

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

**RFP No. 18-26  
Speed Enforcement System  
Addendum One**

To: See Email Distribution List  
From: Mary Wheeler  
Manager of Contract Administration  
Date: January 28, 2019  
No Pages: 8

This addendum is issued on January 28, 2019 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.

**CLARIFICATIONS, CHANGES AND ADDITIONS TO THE RFP DOCUMENTS**

1. The Question Deadline has been **EXTENDED** to February, 4, 2019 at 2:00 PM.
2. The Proposal Due Date has been **EXTENDED** to February 15, 2019 at 2:00 PM.
3. Page 12, Evaluation Criteria Summary has been revised:

**Evaluation Criteria Summary**

- |  |                     |
|--|---------------------|
| <b>A.</b> Demonstrated performance of an operationally tested system providing supporting document history and data.             | <b>Weight: 20 %</b> |
| <b>B.</b> Experience, reputation, demonstrated effectiveness, and system understanding with regard to speed enforcement systems. | <b>Weight: 15 %</b> |
| <b>C.</b> Demonstrated technical and network experience and capability   | <b>Weight: 15 %</b> |
| <b>D.</b> Effectiveness and reputation in interfacing with third party motor vehicle agencies.                                   | <b>Weight: 10 %</b> |
| <b>E.</b> Technical ability and resource availability for the modifications/development of new system components.                | <b>Weight: 10 %</b> |
| <b>F.</b> Quality of proposal  | <b>Weight: 5 %</b>  |
| <b>G.</b> Proposal Pricing   | <b>Weight: 20 %</b> |
| <b>H.</b> Small and Small Diverse Business participation.  | <b>Weight: 5 %</b>  |

**QUESTIONS**

1. **Question:** One of the data elements that you're looking for is locations covered. You talk about locations and camera systems, and we want to make sure that we understand the difference between the information that you're looking for at locations and the associated cameras at those locations.

**Response:** For the cities that the vendor is currently under contract with, please list the geographic locations that feature speed cameras and indicate how many cameras are featured at each location.

2. **Question:** If we have three cameras at one location, we would give you one location but identify three different camera systems at that location?

**Response:** That is correct.

3. **Question:** One of the sections in the RFP indicates that you expect one camera to cover all lanes up to five for each undivided approach. So Roosevelt Boulevard it appears as though there is a median that goes along the entire boulevard with three or four lanes on each side of that median. So are you expecting to cover each of those roads? In other words, the primary and service road?

**Response:** All lanes are expected to be covered. Offerors must propose the amount of cameras it would take to achieve complete coverage.

4. **Question:** If a system is only able to cover, let's say, up to five lanes, then you would expect potentially that there be two cameras at that location in order to cover both roadways in a single direction, correct?

**Response:** That is correct.

5. **Question:** The cameras can be placed in the median?

**Response:** Yes.

6. **Question:** The first phase that you're proposing with 20 locations, would those be new locations and mid-block?

**Response:** Yes.

7. **Question:** Somewhere in the rollout in terms of it was anticipated that intersections would be able to come together different types of technology. Is that later down the road that you were talking about that?

**Response:** Yes, those possibilities would be discussed at a later date.

8. **Question:** The pilot speed program is for Route 1, according to the state legislation. Will there be enforcement opportunities on the crossing streets, or is it only Route 1?

**Response:** The Senate Bill strictly limits the camera locations to Route 1.

9. **Question:** In the event that a motorist were to receive more than one violation or would commit more than one violation in one day, will multiple violations be issued to that motorist?

**Response:** Yes, that is correct.

10. **Question:** It says the term of the contract is five years, and it begins upon the effective date of the legislation. Is that state legislation or your local ordinance?

**Response:** The contract will begin when both parties enter into the agreement.

11. **Question:** Back to small and diverse business requirement, the way it's written it appears as though the primary respondent to the RFP must meet the small and diverse business requirement. Can you have a subcontractor that meets that requirement—but meets that objective and then get those five points?

**Response:** You may submit a SBPI certificate for a subcontractor, however, it is up to each Evaluation Committee member how they will award the points.

12. **Question:** When does the Authority expect to have answers to questions back that might be sent at a later date in writing? So our questions are due by the 23<sup>rd</sup>, is there an expected return date of when those answers might come back?

**Response:** Addendum release dates have not been defined. However, the last addendum will be released no later than 7 days prior to the proposal due date.

