

## QUESTIONS AND RESPONSES TO PROPOSER RFP INQUIRIES

### FOR PROPOSALS (RFP) FOR PHASE I AND PHASE II PARKING METER PROJECT

1. How should a revenue-sharing business model be addressed in the response and/or listed in Attachment A?

The city is looking to make an outright purchase of the meter system, with fixed rates for all services that are required on an ongoing basis. All city revenue is to remain city revenue.

2. Is it necessary for a vendor to provide the City with a meter demonstration unit?

Yes. See Section 15 Demonstration Unit of the RFP. The Demonstration Unit is a component of the RFP evaluation process.

3. Should the vendor submit a demonstration unit with its proposal or await further instructions from the City if selected to proceed?

The vendor can submit the demonstration unit with its proposal or provide directions within its proposal to coordinate delivery of the demonstration unit to the evaluation committee. The proposal must acknowledge the demonstration unit's availability upon receipt of proposal. It is understood that the demonstration unit is more difficult to ship. The city will return any demonstration units provided at the completion of this procurement process if the vendor provides for return shipping or coordinates pick up.

4. What, if any, is the Bid Number associated with this RFP?

There is no Bid Number associated with this RFP.

5. After the initial pilot phase period ends, will an RFP be released for each subsequent phase of the meter implementation until all of the meters in the downtown zone have been replaced or will the subsequent phases be awarded to the vendor selected for the pilot phase?

The intent of this procurement is to award all phases to the selected vendor, if the initial phase implementation is successful.

6. Please provide a schedule of Jackson's parking fines.

This is not relevant to this procurement, and is under reconsideration as the city develops new policy for both rate and violation structure.

7. Is it a requirement that the City own the meters or is the City open to other operating structures?

The city must own the meters.

8. Is the city open to a minimum 5-year term contract?

Vendors should submit their proposal in accordance with the RFP.

9. What is the current fine for an expired parking meter and when was that amount implemented?

This is not relevant to this procurement, and is under reconsideration as the city develops new policy for both rate and violation structure.

10. What is the late payment penalty and/or escalation policy?

This is not relevant to this procurement, and is under reconsideration as the city develops new policy for both rate and violation structure.

11. What is the City's plan/timeframe surrounding future hourly meter/violation rates?

This is not relevant to this procurement, and is under reconsideration as the city develops new policy for both rate and violation structure.

12. How long does the City estimate Phase 1 will last before moving to Phase 2?

Phase 1 is planned to last approximately 1 year. However the City reserves the right to move faster or slower based on the success of that phase.

13. Pertaining to Section 11.2, second bullet point: *"Describe the ability of the system to integrate with current on-street metered system."* What is the City's goal or expectation for an integration with the existing coin only on-street meters?

This statement was mistakenly included under the Software Back End requirements and vendors do not have to respond to this requirement.

14. Would the City be willing to accept other, more cost effective, meter options rather than just a single-space meter offering?

This procurement is primarily for the purchase of single space meters and responding vendors should at a minimum provide a single space meter option. The RFP does allow for additional options to be offered in addition to the base requirement for single space meters.

15. Are you requiring a vendor to supply a physical meter? We can accomplish everything outlined in your RFP through our in-ground sensors. We would supply a sensor for each individual space and can supply signage to communicate to parkers, but we don't make meters.

This procurement is for the purchase of physical meters meeting the requirements outlined in the RFP.

16. Since we don't supply physical meters, all of our payments would be via mobile payments and accept all major credit cards. Will that be an issue?

See response to number 15. In addition, a requirement of this RFP is to have a coin payment option.

17. Are you open to unique financing options? We could propose a model that would allow us to finance and install the equipment for all 1,161 spaces right away with the annual payments meeting the requirements.

The decision to install a limited number of spaces at a time is based on the current condition of the meter program as a whole. This program is being rebuilt from scratch and cannot yet support transition of the whole system. The selected vendor can offer financing as an optional part of their cost proposal under other options.

18. Will the City consider alternate proposals that may allow a private operator, under a long-term management agreement, to finance the entire meter replacement project on behalf of the City? The cost of the capital investment could be amortized over the term of the agreement and ownership of the meter technology would remain with the City.

The City desires to be the operator and not enter private management agreements.

19. Section 1 General Information says the pilot will include purchase of approximately 100-150 meters. Section 7 Scope of Work describes the Pilot Phase 1 as being 100-150 Single Head Smart Meters. Section 7.1 Pilot Phase 1 states there are approx.. 150 meter heads in the Phase 1 area. Section 16 Cost Proposal says – A minimum of 100 single space smart meters. Attachment A Cost Proposal Form: Single Space Smart Meters asks the proposer to fill in the Est. Quantity. Should we use 150 as the Estimated Quantity or the lesser quantity of 100?

Please see Addendum #1 with a revised Cost Proposal Sheet. The specific numbers required of posts, keys, housings, etc. are not known at this time. Phase 1 is expected to be a minimum purchase of 100 single space smart meters. Phase 2 is expected to include the purchase of 1,061 smart meters over a multi-year period.

20. Attachment A Cost Proposal Form: Single Space Smart Meters asks for an Estimated Quantity for Keys, Parking Meter Post, Parking Meter Housing-Single Head & Yoke for double mount meter. The number of these items depends on how many of the ones already in place are bad and will need to be replaced. Does the city have an estimated number or percentage of how many will need to be replaced?

Please see Addendum #1 with a revised Cost Proposal Sheet. The specific numbers required of posts, keys, housings, etc. are not known at this time. Phase 1 is expected to be a minimum purchase of 100 single space smart meters. Phase 2 is expected to include the purchase of 1,061 smart meters over a multi-year period.

21. Attachment A Cost Proposal Form: Single Space Smart Meters asks for pricing for an estimated quantity of Decorative Meter Post. Should this estimated quantity be for the 100-150 or should this quantity only apply to the estimated number of new posts?

Please see Addendum #1 with a revised Cost Proposal Sheet. The specific numbers required of posts, keys, housings, etc. are not known at this time. Phase 1 is

expected to be a minimum purchase of 100 single space smart meters. Phase 2 is expected to include the purchase of 1,061 smart meters over a multi-year period.

22. Pertaining to Attachment A, transaction Fees – *“Fixed Fee , per transaction. Applies to single -space meter and off-street Multi-space meter.”* Who is the current provider of the off-street Multi-Space meters?

The city does not currently own and operate any multi-space meters. This was included by error and has been revised in Addendum #1.

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