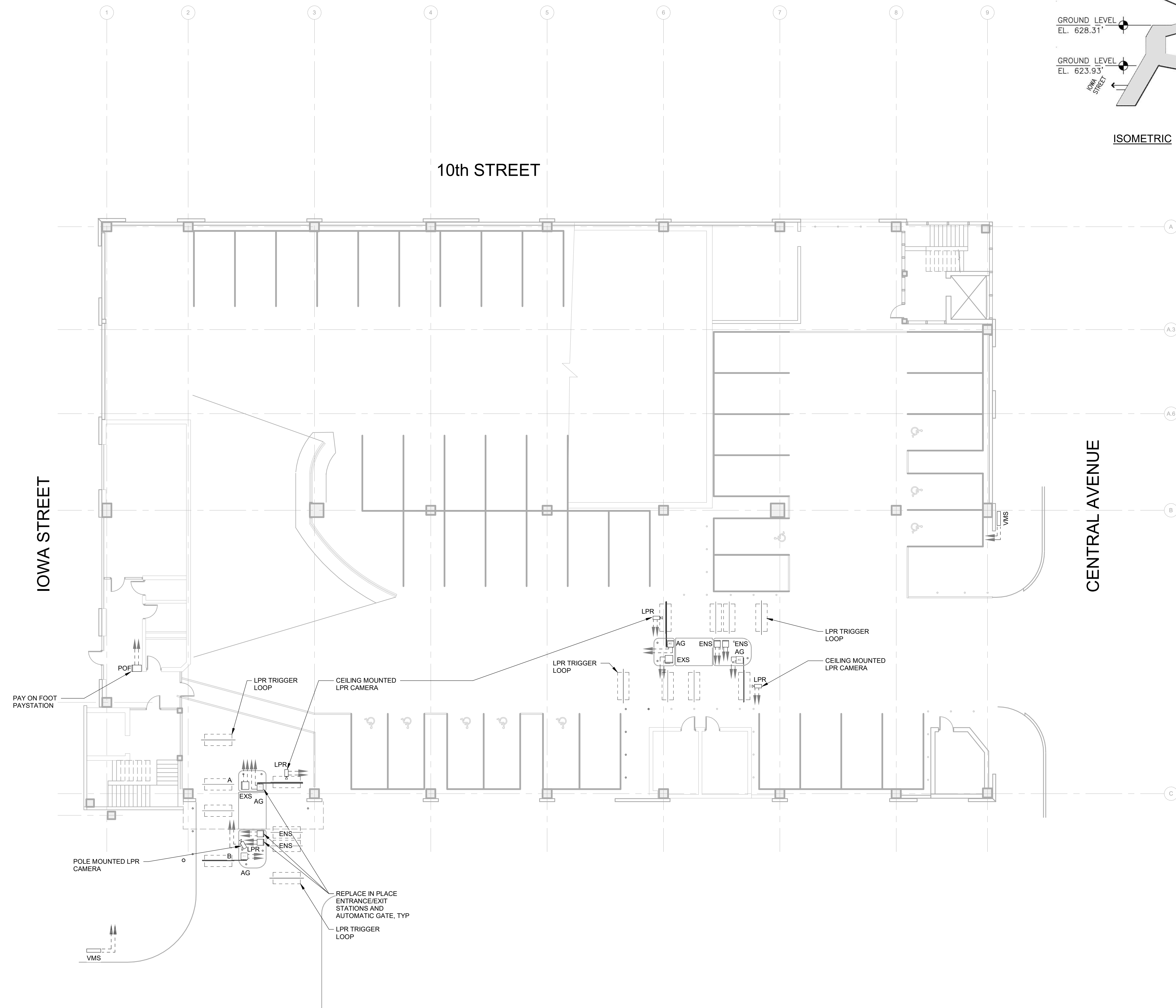
SHEET TITLE:
5TH ST RAMP GROUND
LEVEL

CENTRAL AVE RAMP

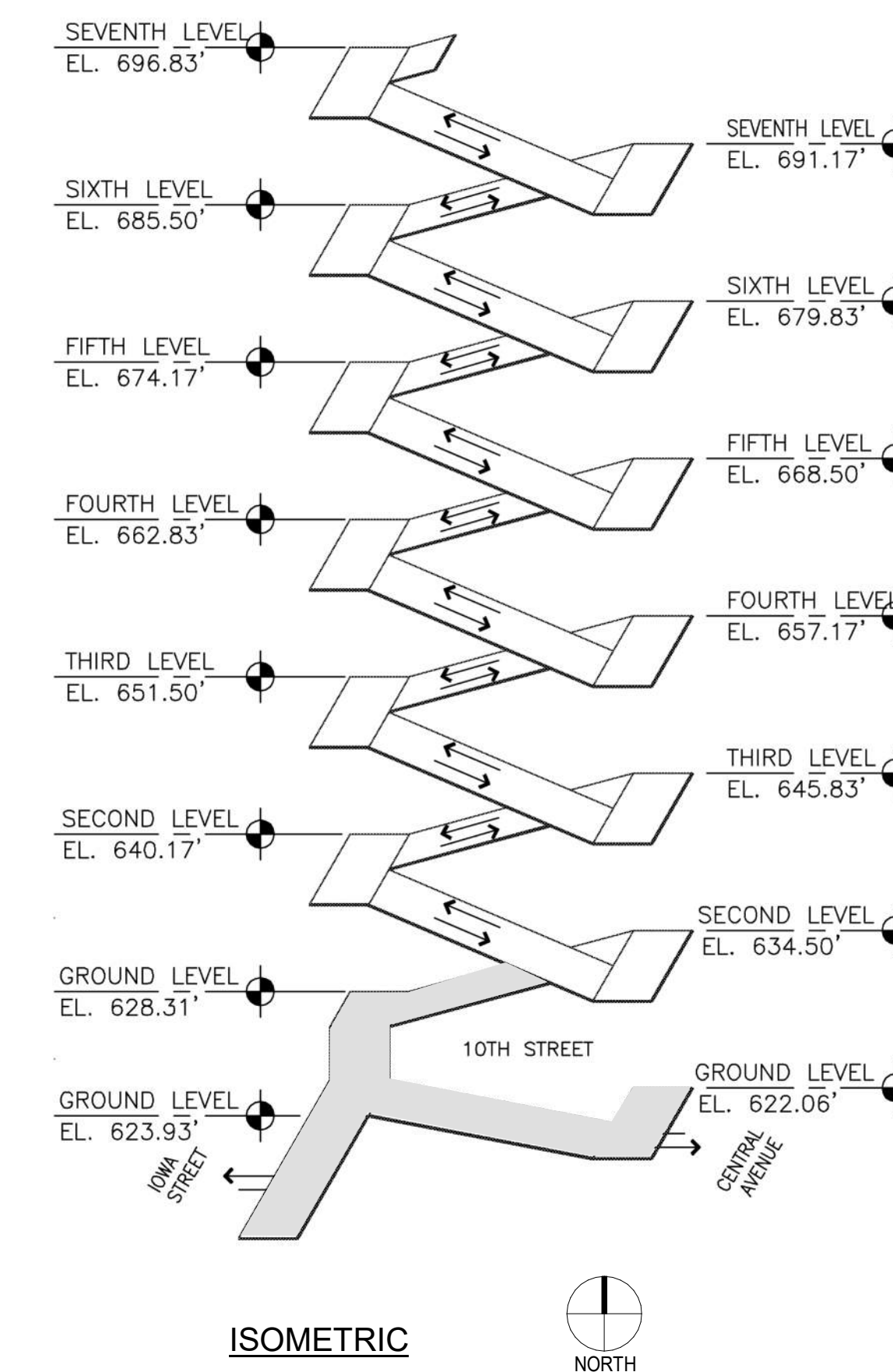
- 515 spaces
- Two (2) entry lanes
- Two (2) exit lanes

