

The Philadelphia Parking Authority  
Mellon Independence Center  
701 Market Street – Suite 5400  
Philadelphia, PA 19106

## Request for Information (RFI) Full Scope & Development of Data Center

### **Introduction:**

The Philadelphia Parking Authority is requesting information from your company regarding the planning and development of a redundant datacenter for the Authority's Airport operations. The Authority is issuing this RFI for the sole purpose of gathering information and concepts for a fully-functional data-center that is cost effective and efficient. All information provided will assist the Authority in developing a subsequent Request for Proposal.

### **Confidentiality:**

All information included in the RFI is confidential and only for the Authority's use. No information in this document or in discussions connected to it may be disclosed to any other party.

### **RFI Procedure:**

**When:** Responses to the RFI must be submitted by 10:00 AM on Monday, July 8, 2013.

**Where:** The Philadelphia Parking Authority  
Mellon Independence Center  
701 Market Street – Suite 5400  
Philadelphia, PA 19106  
Attention: Serena Blanco, Manager Contract Administration

**How:** Responses to the RFI must be sealed and clearly marked, RFI/Data Center.2013  
All responses must include (1) original and (4) copies of the entire RFI response.

All companies interested in participating in the RFI must register with the Manager of Contract Administration. Please submit the contact person's name, company name, full address, phone, fax and email address to [sblanco@philapark.org](mailto:sblanco@philapark.org). Be sure to place the project title in the subject line of your email.

## **Questions Regarding the RFI:**

Questions regarding this RFI are to be submitted by email only to Serena Blanco ([sblanco@philapark.org](mailto:sblanco@philapark.org)) and ([dsant@philapark.org](mailto:dsant@philapark.org)) by 3:00 PM on Monday, June 24, 2013. The subject title of such emails should read, RFI/DataCenter2013. Questions emailed by respondents and any additional information that the Authority provides in response to such questions, will be emailed to all respondents that have registered with the Authority for this RFI.

Attention: The sole point of contact for the RFI is Serena Blanco, Manager of Contract Administration.

## **Site Visits:**

All respondents interested in responding to the RFI must participate in a Site-Visit of the location. Site-Visits will be conducted on Monday, June 17, 2013 starting at 9:00 AM until 10:00 AM and in the afternoon starting at 2:00 PM until 3:00 PM. All respondents must contact [dsant@philapark.org](mailto:dsant@philapark.org) to schedule the required site-visit.

## **Scope:**

The scope of work for the RFI requires the respondent to analyze the current data center / communications infrastructure at Parking Authority's Airport operations and provide information for the creation and location of a redundant data-center. This RFI also requires the respondent to ensure the continuity of data operations in the event of a catastrophic loss to the existing PPA building / data center.

The prospective vendors must be able to provide:

At least Four (4) references that are using or have used supplies and services of the type proposed in this RFI. The references may include state or municipal governments, universities or businesses, for which the respondent, preferably within the last three years, has successfully provided a data center infrastructure management solution.

The respondent must provide a full cost analysis of the proposed ideas relative to the scope and development of the data center

The respondent must also provide recommendations for cost effective ways to effectively develop and operate the data center

The respondent must also include solutions that are environmentally safe.

The Authority will contact the client references for validation of the information provided in the Client Reference Forms. If the Authority finds erroneous information, evaluation points may be deducted or the proposal may be rejected.

Vendors responding to this RFI must have been in business and offering the proposed equipment/solution for three years or more.

Provide an abstract on the company, its history and organization and explanation of any

subcontractor relationships for this project. Specify how long the company submitting the proposal has been in the business of providing supplies and services similar to those requested in this RFP and under what company name. Provide a complete description of any relevant past projects, similar in size and scope to this RFP.

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Site Visit Statement

The undersigned individual confirms that they have completed the site inspection for this RFI and signed below.

Signature

Name  
(Please Print)

Title

Date

Company Name

Request For Information Form  
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**Question:**

**Response:**

Company Name:

Company Address:

Company Web Page

Main Product/Service

Main Market/Customers

Ownership Structure with ownership status in percentage

Structure of mother corporation, joint ventures, subsidiaries, partnerships, or other relevant relations

Number of years on the market

Company location(s)

Environmental Management System(s)

Quality Management System(s)

Describe your business Continuity Management

Employees:

Production

R&D

Marketing & Sales

Quality Department

Financial Information:

Last Year turnover

Last Year Gross Margin

Last Year Profit

Stock Markets where your company is listed

Contact person responsible for answering this RFI

Telephone

Email

Capacity Conditions today

Anticipated Capacity conditions within 12 months

| <b>Question:</b>  | <b>Response:</b> |
|---|------------------|
| Conditions in the RFI that cannot be met  |                  |
| Descriptions of products or services that are already delivered to customers today, and could be comparable to what is requested in this RFI                            |                  |
| Customer References using comparable products or services (include contact information, a minimum of six (6) references)  |                  |
| Customer References using your products or services today, not comparable to what is listed in this RFI. (include contact information, a minimum of six (6) references) |                  |

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Recommended Solution: *(This section may be reproduced)*

The Philadelphia Parking Authority  
Request For Information Form  
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Signature Page:

Signature

Name  
(Please Print)

Title

Date

Company Name