



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

**REQUEST FOR PROPOSALS SPECIAL COUNSEL TO THE BOARD
PROPOSAL No. 17-36**

NOTICE TO PROPOSERS

Sealed proposals from qualified firms for Special Counsel services will be received until 2:00 PM on Wednesday, December 27, 2017, 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.

Documents are available for download at the Parking Authority’s website, www.philapark.org. A pre-proposal conference will not be held for this solicitation. Vendors must register with Mary Wheeler, Manager of Contract Administration, at mwheeler@philapark.org to be eligible to participate in this solicitation by submitting the Vendor Registration. Only those vendors who register are insured to receive addenda issued.

Prospective firms are encouraged to submit questions until Monday, December 11, 2017. 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 Wednesday, December 27, 2017.