



REQUEST FOR PROPOSALS

FOR

PROFESSIONAL SERVICES

PARKING ACCESS AND REVENUE CONTROL SYSTEM (PARCS)

CONSULTANT FOR FIVE (5) PARKING AUTHORITY GARAGES

DATE ISSUED: 4/22/2022

**PUBLIC PARKING AUTHORITY OF PITTSBURGH
232 Boulevard of the Allies
Pittsburgh, PA 15222**

**DAVID G. ONORATO, CAPP
EXECUTIVE DIRECTOR**

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INTRODUCTION

The Public Parking Authority of Pittsburgh ("Authority") is soliciting Requests for Proposals for Professional Services (the "RFP") from qualified professional firms to provide an analysis and recommendations for upgrades to the existing Parking Access and Revenue Control System (PARCS) at five (5) select Authority-owned garage facilities. The professional services would also include document preparation, development PARCS performance bid specifications, contract review, administration and construction management for the proposed project as more fully set forth in this RFP Scope of Services attached. The Authority is requesting proposals from qualified respondents that have demonstrated experience in providing any or all a full range of engineering and design services in major U.S. cities.

1. ABOUT THIS DOCUMENT

This document is a Request for Proposals for Professional Services. It differs from an invitation for bid in that the Authority is seeking a solution, not a quotation meeting firm specifications for the lowest price. As such, the lowest price proposal does not guarantee an award recommendation. Instead, proposals will be evaluated based upon the criteria set forth herein and factors such as quality, experience in the field, availability and/or capability may figure into the evaluation.

The request for proposal process allows the Authority to negotiate with select respondents prior to awarding a contract. The Authority will thoroughly review all proposals received in a timely fashion and will utilize its best judgment when determining which respondents, if any, to schedule meetings with after receipt of all proposals. Subject to the other terms and conditions of this RFP, only those respondents that are qualified and responsible, as determined by the Authority, in its sole and absolute discretion, will be considered for an award of a contract hereunder.

2. GARAGE FACILITIES AND PARCS DESCRIPTION

A. Garage Facilities: For the purposes of this project, the Authority owns and operates five (5) garage facilities in the City of Pittsburgh (collectively the "Garage Facilities"). Three (3) of the Garage Facilities are in the Downtown area, one (1) Garage Facility is in the Oakland area and one (1) Garage Facility is in the Shadyside area. **Exhibit A** attached hereto and made a part hereof, details the name and address and general parking information for each of the Garage Facilities.

B. Current PARCS Hardware and Software Equipment: Each of the five (5) Garage Facilities is equipped with various PARCS components. A detailed description of the PARCS components at each facility is listed in **Exhibit B** of this RFP.

3. SCOPE OF SERVICES

A. Scope of Services: The Scope of Work for this RFP is set forth on **Exhibit C**, attached hereto and made a part hereof (the "Scope of Services").

B. Project Timeline: The contract for these retained professional services will be for work performed on the project initiated during the Authority's 2022 Fiscal year. This project shall be completed in 120 calendar days.

4. SCHEDULE AND DEADLINES FOR RFP

EVENT	TIME AND/OR DATE
RFP Issued	April 22, 2022
Mandatory Pre-Proposal Meeting	Wednesday May 4, 2022 At 10:00am EST Via Zoom
Site Visits	Site visits will be offered when requested and will be coordinated with the Authority in advance
Deadline for Respondents to Submit Questions and Requests for Clarification/Interpretation/ Modification ("Request for Clarification Due Date")	Tuesday, May 17, 2022 by 3:00 pm EST
Projected date that the Authority will respond to Request for Clarifications ("Final Addendum")	Friday, May 20, 2022 At 4:00 p.m. EST
Deadline for Submission of Proposals ("Proposal Due Date")	Thursday, June 2, 2022 by 3:00pm EST
Anticipated Board Action	June 16, 2022

5. ADMINISTRATIVE REQUIREMENTS AND RELATED INFORMATION

A. To be considered responsive, respondents must submit (a) one (1) electronic copy via email to cholt@pittsburghparking.com and tsowinski@pittsburghparking.com and (b) five (5) hard copies of their proposal in a clearly marked envelope by **3:00 p.m. EST on Thursday June 2, 2022**. This electronic copy of the proposal **must be** in final PDF format and be presented as a complete document.

B. Any proposals received after 3:00 p.m. EST on **Thursday, June 2, 2022**, will be rejected.

C. The Authority reserves the right to extend or postpone the date and time for accepting proposals through an addendum to this RFP.

D. All proposals shall be signed by an individual authorized to bind the respondent and execute contracts on its behalf. A completed Contact Information Form shall be submitted with the proposal, **Exhibit F**, attached hereto and a part hereof, details the Contact Information Form.

