

The Philadelphia Parking Authority
701 Market Street, Suite 5400
Philadelphia, PA 19106

RFP No. 23-03

Consultant Services for Parking Management Systems RFP Composition, Proposal Review and Implementation

Addendum One

To: See Email Distribution List

From: Shannon Stewart
Manager of Contract Administration

Date: March 29, 2023

No Pages: 2

This addendum is issued on March 29, 2023, prior to the proposal due date to add, delete, modify, clarify and/or to respond to questions submitted by prospective offerors regarding the work included in the above referenced solicitation.

QUESTIONS

1. **Question:** As far as notarization, is it only the original that needs to be notarized or all the copies, as well?
Response: Only the original of the Affidavit of Non-Collusion needs to be notarized.
2. **Question:** Does the Parking Authority has a preference on binding for all the copies?
Response: Please bind your proposals using a binder clip or stapled. Please refrain from using binders or spiral binding.
3. **Question:** Is there a published budget or, you know, expectation of cost on the Parking Authority's side for this so far?
Response: No, that information is not available.
4. **Question:** What does the PPA consider the study area for this project – can the PPA please define? Is this city-wide, including the airport, on-street, off-street, etc.? This will affect the level of effort and budget needed for the project.
Response: The scope of the project includes the entire On-Street operation (Ticketing, Citation Management, Towing and Impoundment, Booting, Vehicle Auctions, Registration Suspend Program, Permits and Regulations, Parking Meters, and Radio Communications), Delinquent Red Light Camera and Speed Camera Citation Management, the Bureau of Administrative Adjudication, Fleet Management, Traffic Court, and system access for Taxi, Limo, and TNC divisions. Additionally, various support services are featured in the scope, including: Customer Service, Payment Processing, and Debt Collection. The Authority's garages and Airport Operations are not included in the scope.
5. **Question:** For the following section of the contract, what contracts are needed – all the contracts our company has done or just ones that are PPA related? II-3. Qualifications and Experience (Tab B). Offerors must provide a

list of all current and past contracts held for the last five (5) years. Include the dates the services were performed, and a description of the services provided.

Response: The proposal should include all contracts pertaining to parking management systems and customer service.

END OF ADDENDUM ONE