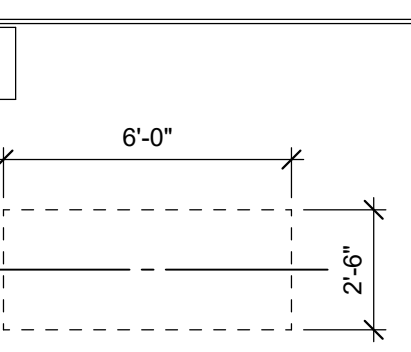

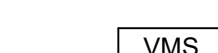






CENTRAL AVENUE RAMP



1 CENTRAL AVENUE RAMP - GROUND
LEVEL
3/32" = 1'-0"



EQUIPMENT	DEFINITION
	<p>DEFINITION</p> <p>AUTOMATIC GATE</p> <p>TYPICAL LOOP: EMBED IN SLAB-ON-GRADE</p>
	<p>BOLLARD - 4"Ø SCHEDULE 40 PIPE GALVANIZED</p>
	<p>VARIABLE MESSAGE SIGN</p>
	<p>LICENSE PLATE RECOGNITION CAMERA</p>
	<p>INTEGRATED STATION W/ INTEGRATED INTERCOM & CARD READER</p>
	<p>EXIT STATION W/ INTEGRATED INTERCOM & CARD READER</p>
	<p>PAY ON FOOT PAYSTATION</p>

- GENERAL NOTES:**
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- ELECTRICAL NOTES:**
1. ALL EXPOSED CONDUIT TO BE RIGID HOT DIPPED GALVANIZED.
 2. COORDINATE WITH CIVIL AND ELECTRICAL DRAWINGS FOR SUPPLY AND DATA LINE INTERFACES. FINAL LAYOUT OF EMBEDDED CONDUITS SUPPLIED BY PARCS VENDOR.
 3. POWER AND COMMUNICATIONS SHALL BE ROUTED IN SEPARATE CONDUITS. VOLTAGE DROP SHALL BE LESS THAN 3%. CONDUITS AND CONDUCTORS SHALL BE SIZED PER THE NATIONAL ELECTRICAL CODE REQUIREMENTS. CONSULT ELECTRICAL ENGINEER FOR DETAILS.

- ELECTRICAL NOTES:**
1. ALL EXPOSED CONDUIT TO BE RIGID HOT DIPPED GALVANIZED.
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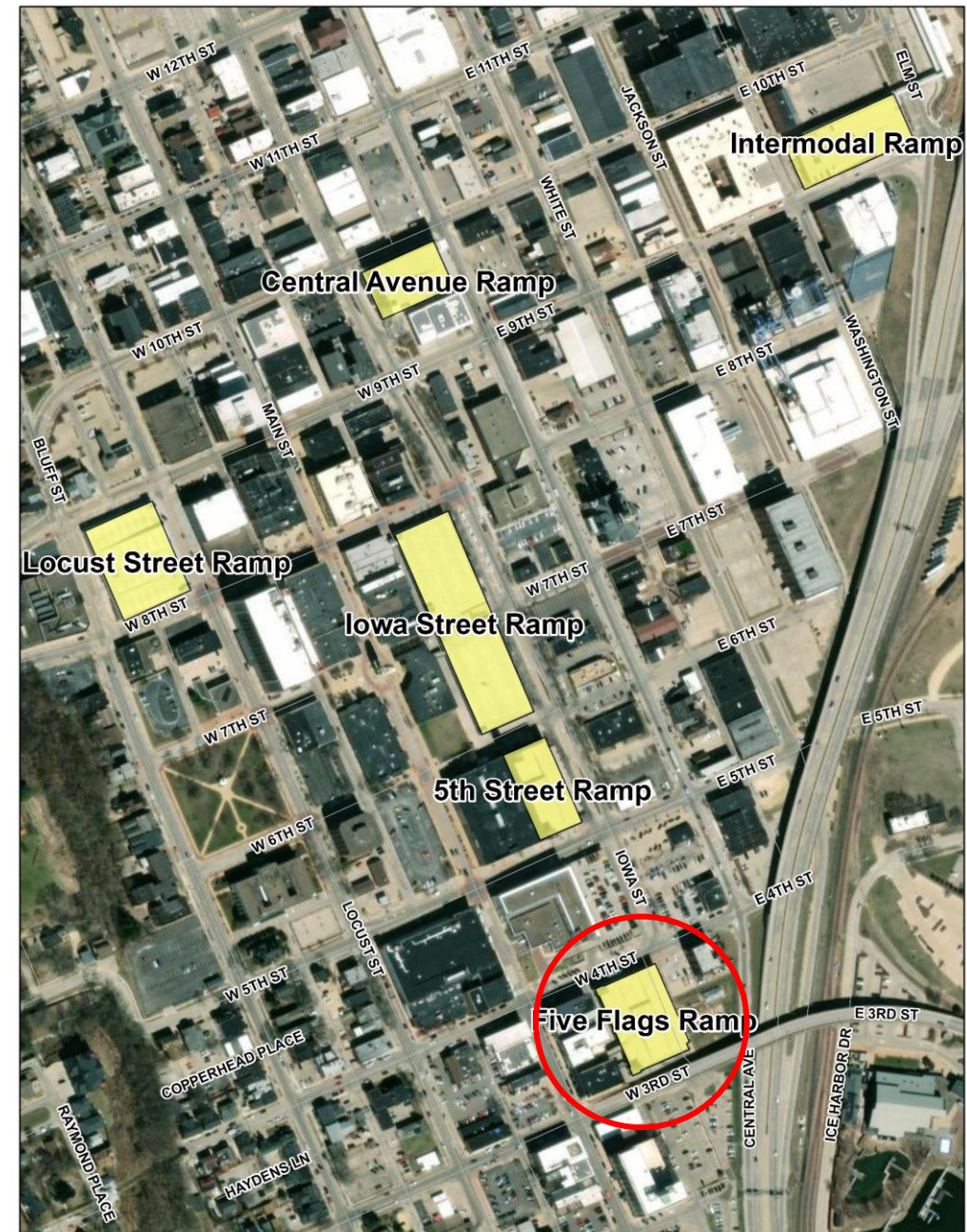
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SHEET TITLE:
CENTRAL AVENUE RAMP
GROUND LEVEL