E. All proposals, responses, inquiries, or correspondence relating to or in reference to this RFP, and all electronic media, reports, charts, and other documentation submitted by a respondent shall become the property of the Authority when received. Nothing submitted shall be considered confidential or proprietary.

F. The Authority reserves the right to request additional information which, in the Authority's opinion, is necessary to assure that the respondent's competence, business organization,

and/or financial resources are adequate to perform in accordance with this RFP and any resultant contract.

G. The Authority may make such investigation as it sees fit to determine the ability of the respondent to perform the professional services specified herein, and the respondent shall furnish the Authority all such information and data for this purpose as requested by the Authority. The Authority reserves the right to reject any proposal if the proposal submitted by, or investigation of, such respondent fails to satisfy the Authority that such respondent is properly qualified to carry out the obligations of a subsequent contract with the Authority and to satisfactorily perform the professional services specified herein.

H. The Authority reserves the right to reject any or all proposals, waive any irregularities or defects in any proposal, and modify or postpone or terminate the project detailed herein in its entirety or with respect to any respondent, at any time, for any reason or no reason.

I. All costs and expenses incurred by a respondent in the preparation and delivery of a proposal will be the sole responsibility of the respondent. The Authority will not be liable for any amounts to any respondent in any manner, under any circumstances, including without limitation, as a result of the termination of the RFP process.

J. The receipt of proposals or other documents by respondents during any stage of the process will in no way obligate the Authority to enter into any contract with any respondent or make the Authority liable for any respondent costs. This RFP is a solicitation only and is not intended to be nor should it be construed to be an offer to enter into any contract or other agreement.

K. No respondent, team member, employee, servant, agent, advisor, consultant, or representative of that respondent may communicate with any other respondent, team member, employee, servant, agent, advisor, consultant, or representative of any other respondent about the preparation of proposals. Each proposal shall be prepared without any connection, knowledge, comparison of information, or arrangement with any respondent, team member, employee, servant, agent, advisor, consultant, or representative of any other respondent. Each respondent is responsible to ensure that its participation in this RFP process is conducted fairly and without collusion or fraud.

6. CLARIFICATION OF REQUIREMENTS

A. Any respondent in doubt as to the true meaning of any part of this RFP may request a clarification, interpretation and/or modification thereof from the Contact Person (as hereinafter defined). At the request of the respondent, or in the event the Authority deems the response to the request to be substantive, the clarification, interpretation and/or modification shall be made by an addendum. Requests for clarification, interpretation and/or modification must be submitted in writing to the Contact Person by **3:00 p.m. EST on Tuesday, May 17, 2022**; any request received after this deadline will not be considered.

B. Inquiries regarding the RFP and all requests for clarification, interpretation or modification of the RFP must be directed in writing via e-mail, to Christopher Holt at cholt@pittsburghparking.com & Tracy Sowinski at tsowinski@pittsburghparking.com (the "Contact Person(s)").

C. If any alleged errors are noted in the RFP, a respondent should immediately notify the Contact Person and, if confirmed, an addendum shall be issued.

D. The Authority will not accept telephone calls or any other forms of communication pertaining to this RFP, except as set forth in Section 6.B.

E. This RFP may be updated, supplemented, or amended at any time by the Authority. Any changes, additions, deletions, or clarifications to the RFP will be made by addenda issued by the Authority.

F. Any addendum issued by the Authority shall be considered part of the RFP

G. Addenda will be sent via e-mail to the last known business address of each person/entity listed with the Authority as having received a copy of the RFP for proposal purposes. The Authority will make reasonable efforts to notify respondents in a timely manner of modifications to the RFP. Notwithstanding the foregoing, each respondent shall be responsible for ensuring that its proposal reflects any and all addenda issued by the Authority prior to the proposal due date.

7. CONTRACT REQUIREMENTS

Each respondent, in its proposal, must agree to be bound by the following requirements, should it be awarded a contract in connection with this RFP:

A. Except for the gross negligence or willful misconduct of the Authority, respondent shall indemnify and hold harmless the Authority, its successors and assigns, from and against any and all loss, damage and liability and for any and all claims for damages on account of or by reason of bodily injury, including death, which may be sustained or claimed to be sustained by any person, including employees of respondent, and from and against any and all damages to property, including the property of the Authority, its successors and assigns, caused by or arising out of or claimed to have been caused by or to have arisen out of any act or omission in connection with the contract respecting this RFP, whether or not occasioned by the negligence of the Authority, respondent, or either party's agents, servants or employees. For purposes of enforcing this provision, respondent hereby waives any or all immunities it may have under the Pennsylvania Workers' Compensation Act or otherwise. This indemnification obligation shall survive termination or expiration of the contract.

