



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

**COMMERCIAL REAL ESTATE BROKER SERVICES 2022  
RFP No. 22-07**

**NOTICE TO OFFERORS**

Sealed proposals will be received until 12:00 PM on Tuesday, June 21, 2022, 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 Offerors must register using the [Offeror Registration Form](#) (control-click to follow link) prior to downloading the RFP document from the Authority’s website.

Prospective Offerors are required to attend a mandatory virtual Pre-Proposal Meeting, through GoToMeeting, that will be held on Wednesday, May 25, 2022, at 11:00 AM. See meeting information below:

Pre-Proposal Meeting

**Please join my meeting from your computer, tablet or smartphone.**

<https://global.gotomeeting.com/join/763758101>

**You can also dial in using your phone.**

United States (Toll Free): [1 866 899 4679](tel:18668994679)

United States: [+1 \(312\) 757-3117](tel:+13127573117)

**Access Code:** 763-758-101

New to GoToMeeting? Get the app now and be ready when your first meeting starts: <https://global.gotomeeting.com/install/763758101>

Offerors must be in attendance at this meeting in order to be considered an eligible Offeror. **Call Shannon Stewart regarding any connectivity problems on Wednesday, May 25, 2022 at 215.837.9025.**

Prospective Offerors are encouraged to submit questions until Wednesday, June 8, 2022 at 12:00 PM. Please forward all questions to Mary Wheeler via email at [mwheeler@philapark.org](mailto:mwheeler@philapark.org). Only questions submitted in writing will be considered.

Proposals are due no later than 12:00 PM on Tuesday, June 21, 2022.