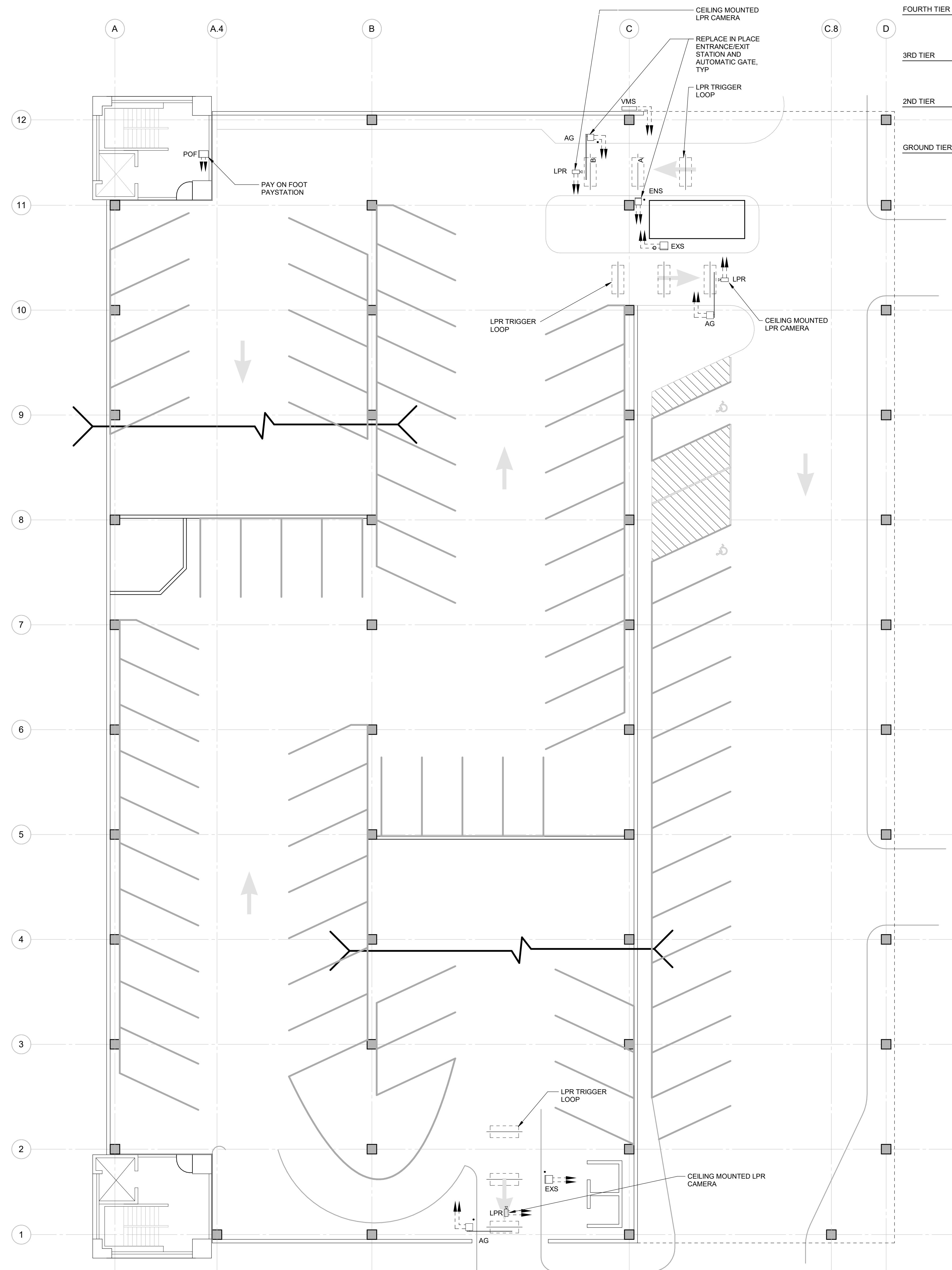
Q-141

FIVE FLAGS RAMP

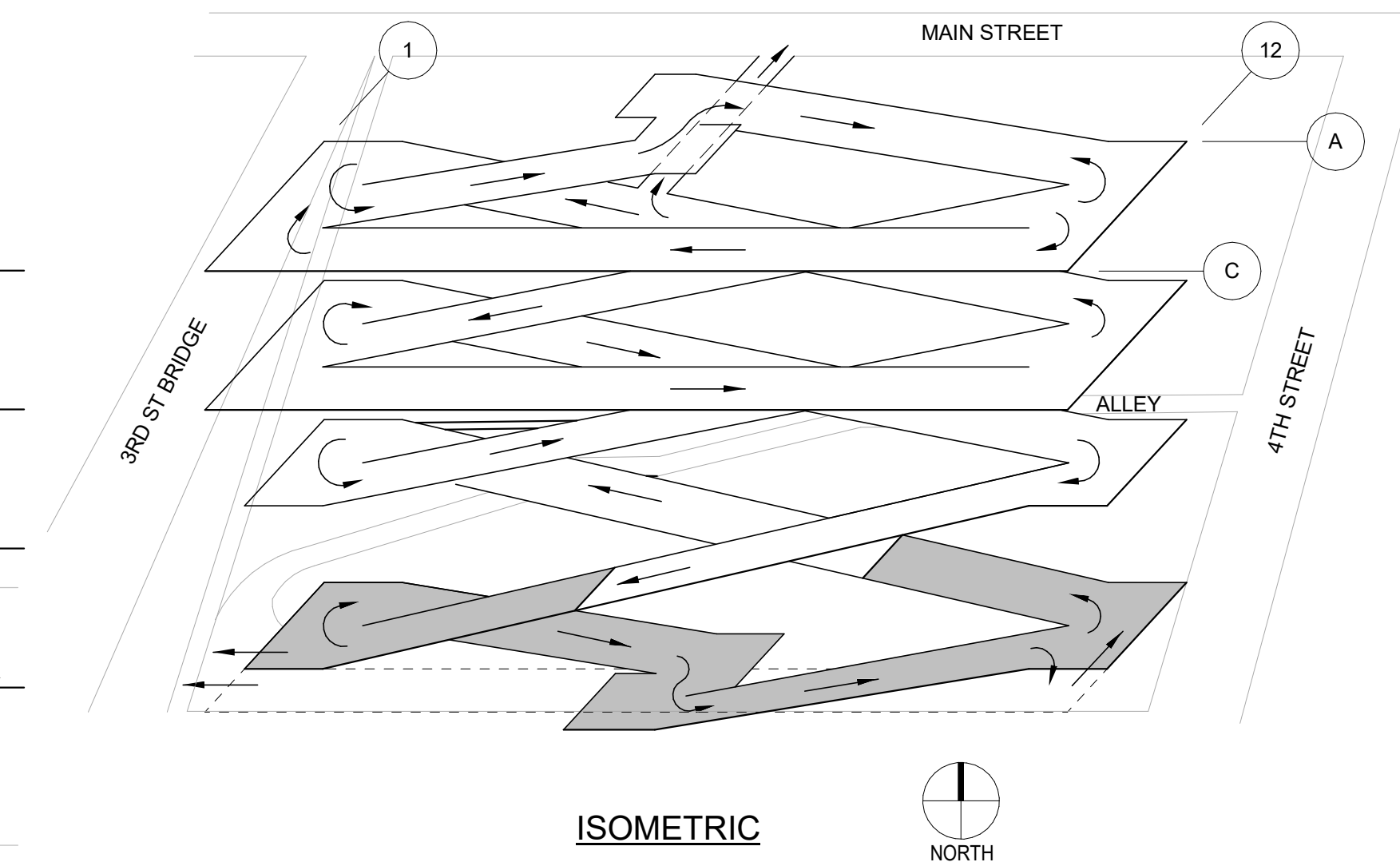
- 333 spaces
- Two (2) entry lanes
- Two (2) exit lanes


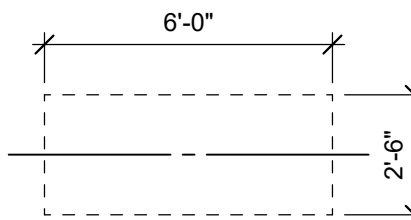








FIVE FLAGS RAMP



1 FIVE FLAGS RAMP- 1ST TIER
3/32" = 1'-0"



EQUIPMENT	DEFINITION
	AUTOMATIC GATE
	TYPICAL LOOP- EMBED IN SLAB-ON-GRADE
	BOLLARD - 4"Ø SCHEDULE 40 PIPE GALVANIZED
	VARIABLE MESSAGE SIGN
	LICENSE PLATE RECOGNITION CAMERA
	ENTRANCE STATION W/ INTEGRATED INTERCOM & CARD READER
	EXIT STATION W/ INTEGRATED INTERCOM & CARD READER
	PAY ON FOOT PAYSTATION

GENERAL NOTES:

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ELECTRICAL NOTES:
1. ALL EXPOSED CON

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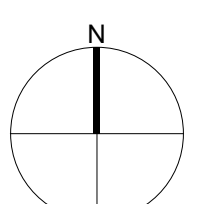