B. Respondent shall maintain, at all times until the termination of the contract, the following insurance:

TYPE	AMOUNT
Workers Compensation	Statutory (in conformance with Pennsylvania's Worker's Compensation Act)
Contractor's Public Liability including Bodily Injury and Property Damage	Per Occurrence \$1,000,000
Automotive Property Damage and Bodily Injury	Per Occurrence \$1,000,000
Professional Errors	Per Occurrence \$1,000,000
Umbrella Liability	Annual Aggregate \$2,000,000

C. Respondent shall include the Authority as an "Additional Insured" on the insurance described in this Section 7.

D. Respondent waives all right of subrogation against the Authority, its subsidiaries, agents, officers, directors, and employees for recovery of damages to the extent covered by any insurance applicable to the project and will secure appropriate waivers from the insurers providing coverage applicable to the project.

E. Insurance will be written through financially responsible companies with an A.M. Best rating of A- VII or better.

F. By specifying the above minimum insurance requirements, the Authority does not represent that coverage and limits will necessarily be adequate to protect respondent, and such coverage limits will not be deemed as a limitation of respondent's obligations hereunder.

8. PRE-PROPOSAL MEETING

A mandatory pre-proposal meeting will be held virtually via Zoom on the **Wednesday, May 4, 2022, at 10:00 a.m. EST**. This virtual Zoom Pre-Proposal meeting is mandatory, and each attendee must sign in via online form. The Zoom link will be posted alongside the RFP document and advertisement on the Authority's website at www.pittsburghparking.com

9. PROPOSAL REQUIREMENTS

Generally, your proposal should describe in detail how you will provide the services and demonstrate how the approach fulfills the Scope of Work. While the Scope of Work represents what the Authority believes to be the best approach, proposers are encouraged to offer additional program elements that they believe will best achieve Authority's goals.

Each proposal should be in the format set forth below and not exceed forty-five (45) pages and will be rated on a 100-point scale. Rating will be according to the degree to which a respondent demonstrates its capacity to satisfy the requirements set forth herein. Each proposal should include the following parts, which will be assigned the indicated point values:

A. **Cover Page & Letter**: Please prepare a cover page similar to the one shown at the beginning of this RFP. The cover letter shall briefly identify and describe the respondent firm and/or team. A principal or officer authorized to execute contracts or other similar documents must sign the letter. Name, mailing address, phone, fax, email, and website address should be included. The contact information form shall be filled out and signed by contact representative. Reference **Exhibit F (Total Possible Score: Pass/Fail)**

B. **Statement of Qualification and Experience**: Provide a brief narrative description of the respondent's history and capabilities relevant to the Project. The Statement of Qualifications and Experience shall address each of the following: **(Total Possible Score: 30 points)**

(i) Provide a general description of the firm along with an organizational chart that identifies the individuals who will be performing the Consultant Services and key team members.

(ii) Provide a description of the qualifications, relevant experience and resume for each individual who will be providing the Consulting Services. Briefly outline the roles of each such individual in providing the Consultant Services.

(iii) Describe the firm's availability to expedite a project of this nature in order to meet the Authority's deadlines related to the Consultant Services.

(iv) Provide a list of similar projects in that the Consultant has completed in the last 7 years and include references (including name, title, address, telephone number and e-mail address) from such engagements that can attest to the relevant qualifications and capabilities of your organization.

(v) Describe your organization's Pennsylvania presence. State the number of full-time employees from your organization who are based in Pittsburgh and the location of your offices in Pennsylvania

(vi) In addition to the references in subparagraph (iv), provide a list of similar projects, which contain requirements that demonstrate your firm's capabilities. Projects within the Pittsburgh area are of particular interest.

C. **Project Understanding and Implementation:** Please organize your proposal so that it addresses each of the following items. ***(Total Possible Score: 25 points)***

(i) Describe your firm's understanding of the RFP scope of work for professional services and how your firm would implement the project deliverables.

(ii) Describe your firm's site visit review of the facilities and your firm's recommendations.

(iii) Describe a general project implementation plan, schedule, and project approach, process milestones, including the anticipated actions, requirements and information needs that the Parking Authority will be expected to fulfill and, or provide.

D. **Fee Proposal:** Please organize your proposal so that it addresses each of the following items. ***(Total Possible Score: 25 points)***

(i) Provide a Combined Total Fee amount which will be paid at the times and in the amounts listed on **Exhibit D** (Fee Proposal) for providing the Professional Services and within the guidelines of **Exhibit C** (Scope of Work) of the RFP.