- 13. Question:** It does indicate that the Offeror should train office and clerical staff, must be citizens of the United States. Can an individual who is legally in the United States and legally authorized to perform work in the United States but not a U.S. citizen still work on the project? In the last RFP we asked that question and the answer was yes, as long as they're authorized to work in the United States and they're in the United States but not necessarily a U.S. citizen.
- Response:** Yes, as long as the work is being performed in the United States.
- 14. Question:** I think the RFP calls for a proposed timeline of 90 days. Any idea in terms of what the overall schedule— are you trying to have this implemented by June?
- Response:** That is the goal, but the Authority understands that permit issues can cause delays.
- 15. Question:** If we begin submitting questions to you that we have prior to the 23<sup>rd</sup> will you be responding prior to the 23<sup>rd</sup>?
- Response:** Multiple addenda will be released and the question deadline has been extended.
- 16. Question:** The questions that hit your desk before the 23<sup>rd</sup> – I just want to make sure I'm clear on this. You said that if you have to answer them past the 23<sup>rd</sup>, there will always be a seven-day buffer between questions and response date? Did I not understand that?
- Response:** That is correct.
- 17. Question:** In Tab G it's required that the vendors respond to each requirement in the RFP in order. Can you confirm that the requirements in part four, work statement, Section A, are the requirements that shall be addressed?
- Response:** Confirmed.
- 18. Question:** Shall the items outlined in the evaluation criteria detail section, which is pages 13-16, also be addressed in a question-and-answer format?
- Response:** No, only respond to the Work Statement.
- 19. Question:** It indicates that there is an electronic version of the cost proposal form, and it appears – the way it is written, it appears that there is also a form possibly in an appendix within the RFP. We couldn't find that. So I don't know if that was an omission or we just missed it.
- Response:** Pg. 9, paragraph 1, line 4 will be revised to: An electronic version of the Proposal Form can be provided to all prospective Offerors upon request. The cost per camera will be submitted in your response to section A.21.
- 20. Question:** What data can the Authority and or PennDot provide with regard to mean speeds and 85th percentile speeds for traffic along Roosevelt Blvd where photo speed enforcement is authorized?
- Response:** This information is not available at this time. The Authority will respond in Addendum #2 if the information is received.
- 21. Question:** What are the steps and timeline for the PennDot photo speed enforcement system approval process required prior to proposal submission?
- Response:** Please contact PennDOT for this information.
- 22. Question:** Are any photo speed enforcement systems already approved by PennDot which could qualify for this RFP?
- Response:** Please contact PennDOT for this information.
- 23. Question:** Are any photo speed enforcement systems currently in the PennDot approval process pipeline which could qualify for this RFP?
- Response:** The Authority is not aware of any. Once a proposal is submitted, the proposer should show the Authority a letter or form from PennDOT stating that their system is certified.

- 24. Question:** Does the Authority have any guidance on the budgeted or expected number of citations to be issued per month?  
**Response:** This is a new program in Pennsylvania and in Philadelphia for Route 1 (Roosevelt Boulevard). We do not know how many violations the system will produce.
- 25. Question:** Does the Authority have any guidance on the number of systems that are expected to be deployed?  
**Response:** As stated at the pre-proposal meeting, there will be twenty to eighty systems. A system is a single camera.
- 26. Question:** Will photo speed violations be captured on both local and express lanes in each direction?  
**Response:** Yes.
- 27. Question:** Does the Authority plan to capture photo speed violations at various locations along the entire section of Roosevelt Blvd where photo speed enforcement is authorized or just at various intersections? Or both?  
**Response:** Could be both. The Authority envisions various locations.
- 28. Question:** Does the Authority have a requirement for just fixed pole based systems requiring utility connections to City infrastructure or will portable system configurations not tied to City infrastructure also be considered? Or both?  
**Response:** Please provide the system type you are referencing, along with the specifications.
- 29. Question:** Does the Authority have any preferred locations in the City or available space to sublease for the required vendor processing and or customer service centers?  
**Response:** The Authority does have available office space along the unit block of North 8<sup>th</sup> Street, but the offeror is not obligated to rent this space.
- 30. Question:** RFP section II-9 states that offerors must provide financial statements for the last three (3) years but section B-5 states that they must be provided for the most recent four (4) years. Which requirement is correct?  
**Response:** Provide financial statements for the last three (3) years.
- 31. Question:** Several requested documents/samples do not comply with font restrictions and they are not available in a native MS Office format for font adjustments. Please confirm that it is permissible to submit those documents as is.  
**Response:** Confirmed.
- 32. Question:** Given the length of our audited financial statements (more than 200 pages), can Bidders provide these documents in electronic format only?  
**Response:** Yes.
- 33. Question:** Does the Authority require the vendor's assigned Program Manager be located within the City of Philadelphia?  
**Response:** No, but they must be available at the Authority's request.
- 34. Question:** Feasibility/baseline studies of potential new intersections can be expensive. The RFP does not specify the number of studies that responsible vendors should assume for pricing. In order to allow for a fair and equitable evaluation of vendors as well as competitive pricing to the Authority, what budget and/or number of studies should vendors assume are required?  
**Response:** The Authority plans on installing twenty locations. To clarify, Route 1 (Roosevelt Boulevard) is a divided highway running north and south. If a location is on the agenda to be installed, we envision four cameras would be needed to cover all lanes. This may differ for each offeror, since you may need more or less cameras to cover all twelve lanes.

**35. Question:** In the event of a legislative change, will the selected vendor be allowed to expand the number of systems under the executed contract?

