

**The Philadelphia Parking Authority
701 Market Street, Suite 5400
Philadelphia, PA 19106**

**RFP No. 18-07.2
Immobilization Equipment 2018 Re-Issue
Addendum One**

To: See Email Distribution List

From: Mary Wheeler
Manager of Contract Administration

Date: June 19, 2018

No Pages: 2

This addendum is issued on June 19, 2018 prior to the proposal due date to add, delete, modify, clarify and/or to respond to questions submitted by prospective offerors regarding the work included in the above referenced solicitation.

QUESTIONS

- 1. Question:** Are we keeping in the time frame when they have to be delivered?
Response: Please refer to Section 5 of the Proposal Form.
- 2. Question:** Mary, will you be sending out a list of the attendees?
Response: A list of attendees to the Pre-Proposal meeting can be found on the Authority's website.
- 3. Question:** So just to clarify, the last bid was pretty clear of proposing two products, an option A and an option B. Here it sounds like it's a little more open and not send us kind of what you have and we will decide which is best for the type of servicing we're doing. Is that right? Am I understanding that correctly? So it means that we, essentially, could offer one or three? Am I understanding that correctly?
Response: That is correct. Offerors may submit a proposal for a variety of boots.
- 4. Question:** If there are no changes from a product we have previously submitted, do we need to submit again or - Are you referring to the sample?
Response: A new proposal will need to be submitted. If you have submitted a sample for RFP No. 18-07 Immobilization Equipment, you do not need to submit another sample. You do need to indicate in your proposal that it is your intention to have the Authority evaluate the sample that was previously submitted.
- 5. Question:** Miss Lawler mentioned 580 boots have to be replaced. Can you give us a little information on that? Were they damaged? Were they stolen?
Response: They were stolen.
- 6. Question:** Have the insurance requirements changed from the first bid at all, from the first RFP?
Response: All Offerors have to meet the insurance requirements detailed in Appendix C of this RFP.

7. **Question:** Page 11, Part IV-1: This section of the RFP references the Philadelphia Traffic Code Chapter 12-2400, which states that a boot is to be attached to the wheel of a motor vehicle and should prevent the vehicle from being driven. Please confirm that the Authority will only consider proposals for immobilization equipment that is attached to a wheel and prevents a vehicle from being driven, regardless of the manner in which it could be driven (i.e., motorists sticking their heads out the driver side window or sunroof, motorists driving in reverse and looking through the rear window or rear view mirror, etc.).

Response: All proposed boots must comply with Philadelphia Traffic Code Chapter 12-2400 TOWING & IMMOBILIZING OF PARKED OR ABANDONED VEHICLE 12-2401.

(1) Boot. A device consisting of metal clamps or jaws and a padlocking device, which when attached to the wheel of a motor vehicle, prevents the vehicle from being driven.

8. **Question:** Page 5, Part I-13: This section of the RFP states that proponents should include their Philadelphia Activity License number and that if we do not currently have one, we must obtain one no later than five business days after a contract is awarded. Our review of the application process revealed that in order to obtain the License, a company must register for a Philadelphia Tax Account Number first and then use that to apply for the Activity License. Our understanding of the process is that applying for a Tax Account requires a company to file tax returns even if the company does not conduct business in Philadelphia and would, therefore, file a zero return. This suggests that the entire process may take more than five business days. In light of this, we are assuming that the Authority would accept proof that a selected vendor has applied for this license at the time of contract award. Please confirm that this assumption is correct.

Response: Confirmed.

9. **Question:** How many actual days per year is the PPA booting cars?

Response: 247 days per year.

10. **Question:** How many booting teams do you currently have in the field?

Response: We currently have 7 to 8 teams in the field.

11. **Question:** On average how many cars are booted per team on a daily basis?

Response: The daily average is 14 vehicles per team.

12. **Question:** How many cars are getting sold by auction per year?

Response: 11,815 vehicles were sold at auction in FY 2018.

13. **Question:** Does the 23,000 cars that were booted last year represent the total outstanding violations or is it a small percentage of the outstanding violations? If so can you estimate what that percentage is?

Response: It does not. In order to become boot eligible in Philadelphia, the registered owner of the license plate must have at least 3 outstanding parking violations or red light camera violations in their name. These violations can come from ANY license plate registered to the owner. Therefore, if a plate owner has one outstanding violation on three different vehicles, all three vehicles are boot eligible. There are roughly 190,000 plates that are boot eligible. 23,000 represents about 12%.

14. **Question:** What was the winning bid of that last RFP?

Response: The last RFP issued, RFP No. 18-07 did not result in the award of a contract.

END OF ADDENDUM ONE