(ii) Professional Services should be all inclusive of any incidental expenses and anticipated expense reimbursements, if any.

(iii) Provide a supplemental schedule that reflects your proposed hourly pricing mode for providing the Professional Services, organized by level of experience.

E. **Value Added Items:** Provide a detailed list of value-added items that the respondent is offering (at no additional cost) that would enhance the goods or services requested in this RFP. ***(Total Possible Score: 10 points)***

F. **MBE/WBE Participation:** The Authority is committed to providing equal employment opportunities to minorities and women and equal opportunities for business growth and development to minority and women entrepreneurs. To that end, the Authority requires that all contractors and subcontractors performing work for the Authority demonstrate a good faith effort to obtain the participation of minority and women business enterprises in the work to be performed for the Authority and to employ minorities and women during performance of the work. It is the Authority's objective to obtain minority and women's participation in its contracts with the goal being 25% of the contract amount expended for minority participation and 10% of the contract amount expended for women's participation. The Authority promotes the full utilization of subcontracting activities to ensure a successful Minority and Women's Participation Plan. Provide tangible evidence that your organization has made a good faith effort to satisfy these goals. Respondents can contact the Pennsylvania Unified Certification Program (PAUCP) at their website www.paucp.com for listings of certified professional services. Please refer to Exhibit "D" of the RFP. **(Total Possible Score: 10 points)**

10. **EVALUATION AND SELECTION**

A. The Authority will form a selection committee (the "Selection Committee") to review and recommend proposals. The Board of Directors of the Authority has the final authority, in its sole and absolute discretion, for authorizing a contract with the Authority.

B. A shortlist of respondents may be scheduled for a structured oral presentation or interview and for discussions regarding best and final offers. Any such presentations shall be at no cost to the Authority. The Authority also reserves the right to visit the respondent's facilities. The oral interview may be recorded or videotaped by the Authority. At the end of the oral presentation/interview process, if any, any shortlisted respondents may be required to submit revised proposals to be reviewed again in accordance with Section 9 and this Section 10. Subject to the other terms and conditions of this RFP, the successful respondent will be recommended for contract negotiation.

C. Upon selection of a company, the Authority and selected company shall attempt to negotiate the Agreement. If an agreement cannot be reached, the Authority will end negotiations with the selected company and may enter into negotiations with the next most qualified company.

D. The Authority reserves the right to reject any and all proposals, to waive any informality and to reject the lowest cost proposal or for any other reason, including the inability to negotiate a contract for the type of services required for the project at a price determined by the Authority to be fair and reasonable.

E. The Authority reserves the right to negotiate any and all elements of this RFP.

F. The Authority may re-evaluate the necessary installation management services, including the scope and reasonable fee requirements.

G. The Authority anticipates executing an Agreement with the successful respondent within fifteen (15) days following award of the contract.

EXHIBIT A
GARAGE FACILITIES DESCRIPTION



Ft. Duquesne & Sixth Garage
120 Sixth Street
Pittsburgh, PA 15222



The Ft. Duquesne & Sixth Garage is in the downtown Pittsburgh area located on the corner of Ft. Duquesne Boulevard and Sixth Street. This six level self-park facility is comprised of one-half below grade basement level and five above-grade parking decks. The facility has a lined capacity of 920 spaces.

The facility provides entry access from both Ft. Duquesne Boulevard (one-way traffic east) and Sixth Street (two-way traffic north and south). Three entry lanes with PARCS equipment are situated inside the Sixth Street side of the facility. One entry lane accesses the Basement level of the facility and two entry lanes access upper levels 2 through 6 of the facility. The garage also has one entry lane equipped with PARCS equipment on the Ft. Duquesne Boulevard side of the facility. Vehicles exit the facility also via either Ft. Duquesne Boulevard or Sixth Street. There is a total of three exit lanes from the facility. Two exit lanes with PARCS equipment access the Sixth Street side of the garage and one exit lane accesses Ft. Duquesne Boulevard.

The garage lobby is located on the ground floor of the facility. The garage lobby is equipped with three (3) pay-on-foot stations (two cash/credit and one credit only). The garage's cashier office is equipped with two (2) fee computers.

In the heart of Pittsburgh's cultural district, the Ft. Duquesne & 6th Garage serves a variety of theater and concert venues including Heinz Hall, Benedum Center and the Byham and O'Reilly theaters. The garage is also near several restaurants in the immediate area. The garage also provides variable event rate parking for two main sports venues including PNC Park (Pittsburgh Pirates) and Heinz Field (Pittsburgh Steelers). The garage also partners with the Renaissance Hotel, located directly across Sixth St. by providing exclusive basement parking for their valet parking program through a commercial lease agreement.