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PARKING SYSTEM
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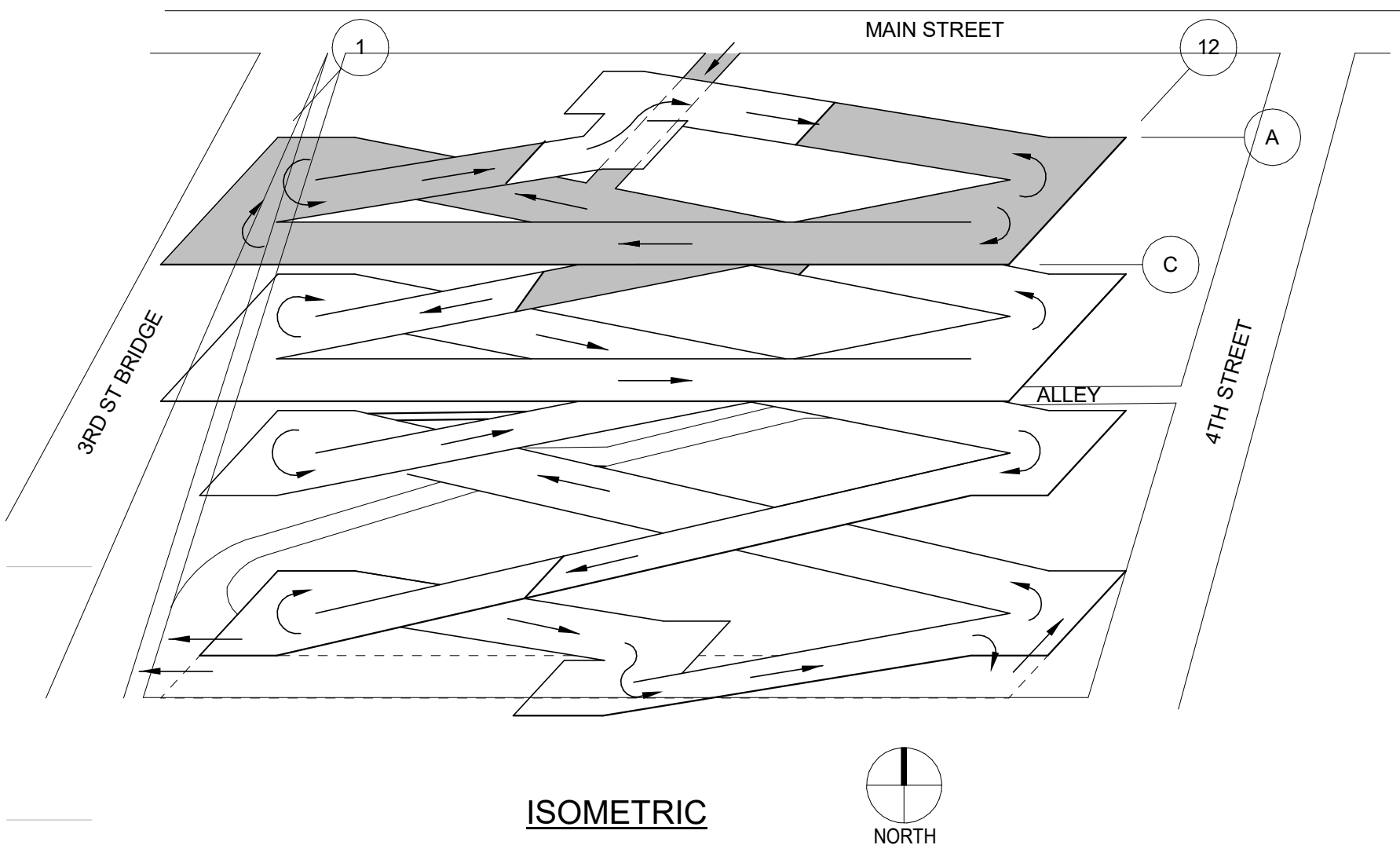
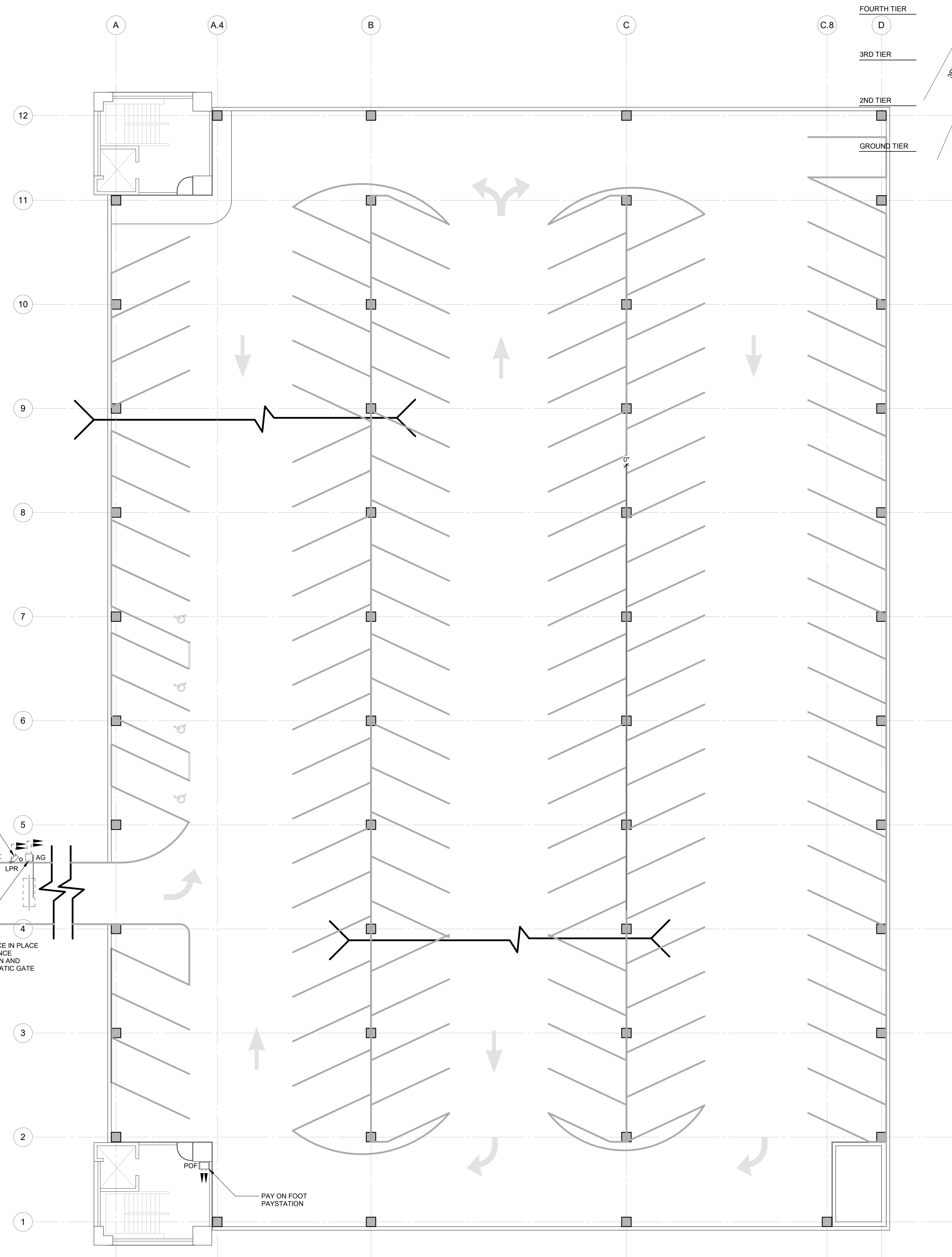
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SHEET TITLE:
FIVE FLAGS RAMP 1ST TIER



Q-151

FIVE FLAGS RAMP



EQUIPMENT LEGEND:

EQUIPMENT	DEFINITION
AG	AUTOMATIC GATE
	TYPICAL LOOP: EMBED IN SLAB-ON-GRADE
	BOLLARD - 4"Ø SCHEDULE 40 PIPE GALVANIZED
VMS	VARIABLE MESSAGE SIGN
LPR	LICENSE PLATE RECOGNITION CAMERA
ENS	ENTRANCE STATION W/ INTEGRATED INTERCOM & CARD READER
EXS	EXIT STATION W/ INTEGRATED INTERCOM & CARD READER
POF	PAY ON FOOT PAYSTATION

