



May 21, 2025

To All Bidders:

Subject: **Bid No. CR-8446-W6, Parking Citations, Permits, Mobile App Management Services / DTM**

ADDENDUM NO. 1

To Whom It May Concern:

With reference to our bid request relative to the above subject, please refer to the changes/modifications/clarifications to the original proposal request.

• **PLEASE SEE BELOW QUESTIONS RECEIVED AND RESPONSES FROM CITY**

Q1: The 2nd page of Exhibit A: Passport Monthly Revenue, Transaction Fees & Fees seems to be cut off. It is not possible to see all the metrics on what is provided in the PDF. Would you be able to resend Exhibit A in its entirety via spreadsheet?

Answer: Exhibits A & G have been updated and are attached to this addendum.

Q2: Similar to the Mobile Payment Data in Exhibit A, can you also provide meter/pay station revenue and transaction summaries for the same period?

Answer:

	Revenue	Transactions	Average Amount
Coin	\$ 166,555.00	110,417	\$ 1.50
Credit Card	\$ 1,505,387.00	548,296	\$ 2.75
Cash	\$ 40,896.00	10,593	\$ 3.86

Q3: What was the payment type breakdown for the past 12 - 24 months:

Answer:

Hardware (meters and pay stations):	49 %
Mobile Payment App:	41 %
Cash:	10 %

Q4: What is the AVG \$ value of a parking transaction (excluding permit/monthly parking revenue) for: On Street Parking, Off Street (Ungated Lots)

Answer:	On Street Parking:	\$ 2.18
	Off Street (ungated lots)	\$ 5.97



Q5: In Exhibit E, under the Kiosk Decals sample, there is a note indicating "decals must include a pay-by-text option." Is the City also asking for a pay-by-text option as this service is not reflected in the Pricing Proposal Form templates.

Answer: This service is to be included in the Mobile Parking Payments Pricing Proposal.

Under Section L.- Mobile Parking Payment App

The Vendor's app will allow the City's parking customer to:

- Create a user account or sign up as a one-time guest user
 - Add and delete vehicles
 - Create and pay for parking sessions
 - Extend parking sessions remotely
 - Receive session expiration alerts and notifications
 - Complete payment via major credit cards and debit cards
 - View parking history and email receipts
 - Text to Park
 - Mobile payment website to facilitate parking sessions via a mobile browser or desktop
- A FREE 15-MINUTE PARKING SESSION. NO TRANSACTION FEE OR ANY OTHER TYPE OF FEE ASSOCIATED WITH THIS PARKING SESSION.

Q6: In Exhibit G, there are 5 off street garages and McGrath lot equipped with Datapark PARCS. Does the City plan on making mobile payments available at these locations? If so, when? If not, could the City please elaborate on the reason why?

Answer: The City does not currently plan to make mobile payments available at these locations, but is willing to consider this in the future.

Q7: In Exhibit G, are the 5 off street garages and McGrath lot equipped with LPR cameras?

Answer: No.

Q8: Regarding the RFP evaluation, could the City please rank the top 5 technical criteria in order of significance and/or weighting?

Answer: All criteria are evaluated equally.

Q9: Could the Purchasing Agent please clarify who will be on the evaluation team (i.e., one Procurement Officer, two Project Managers, one Parking Professional, etc.)?

Answer: The evaluation team is expected to consist of: Commissioner of Transportation & Mobility, Assistant Director of Transportation & Mobility, Parking Director, and potentially one or more staff from City Administration & Finance.



Q10: Under Technical Specifications and Requirements, A. Vendor Performance Requirements, point 2 is showing up blank. Can the City confirm if something should be there?

Answer: 2. Uncollectible Accounts

The City may request that certain records (violation or violators) be considered uncollectible and be written off from the violations master file. The Vendor must forthwith adjust said records from the operating file, while retaining all adjusted information on electronic image (or other storage medium requested by the City) for possible future reference or use as the City deems appropriate including provisions of an electronic image of the ticket, if necessary.

Q11: We understand that the City is seeking proponents to provide a comprehensive, integrated and unified professional parking management services for citations, permits, mobile application. Could the City confirm if it is permissible to bid for the Mobile Payments portion alone?

Answer: No, the City is seeking a complete operational proposal. All items must be included. Individual responses that do not include all services will not be considered.

Proposers are requested to acknowledge and/or include this addendum with submission. All other terms, conditions, and specifications remain unchanged.

Very truly yours,

Christopher J. Gagliastro
Purchasing Director