Third Avenue Garage
238 Fourth Avenue
Pittsburgh, PA 15222



The Third Avenue Garage is in the downtown Pittsburgh area located between Wood Street and Stanwix Street. This six level self-park facility is comprised of one below grade basement level and five above-grade parking decks. The facility has a lined capacity of 575 spaces and offers valet-assist parking on levels two through five.

The facility provides entry access from both Third Avenue (one-way traffic north) and Fourth Avenue (one-way traffic south). Two entry lanes with PARCS equipment are situated on the Fourth Avenue side of the facility. Vehicles exit the facility also via either Third Avenue or Fourth Avenue. Two exit lanes with PARCS equipment are situated on the Third Avenue side of the garage. The basement level is a reserved lease parking level nested via PARCS entry equipment.

The garage lobby is located on the ground floor of the facility. The garage lobby is equipped with two (2) pay-on-foot stations and one (1) fee computer.

The Third Avenue Garage is located adjacent to the PPG Place complex and the Market Square area, which contains a variety of restaurants, outdoor cafes, outdoor entertainment, and other events. The garage is also situated adjacent to the PPG Plaza and Wintergarden. In addition, the garage serves the Point Park University student and faculty patrons as well as various downtown residential customers.

Wood Allies Garage
228 Boulevard of the Allies
Pittsburgh, PA 15222



The Wood Allies Garage is in the downtown Pittsburgh area located between Wood Street and Market Street. This ten level self-park facility is comprised of ten above-grade parking decks and has a lined capacity of 542 spaces.

The facility provides entry access from the Boulevard of the Allies only. One entry lane equipped with redundant PARCS equipment is situated at the bottom and top of the entry lane ramp. Vehicles exit the facility via either Boulevard of the Allies or First Avenue. Two exit lanes with PARCS equipment are situated on the Boulevard of the Allies side of the garage and one exit lane equipped with PARCS equipment is situated on the First Avenue side of the facility.

The garage lobby is located on the ground floor of the facility. The garage lobby is equipped with two (2) pay-on-foot stations and one (1) fee computer.

The Wood Allies Garage is situated adjacent to the main offices of the Pittsburgh Parking Authority (PPA) and supports PPA employee and fleet vehicle parking among other things. It serves parkers from Point Park University as well as many other smaller office buildings. As with the Third Avenue Garage, the garage is situated in close proximity to the PPG Plaza and Wintergarden and Market Square area and also provides parking for events at Point State Park.

Forbes Semple Garage
210 Meyran Avenue
Pittsburgh, PA 15213



The Forbes Semple Garage is in the Oakland area of Pittsburgh located just off Forbes Avenue between Meyran Avenue and Semple Street. This eight level self-park facility is comprised of ½ level below grade and eight above-grade parking decks. The facility has a lined capacity of 449 spaces.

The facility provides entry access from the Meyran Avenue only. One entry lane with redundant PARCS equipment is situated at the middle of the entry lane ramp. Vehicles exit the facility via Meyran Avenue only via two exit lanes with PARCS equipment. The basement level is a reserved lease parking level nested via PARCS entry and exit equipment.

The garage lobby is located on the ground floor of the facility. The garage lobby is equipped with two (2) pay-on-foot stations and one (1) fee computer.

Due to its location in the heart of Oakland's Business and University District, the Forbes Semple Garage serves visitor and employee parking for the University of Pittsburgh, as well as the UPMC hospital system. The garage is one block from Forbes Avenue, which has a variety of shops, restaurants, specialty stores and businesses. The garage also provides Pitt sporting event parking overflow for the Petersen Events Center.

Shadyside Garage
714 Bellefonte Street
Pittsburgh, PA 15232



The Shadyside Garage is in the Shadyside area of Pittsburgh area located on Bellefonte St. between Walnut Street and Ellsworth Avenue. This five level self-park facility is comprised of one below grade basement level and four above-grade parking decks. The facility has a lined capacity of 208 spaces.

The facility provides both entry and exit access from Bellefonte Street only. The garage is equipped with one entry lane and two exit lanes. The entry lane is equipped with redundant PARCS equipment. Vehicles exit the facility via two exit lanes with PARCS equipment.

The garage lobby is located on the ground floor of the facility. The garage lobby is equipped with two (2) pay-on-foot stations and one (1) fee computer.

This garage is situated one block from the Walnut Street Business District and provides convenient additional off-street parking for the various gourmet restaurants and specialty retailers. The garage also supports many local events during the year such as the Shadyside Arts Festival.