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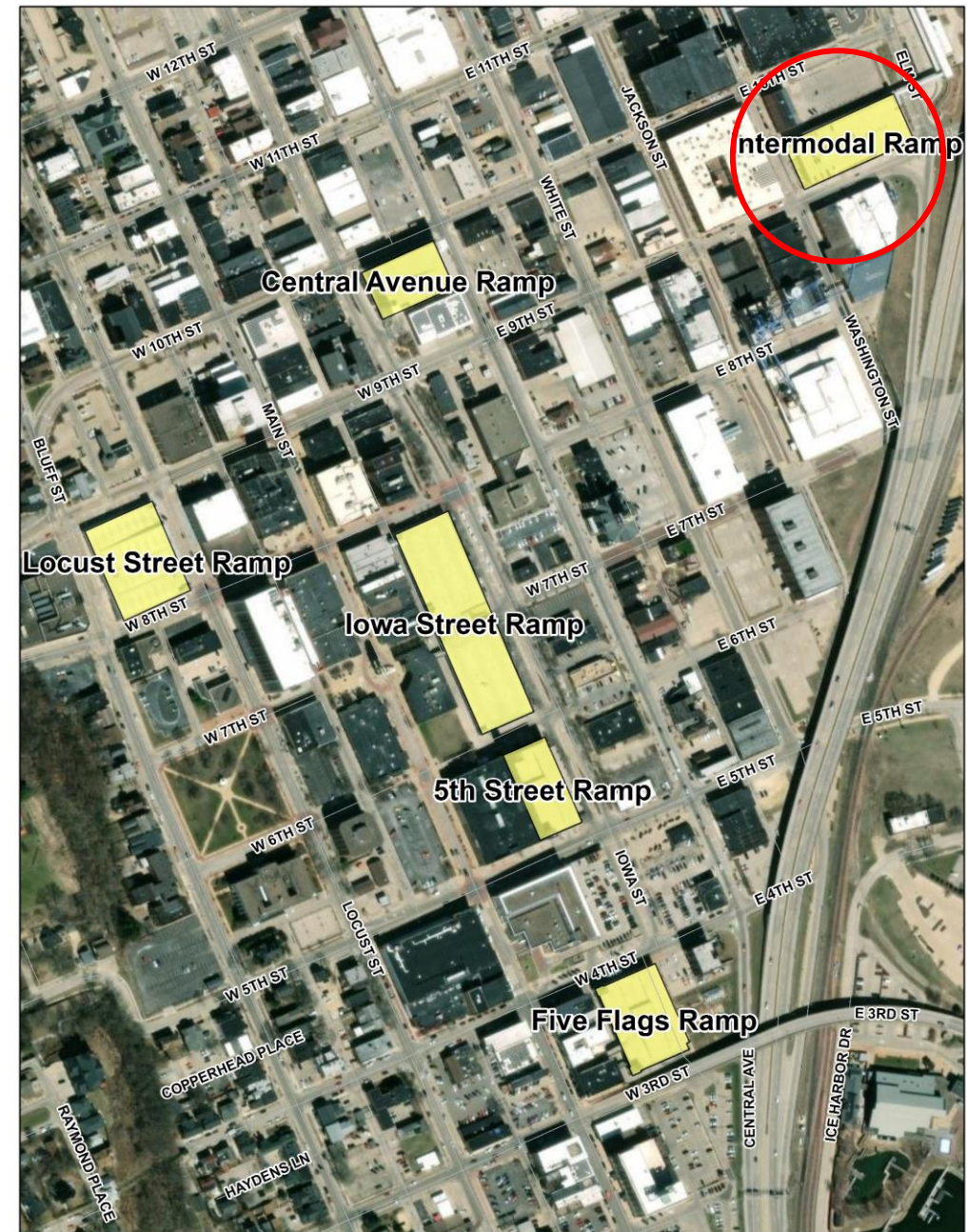
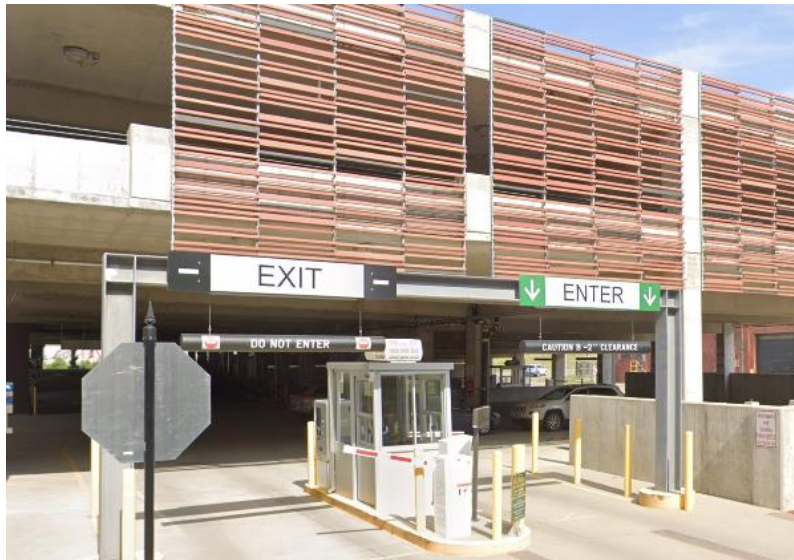
MARK	DATE	OWNER REVIEW	DESCRIPTION
