



Notice to Potential Offerors

RFP No. 24-07 Parking Management Citations System and Customer Support Services

In the near future, the Philadelphia Parking Authority will be soliciting written proposals from qualified Offerors for parking management technology, violation processing and customer service support. The Authority intends to evaluate the replacement of its current citation management and permit back-office system. It is the goal of the Authority to select a vendor that will provide a comprehensive and innovative equipment and software solution that satisfies the Authority's current demand for an integrated, state-of-the art, and first-class parking management Application.

The Authority seeks a state of the art, flexible, dependable and robust parking enforcement, citation, permit and customer relationship management Application that will serve as the main back of house system for its operation. Additionally, it is the Authority's intent to offer superior customer service across a wide variety of platforms.

To be eligible to submit proposals, Offerors must meet the following requirements put forth by the Commonwealth of Pennsylvania Department of Transportation (PennDOT):

- 1.** Execute a Data Sharing Agreement (DSA) with PennDOT since Contractor will have access to Vehicle Record Information (VRI) contained in a Commonwealth information technology system. This access to VRI is necessary for Contractor to perform services for the PPA under the Contract.
- 2.** Enter into a Business Partner Agreement (BPA) with any individual or company (Business Partner) involved with Contractor's business dealing who will have access to VRI. The BPA must specify the purpose for which the VRI is provided and prohibit the Business Partner from selling, assigning, viewing, or transferring the VRI to a third party for any purpose. The BPA must meet the requirements set forth in the DSA.

Upon contract execution with the Authority, the selected Offeror will be required to enter into an End User Agreement (EUA) with the Authority affirming that the requirements set forth in the DSA have been met.

The documents can be found by following the links below.

[DSA Sample.pdf](#)

[BPA Sample.pdf](#)

[End User Agreement Sample.pdf](#)