EXHIBIT B

EXISTING PARCS EQUIPMENT AT GARAGE FACILITIES



FT. DUQUESNE & 6TH GARAGE

Equipment Type	Manufacturer/Model	Qty	Year	Comments
Proximity Card Readers	HID Maxi Prox	9	2009	Incl. Basement Area
Entry Stations	Zeag Orion XR LE	4	2009	Credit Card In/Out
Exit Stations	Zeag Orion XR	3	2009	Credit Card In/Out
Gate Box with Articulating Arm	Magnetic Parking Pro Microdrive	5		
Gate Box with Straight Arm	Magnetic Parking Pro Microdrive	3		Incl. Basement Area
Pay-On-Foot Stations	Zeag Orion XR APS	2	2009	Cash & Credit
	Zeag Orion XR APZG1	1	2015	Credit Card Only
Fee Computers	Zeag XR Pioneer POS with Touch Screen	1		Cash/Credit Card
Remote Fee Display, Validator, Receipt Printer and Drawer		1	2016	
Integrated "FULL" Sign		2		
Remote Validator	Zeag ValiMate (4-Button)	1	2013	Renaissance Hotel
PARCS Management Software	WebParcs 7.x	1	2015	
Intercom Stations	Commend	2		
ParkPGH	Pittsburgh Cultural Trust – Real Time Occupancy Web Site	1	2010	

THIRD AVENUE GARAGE

Equipment Type	Manufacturer/Model	Qty	Year	Comments
Proximity Card Readers	Indala Flex Pass	6	2004	1 - Reader on Secured Bike Area
Multi-throat Entry Stations	Amano AGP2031	2	2004	Intercoms required
Multi-throat Exit Stations	Amano AMG4570	2	2004	Credit Card Acceptance and intercoms required
Gate Box with Articulating Arm	Amano AGP1711	4	2004	
Gate Box with Articulating Arm	Amano AGP1711	1	2012	
Pay-On-Foot Stations	Amano AGP7811	2	2009	Intercoms required
Fee Computers	Amano AGP5200	1	2004	
Validator	Amano AGP5610	1	2004	
Cash Drawer	M-S EP-125KL	1	2004	
Receipt Printer	Citizen IDP 3210	1	2004	
Remote Fee Display	Amano AGP 5910	1	2004	
Integrated "FULL" Sign	Signal-Tech	2	2017	
PARCS Management Software	iParcProfessional - Build 19	1	2017	
ParkPGH	Pittsburgh Cultural Trust – Real Time Occupancy Web Site	1	2010	

WOOD ALLIES GARAGE

Equipment Type	Manufacturer/Model	Qty	Year	Comments
Proximity Card Readers	Indala Flex Pass	5	2004	
Multi-throat Entry Stations	Amano AGP2031	2	2004	2 nd Station Redundant. Intercoms required
Multi-throat Exit Stations	Amano AMG4570	3	2004	Credit Card Acceptance. Intercoms required
Gate Box with Articulating Arm	Amano AGP1711	5	2004	
Pay-On-Foot Station	Amano AGP7800	2	2004	Intercoms required
Fee Computers	Amano AGP5200	1	2004	
Validator	Amano AGP5610	1	2004	
Cash Drawer	M-S EP-125KL	1	2004	
Receipt Printer	Citizen IDP 3210	1	2004	
Remote Fee Display	Amano AGP 5910	1	2004	
Integrated "FULL" Sign	Unknown	1	2004	
PARCS Management Software	iParcProfessional - Build 19	1	2017	
ParkPGH	Pittsburgh Cultural Trust – Real Time Occupancy Web Site	1	2010	

FORBES SEMPLE GARAGE

Equipment Type	Manufacturer/Model	Qty	Year	Comments
Proximity Card Reader	Indala Flex Pass	5	2004	
Multi-throat Entry Station	Amano AGP2011	1	2009	2 nd Station Redundant. Intercoms required
Multi-throat Entry Station	Amano AGP2031	1	2004	Intercoms required
Multi-throat Exit Station	Amano AMG4570	2	2004	Credit Card Acceptance. Intercoms required
Gate Box with Articulating Arm	Amano AGP1711	4	2004	
Pay-On-Foot Station	Amano AGP7800	2	2004	
Fee Computer	Amano AGP5200	1	2004	
Validator	Amano AGP5610	1	2004	
Cash Drawer	M-S EP-125KL	1	2004	
Receipt Printer	Citizen IDP 3210	1	2004	
Remote Fee Display	Amano AGP 5910	1	2004	
Integrated "FULL" Sign	Unknown	1	2004	
PARCS Management Software	iParcProfessional - Build 19	1	2017	