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DRAWN BY:	LPM		
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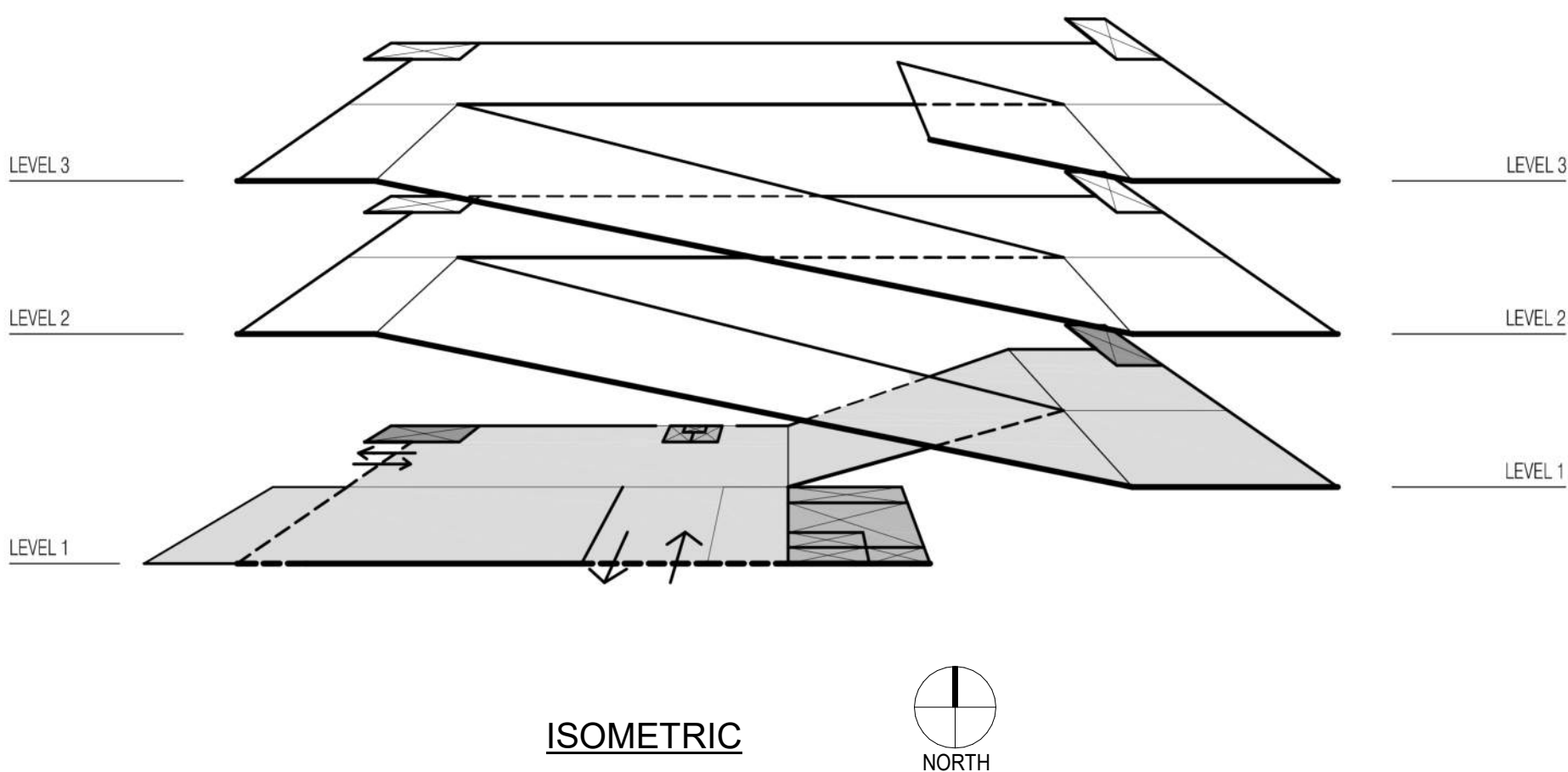
SHEET TITLE:
FIVE FLAGS RAMP 4TH TIER

