



**THE PHILADELPHIA PARKING AUTHORITY
701 MARKET STREET – SUITE 5400
PHILADELPHIA, PA 19106**

**PAYROLL, TIME MANAGEMENT, AND HUMAN RESOURCES MANAGEMENT SYSTEM
Request for Information No. 24-12**

NOTICE TO RESPONDENTS

The Philadelphia Parking Authority (“Authority”) is requesting information about an all-encompassing payroll, time management, and human resources management system. The RFI method is not intended to result in a contract award but is designed to allow for the collection of industry information that may be used to assist the Authority in developing a subsequent Request for Proposals.

Sealed responses will be received until **12:00 PM on Wednesday, June 5, 2024**, by the Philadelphia Parking Authority (“Authority”), a body corporate and politic created under the laws of the Commonwealth of Pennsylvania in accordance with the Act of June 19, 2001, P.L. 287, No. 22, as amended, known as the “Parking Authority Law,” in the offices of the Authority, located at 701 Market Street, Suite 5400, Philadelphia, PA 19106.

Prospective respondents must register for this solicitation using the [Respondent Registration Form](#) (control-click to follow link). Upon registration, the RFI documents will be sent via email to the email address provided on the Registration Form.

Respondents are encouraged to submit questions until **Wednesday, May 22, 2024, at 12:00 PM**. Please submit all questions via the Question Submission Form using the link below:

<https://app.smartsheet.com/b/form/fb9b290b595c45709b9f430a91efdbb3>

Only questions submitted in writing will be considered. Any addenda issued will be emailed to all registered Respondents and posted to the Authority’s website at www.philapark.org.

Responses are due no later than 12:00 PM on Wednesday, June 5, 2024.