



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

**PRE-EMPLOYMENT/PROMOTIONAL EMPLOYEE SCREENING & TESTING SERVICES
RFP No. 22-18**

NOTICE TO OFFERORS

Sealed proposals will be received until 12:00 PM on Wednesday, January 4, 2023, 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 Microsoft Teams, that will be held on Friday, December 9, 2022, at 11:00 AM. See meeting information below:

Microsoft Teams meeting

Join on your computer, mobile app or room device

[Click here to join the meeting](#)

Meeting ID: 292 334 292 92

Passcode: dAkWEU

[Download Teams](#) | [Join on the web](#)

Or call in (audio only)

[+1 929-346-7319,,773858435#](#) United States, New York City

Phone Conference ID: 773 858 435#

[Find a local number](#) | [Reset PIN](#)

Offerors must be in attendance at this meeting in order to be considered an eligible Offeror.

Call Shannon Stewart regarding any connectivity issues at 215.837.9025.

Prospective Offerors are encouraged to submit questions until Friday, December 16, 2022 at 12:00 PM. Please forward all questions to Shannon Stewart via email at sstewart@philapark.org. Only questions submitted in writing will be considered. **Proposals are due no later than 12:00 PM on Wednesday, January 4, 2023.**