



**701 MARKET STREET – SUITE 5400  
PHILADELPHIA, PA 19106**

**VALET SERVICES AT PHILADELPHIA INTERNATIONAL AIRPORT  
RFP No. 23-23**

**NOTICE TO OFFERORS**

The Authority is seeking proposals from qualified and experienced valet service providers to enhance the overall passenger experience by offering reliable, efficient, and secure turnkey valet parking services at the Philadelphia International Airport (“PHL”).

Sealed proposals will be received until **12:00 PM on Wednesday, February 21, 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 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 Pre-Proposal Meeting and site visit that will be held in the offices of the Philadelphia Parking Authority’s Airport Operations located at 1 Main Toll Plaza, Philadelphia International Airport, Philadelphia, PA 19153 on **Monday, February 5, 2024 at 11:00 AM.**

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

**Prospective Offerors who are having trouble locating the Airport Operations Building should contact Shannon Stewart at 215.837.9025.**

Prospective Offerors are encouraged to submit questions until **Monday, February 12, 2024, at 12:00 PM.** Please submit all questions via the Question Submission Form using the link below:

<https://app.smartsheet.com/b/form/90eb4f7f703e4a249e1f40fd1cc2b2b0>

Only questions submitted in writing will be considered. Any addenda issued will be emailed to all eligible Offerors and posted to the Authority’s website at [www.philapark.org](http://www.philapark.org).