SHADYSIDE GARAGE

Equipment Type	Manufacturer/Model	Qty	Year	Comments
Proximity Card Reader	Amano AMT570	4	2011	Interior of Entry/Exit Stations
Multi-throat Entry Station	Amano AMG2570	2	2011	2 nd Station Redundant. Intercoms required
Multi-throat Exit Station	Amano AMG4570	2	2011	Credit Card Acceptance. Intercoms required
Gate Box with Articulating Arm	Amano AMG1750	3	2011	
Pay-On-Foot Station	Amano AGP7811	2	2009	Intercoms required
Fee Computer	Amano AGP5200	1	2004	
Validator	Amano AGP5610	1	2004	
Cash Drawer	M-S EP-125KL	1	2004	
Receipt Printer	Citizen IDP 3210	1	2004	
Remote Fee Display	Amano AGP 5910	1	2004	
Integrated "FULL" Sign	Unknown	1	2004	
PARCS Management Software	iParcProfessional - Build 19	1	2017	

EXHIBIT C
SCOPE OF SERVICES

SCOPE OF SERVICES

Four-part scope of services is recommended with the Part 1 dealing with the PARCS System Plan, Part 2 dealing with the PARCS Bid Solicitation & Procurement, Part 3 dealing with System Pre-Installation Administration Deliverables, and Part 4 being System Post-Installation Administration Deliverables.

PART 1 – PARCS SYSTEM PLAN

The Part 1 PARCS Plan tasks focus on our gaining a clear understanding of the specific functional and operational needs, and physical circumstances applicable to each of the five (5) Authority parking garages and how technology needs to support the Authority’s broader system-wide facility management objectives.

1. Review the Parking Authority’s goals and objectives to for the project undertaking.
2. Review current equipment shortcomings, specific features and functionality desired for the new equipment.
3. Review the operational demands and user characteristics of the subject garages, including the arrival/departure patterns and volumes of monthly, transient, event and hotel guest parkers.
4. Review the current physical conditions at the garages namely the lane geometrics, equipment placement, clearances, queuing capacity, curb, and island conditions, etc.
5. Overview of various PARCS technology options and discuss the merits, liabilities, costs, and prevailing industry trends relative to the various system options.
6. Provide a summary description of the PARC system recommended for the subject parking facilities including hardware components (i.e., quantities, install locations, features, etc.) and software functionalities and interfaces, as well as any recommended optional components and/or features for the parking garages.
7. Provide the Authority with an opinion of probable overall, and parking garage-specific, project cost to acquire and install the recommended PARCS technology solution.
8. Conduct five (5) on-site observations of installation work from project mobilization to completion of the PARCS system, including final site observation /inspection for project compliancy; implement punch list accordingly with follow up inspection/approval of outstanding system items.

PART 2 –PARCS BID SOLICITATION & PROCUREMENT

1. Prepare detailed PARCS Bid Specification Document including the following:
 - a) Performance specifications detailing the Client’s requirements for system features and functionality.
 - b) Technical specifications describing components manufacturing standards, durability, appearance, and functionality.
2. Perform Bid Administration including the following:

- a) Identification of Prospective Bidders
 - b) Assist the Parking Authority in arranging a Pre-Bid Conference and facility tours
 - c) Assist the Parking Authority to prepare responses to prospective bidder's Request for Information (RFI) and clarifications related to the solicitation.
 - d) Conduct an initial review of all Bid submissions to confirm that each is compliant with Bid Submittal Requirements
 - e) Review submitted bids and prepare a comparative analysis on the basis of, but not limited to, the following criteria:
 - i. Proposed system's ability to meet the Client's objectives;
 - ii. Price;
 - iii. Demonstrated understanding of technical requirements;
 - iv. Thoroughness of proposed schedule and timeline for installation;
 - v. Ability to expand the system(s) to incorporate future expansions and/or technological features and/or functionalities.
 - vi. Value-added respondent suggested PARCS enhancement options.
 - f) Summarize the comparative analysis of the bids in a matrix and technical memorandum for the Client's review. Memorandum will include a description of applied methodology, analysis, conclusions, and recommended vendor shortlist.
3. Participate in the Respondent Interviews/Presentations as a non-voting member.
 - a) Assist with the formulation of key discussions topics and questions to be raised at the respondent interviews, including questions which may be specific to each of the different respondents to be shortlisted.
 4. Assisting the development of a BAFO (Best and Final Offer) criteria.
 5. Summarize the final analysis of BAFO's in a matrix and technical memorandum for the Client's review.