INTERMODAL RAMP

- 317 spaces
- Two (2) entry lanes
- Two (2) exit lanes

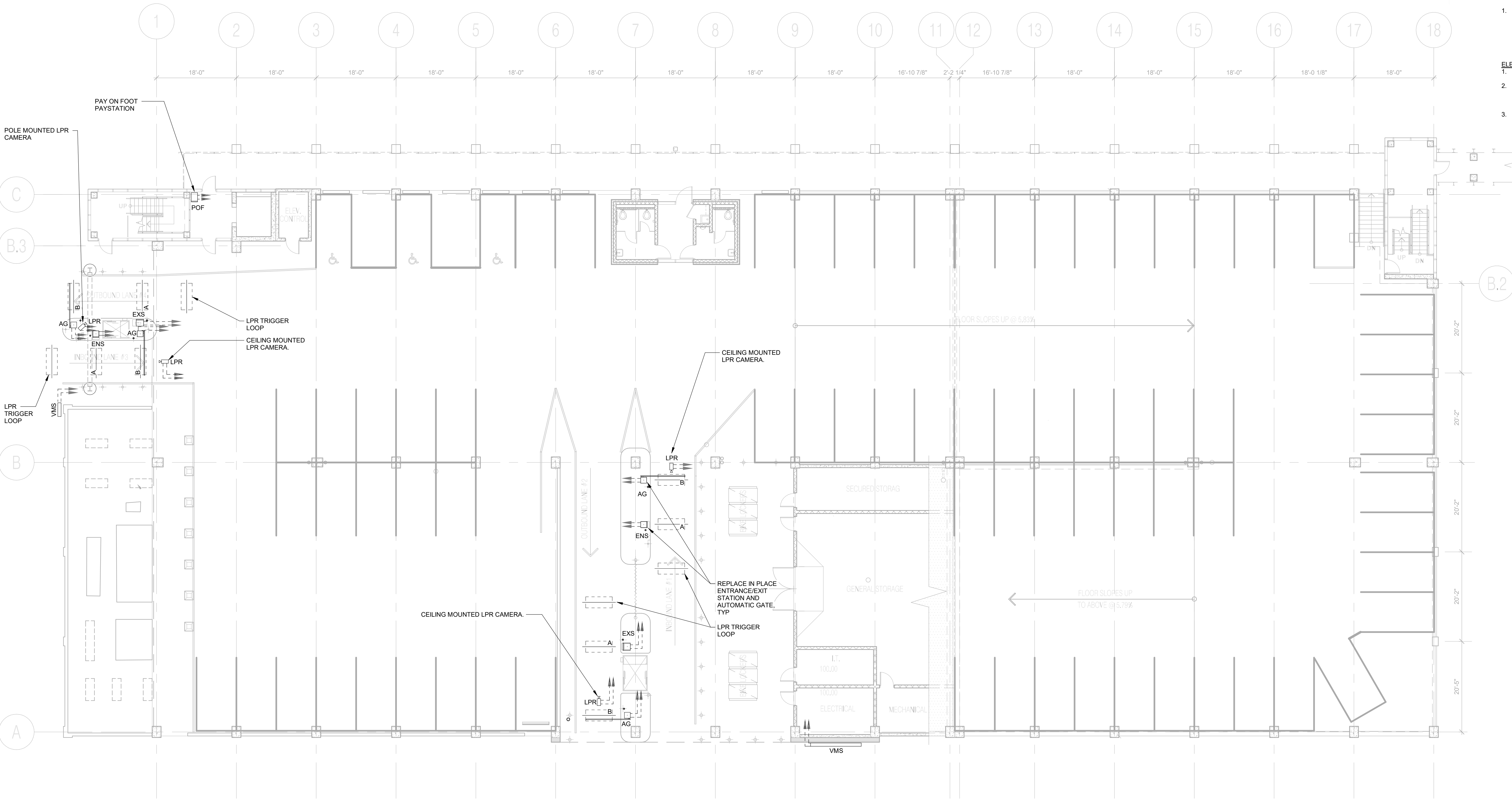


INTERMODAL RAMP



EQUIPMENT LEGEND:	
EQUIPMENT	DEFINITION
AG	AUTOMATIC GATE
	TYPICAL LOOP: EMBED IN SLAB-ON-GRADE
	BOLLARD - 4"Ø SCHEDULE 40 PIPE GALVANIZED
VMS	VARIABLE MESSAGE SIGN
LPR	LICENSE PLATE RECOGNITION CAMERA
ENS	ENTRANCE STATION W/ INTEGRATED INTERCOM & CARD READER
EXS	EXIT STATION W/ INTEGRATED INTERCOM & CARD READER
POF	PAY ON FOOT PAYSTATION

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1 INTERMODAL RAMP LEVEL 1
3/32" = 1'-0"

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Masterpiece on the Mississippi

Dubuque
Iowa
2007-2010-2019
2017-2019

CITY OF DUBUQUE
PARKING SYSTEM
TECHNOLOGY & EQUIPMENT
PROCUREMENT
DUBUQUE IOWA

MARK	DATE	OWNER REVIEW	DESCRIPTION
REVISIONS			
ISSUE: CONSTRUCTION DOCUMENTS			
ISSUE DATE: 09-25-2023			
PROJECT NO: 21-005202.00			
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SHEET TITLE: INTERMODAL RAMP LEVEL 1			

This document is to be completed by a purchaser when claiming exemption from sales/use/excise tax. Certificates are valid for up to three years.

