



**THE PHILADELPHIA PARKING AUTHORITY
701 MARKET STREET – SUITE 5400
PHILADELPHIA, PA 19106**

**REQUEST FOR PROPOSALS – LEGAL SERVICES
RFP No. 17-17**

NOTICE TO OFFERORS

Sealed proposals from qualified law firms will be received until 2:00 PM on Thursday, June 8, 2017, by the Philadelphia Parking Authority (“the 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.

Documents will be available for download at the Parking Authority’s website, www.philapark.org, by the end of business on Monday, May 15, 2017. Firms interested in downloading the documents from the Authority’s website must first register with Mary Wheeler, Manager of Contract Administration, by submitting your name and contact information to mwheeler@philapark.org.

A mandatory pre-proposal meeting will be held at the offices of the Philadelphia Parking Authority on Monday, May 22, 2017 at 11:00 AM. Prospective vendors are encouraged to submit questions from date of issuance until Wednesday, May 31, 2017 at 2:00 PM. Please forward all questions to Mary Wheeler via email at mwheeler@philapark.org. Only questions submitted in writing will be addressed. Proposals are due no later than 2:00 PM on Thursday, June 8, 2017.