PART 3 – SYSTEM PRE-INSTALLATION ADMINISTRATION

1. Review the awarded bidder's transition plan with associated timeline detailing how each phase of the retrofit to insure minimize impact on existing parking operations.
2. Review shop drawings, catalogue cuts, etc. when issued by the contractor.
3. Review and recommend approval of bidder's detail order of the most recent and available versions of all hardware and software.
4. Review the bidder's data migration plan for conversion from existing system to the new system. Review the bidder's list of logistical needs (i.e., lane closures, temporary access/egress lane reconfigurations, temporary traffic flow changes, power supply feeds, facility user notifications, signage, etc.) required during the installation process.
5. Review bidders list of any third-party installers and/or installation service subcontractors along with their qualifications and references from previous installation jobs in recent months.
6. Participate in factory pre-testing session to insure desired functional is achieved before shipment of equipment to installation site is authorized.
8. Attend an on-site mobilization meeting at the commencement of installation, if necessary.

9. Review proposed installation modifications and/or a punch list of issues and questions that arise during installation and work with the Client to get answers and resolve pending issues, when warranted.

PART 4 – SYSTEM POST-INSTALLATION ADMINISTRATION

1. Participate in the Factory Acceptance Test (FAT) as the Client's representative.
2. Participate in the Lane Acceptance Test (LAT) as the Client's representative.
3. Monitor the Operational Completion Test (OCT) through the 30-day trial period.
4. If the contractor's system fails to meet specifications and needs to be repaired, or if the punch list items that were developed from the FAT, LAT, or OCT need to be re-tested, The Consultant will oversee the performance of a second and final test.
5. Review the contractor's training program and identify any deficiencies or areas in need of additional content and/or attention.

EXHIBIT D

FEE PROPOSAL

PUBLIC PARKING AUTHORITY OF PITTSBURGH
Fee Proposal Form

Request for Proposals: Parking Access & Revenue Control System
(PARCS)Consultant

Firm Name: _____

	PHASE	FEE
Part 1	PARCS SYSTEM PLAN	\$
Part 2	PARCS BID SOLICITATION & PROCUREMENT	\$
Part 3	SYSTEM PRE-INSTALLATION ADMINISTRATION	\$
Part 4	SYSTEM POST-INSTALLATION ADMINISTRATION	\$
Part 5	INCIDENTAL/REIMBURSABLE EXPENSES	\$
	COMBINED TOTAL FEE	\$

EXHIBIT E

MWDBE PARTICIPATION COMMITMENT FORMS

MBE/WBE SOLICITATION STATEMENT

RESPONDENT: _____

ADDRESS: _____

TELEPHONE: _____

CONTACT PERSON: _____

PROPOSAL FOR: _____

List Certified MBE/WBE that you have solicited and those you have commitments to in reference to your Proposal.

Company Name & Certification	Address	Telephone	M B E	W B E	Contact Person	Date Contacted		Type of Transaction	
						Mail	Phone	Joint Venture	Sub-Contractor

Prepared by: _____

MINORITY AND WOMEN BUSINESS COMMITMENT STATEMENT

PROJECT: _____

RESPONDENT WILL UTILIZE THE SERVICES OF SUBCONSULTANT(S) AND/OR SUPPLIER(S) FOR THE FOLLOWING CATEGORIES:

Subconsultant/ Supplier Name	Certification Type		Certification # and Certifying Agency	Scope of Work	Estimated Dollar Amount
	MBE	WBE			

I, the undersigned do hereby certify that this form contains no misrepresentations or falsifications, omissions, or concealment of material fact, and that the information given by me is true and complete to the best of my knowledge and belief. I am aware that all information on this form is subject to investigation.

Respondent's Name _____

By (Signed) _____

Title _____

Date _____

EXHIBIT F



Pittsburgh PARKING Authority

The Value Parking Network

CONTACT INFORMATION FORM

TITLE: _____

DUE DATE: _____ **ISSUE DATE:** _____

DESCRIPTION: Proposal to provide _____ to the Public Parking Authority of Pittsburgh.

<p>The undersigned hereby offers to finish and deliver the articles or services as specified in strict accordance with the RFP and scope of proposal, all of which are made a part of this request.</p>
<p>FULL LEGAL COMPANY NAME : _____</p>
<p>STREET ADDRESS : _____</p>
<p>CITY, STATE AND ZIP CODE : _____</p>
<p>AUTHORIZED SIGNATURE : _____</p>
<p>PRINT NAME: _____</p>
<p>TITLE OF AUTHORIZED SIGNER: _____</p>
<p>TELEPHONE #: _____</p>
<p>FAX #: _____</p>
<p>E-MAIL ADDRESS: _____</p>
<p>(OF CONTACT REPRESENTATIVE)</p>

NOTE: THIS PAGE MUST BE SUBMITTED WITH YOUR PROPOSAL. ALL PAGES REQUIRE A LIVE SIGNATURE SIGNED IN BLUE INK.