Purchaser legal name: _____

Seller legal name: _____

Doing business as: _____

Doing business as: _____

Address: _____

Address: _____

City: _____ State: _____ ZIP: _____

City: _____ State: _____ ZIP: _____

General nature of business: _____

Phone number: _____

Purchaser is doing business as:

Retailer ☐

Permit number (if required): _____

Retailer car dealer ☐

Enter your DOT number: _____

Governmental agency (including public schools) ☐

Wholesaler ☐

Farmer ☐

Lessor ☐

Manufacturer ☐

Nonprofit hospital ☐

Private nonprofit educational institution ☐

Qualifying residential care facility ☐

Nonprofit museum ☐

Commercial enterprise ☐

Nonprofit food bank ☐

Other ☐ _____

Purchaser is claiming exemption for the following reason:

Resale ☐ Leasing ☐ Processing ☐

Qualifying farm machinery/equipment ☐

Qualifying farm replacement parts ☐

Qualifying manufacturing machinery/equipment ☐

Research and development equipment ☐

Pollution control equipment ☐

Recycling equipment ☐

Qualifying computer or computer peripheral ☐

Qualifying replacement parts/supplies
(manufacturing, research & development, pollution
control, recycling, computer) ☐

Qualifying computer software, specified digital
products and digital services ☐

Grain bins and replacement parts ☐

Other ☐ _____

Direct pay ☐ Permit number required:

Permit: _____

Description of purchase (Include additional information if necessary):

I, the undersigned, declare under penalties of perjury or false certificate, that I have examined this certificate, and, to the best of my knowledge and belief, it is true, correct, and complete.

Signature of purchaser: _____

Title: _____ Date: _____

Seller: Keep this certificate in your files.

Purchaser: Keep a copy of this certificate for your records.

Do not send to the Iowa Department of Revenue

Instructions

This exemption certificate is to be completed by the purchaser claiming exemption from tax and given to the seller. The seller must retain this certificate as proof that exemption has been properly claimed. The certificate must be complete to be accepted by the seller. The seller can accept an exemption certificate only on property that is qualified (see the exemptions below) or based on the nature of the buyer. If property or services purchased for resale or processing are used or disposed of by the purchaser in a nonexempt manner, the purchaser is then responsible for the tax.

General Information about Exemptions

Resale: Any person in the business of selling who is purchasing items to resell may claim this exemption. The purchaser can be acting as either a retailer or wholesaler and may not be required to have a sales/use/excise tax permit. Retailers with a sales/use/excise tax permit number must enter it in the space provided.

Processing: Exempt purchases for processing include tangible personal property which by means of fabrication, compounding, manufacturing, or germination becomes an integral part of other tangible personal property ultimately sold at retail; chemicals, solvents, sorbents, or reagents used, consumed, dissipated, or depleted in processing personal property intended to be sold ultimately at retail, and chemicals used in the production of free newspapers and shoppers' guides. Note: To claim an exemption for fuel used to create heat, power, or steam for processing or for fuel used to generate electric current, use Iowa Sales Tax Exemption Certificate, Energy used in Processing or Agriculture.

Qualifying farm machinery/equipment: The item must be one of the following:

1. A self-propelled implement directly and primarily used in agricultural production, such as a tractor.
2. An implement directly and primarily used in agricultural production that is customarily drawn or attached to a self-propelled implement in the performance of its function, such as a plow.
3. A grain dryer (heater and blower only) directly and primarily used in agricultural production.
4. A snow blower, rear-mounted or front-mounted blade, or rotary cutter used in agricultural production, if attached to or towed by a self-propelled implement.
5. A diesel fuel trailer, seed tender, all-terrain vehicle, or off-road utility vehicle primarily used in agricultural production.
6. Tangible personal property that does not become a part of real property and is directly and primarily used in livestock or dairy production, aquaculture production, or the production of flowering, ornamental, or vegetable plants.
7. Auger systems, curtains, curtain systems, drip systems, fans and fan systems, shutters, inlets, shutter or inlet systems, and refrigerators used in livestock or dairy production, aquaculture production, or the production of flowering, ornamental, or vegetable plants.
8. An auxiliary attachment improving safety, performance, operation, or efficiency for items 1 through 7.
9. A replacement part for items 1 through 8.
10. A container, label, carton, pallet, packing case, wrapping, baling wire, twine, bag, bottle, shipping case, or other similar item used in agricultural, livestock, or dairy production.

Qualifying manufacturing machinery/equipment: The item must be computers, machinery, equipment, replacement parts, supplies, or material used to construct or self-construct computers, machinery, equipment, replacement parts, or supplies used for one of the following purposes:

1. Directly and primarily used in processing by a manufacturer.
2. Directly and primarily used to maintain integrity or unique environmental conditions for the product.
3. Directly and primarily used in research and development of new products or processes.
4. Directly and primarily used in recycling or reprocessing of waste products.

Pollution control equipment: The equipment must be used by a manufacturer primarily to reduce, control, or eliminate air or water pollution.

Qualifying computer software, specified digital products, and digital services: The product purchased may only be those listed in Iowa Code section 423.3(104), must be purchased by a commercial enterprise as defined in Iowa Code section 423.3(104), and must be used exclusively by the commercial enterprise.

Direct pay: Businesses and individuals who pay their taxes directly to the Department rather than to the seller **must** enter their Direct Pay permit number in the space provided.

Private nonprofit educational institutions: Purchases made by Iowa private nonprofit educational institutions used for educational purposes are exempt.

Not exempt from sales/use/excise tax are purchases by most other private nonprofit organizations such as churches, fraternal organizations, clubs, etc., for use by those organizations. For more information about sales/use/excise tax exemptions, see the Department's website (tax.iowa.gov).

Nonprofit food banks: Purchases of tangible personal property and taxable services by nonprofit food banks as defined in Iowa Code section 423.3(107) are exempt from sales and use tax. Purchases by these organizations of specified digital products are taxable.