**Response:** It is possible that the Pennsylvania Legislature may amend 75 Pa.C.S. §3370 during the term of the contract and expands the use of the automated speed enforcement system on U.S. Route 1 (Roosevelt Boulevard) between Ninth Street and the Philadelphia County line shared with Bucks County to additional areas.

In that event and at the Authority's discretion, the selected vendor may be permitted to expand the number of systems to the additional area pursuant to the amended law. The proposed price of each additional system to be utilized in the additional area should be included in the vendor's response to the RFP. If no proposed price is provided in the vendor's response to the RFP, the price of each additional system to be utilized in the additional area will be identical to or less than the price of each system under the contract.

**36. Question:** This appears to indicate a Cost Proposal Form is included as one of the Forms, possibly in the Appendix. Since we didn't see a Cost Proposal Form included, was this simply an omission by the Authority and if so, can you please provide?

**Response:** Pg. 9, paragraph 1, line 4 will be revised to: An electronic version of the Proposal Form can be provided to all prospective Offerors upon request. The cost per camera will be submitted in your response to section A.21.

**37. Question:** "Section IV, item A.4.2 states "A Speed Enforcement System is defined as inclusive of all equipment and personnel required for the photo enforcement of speed violations in concert with the Philadelphia Parking Authority and the City of Philadelphia. The Authority will require the Offeror to install all hardware, including the traffic violation detection system. Required hardware will include, at a minimum, all computer interfaces, software, cameras, flash strobes, poles, violation detection system, wiring, and any necessary appurtenances to support a fully functional Speed Enforcement System."

However Section IV, item A.4.3 states "The style, design and specifications for poles used in relation to the speed Camera System will be designated by the Authority. The Authority will be responsible for the providing and installation of all poles and signs at the Speed Enforcement System locations. The Offeror will be solely responsible for reimbursing the Authority for any and all monetary costs associated with the purchasing of and installation of the poles and signs. "

Can the Authority provide a cost estimate on the installation of the poles and signs.

If an estimated cost is unknown, what was the cost for poles used in the red light program?

Does this refer to the poles for the equipment to be installed on, or poles and signs to notify drivers of the speed enforcement systems? "

**Response:** The poles and signs installed by the PPA are warning signs to the public. All other poles would be installed by the vendor after PPA approval.

**38. Question:** Section IV, item A.4.4 requires that the "Offeror must pay for all upgrades required by PennDot or the City of Philadelphia, including all licensing and permits required by the City." What are examples of potential upgrades at these midblock locations? Please provide an estimated cost for these upgrades.

**Response:** The Authority does not have any examples of upgrades for mid-block installations. We currently operate the Red Light Camera program in Philadelphia. With the installation of an intersection with a Red Light camera system, the City of Philadelphia, Philadelphia Streets Department, and PennDOT walk the intersection and state what upgrades will be needed. For example, mast arms, upgrades to curb cuts, etc. have been costs that the vendor had to incur. These costs in the past have been from one hundred thousand dollars up to two hundred and fifty thousand dollars.

**39. Question:** Section IV, item A.18.7 asks that the offeror describe the "internet payment solution. The Offeror must provide a list of all fees charged to persons making on-line payments or phone payments. No fees are to be applied to any customer who pays in person." The contract allows a convenience fee for credit card and debit card payments. Does this requirement mean that a convenience fee may not be applied for in-person payments?

**Response:** That is correct.

**40. Question:** Section IV, item A.18.8 states “The Offeror will be required to provide on-line cashing systems at various facilities to enable citizens to make walk-in Speed Enforcement Program payments.” Can the Authority describe the type of facilities and the approximate number of facilities described in this requirement?

**Response:** The Offeror will be required to have one (1) walk-in location with the ability to accept cash/credit card payments. This location should also be able to assist citizens with questions and concerns.

**41. Question:** How many active locations does the Authority anticipate at any given time? For example, of the 20 locations initially installed, how many will be active and how many will be inactive? If the answer is 20, how many additional locations are expected to be constructed for system rotation? Please answer the above questions with a quantity of 80 locations.

**Response:** All locations should be active. There is no rotational basis. If the program goes to the expected maximum of eighty cameras, then all eighty cameras would be active.

**42. Question:** How often does the Authority want the camera systems to be rotated between locations?

**Response:** The Authority does not want them rotated. They are fixed systems.

**43. Question:** What is an acceptable amount of downtime during the equipment rotation before it impacts performance metrics?

**Response:** The Authority does not want them rotated. They are fixed systems.

**44. Question:** It is our understanding that a location is a single direction of travel (e.g. NB travel on Roosevelt and the service

**Response:** Yes, that is correct.

**45. Question:** The Authority indicated that there will be 80 speed systems as part of this pilot program, beginning with a first batch of 20 systems. After the first batch is installed (within 90 days), what is expected delivery timeline for the remaining systems?

**Response:** Within one year of the start of the contract.

**46. Question:** Section I-1 Introduction/Background includes the contract term is “from the effective date of legislation”. Does the Authority have an anticipated date/month/quarter when the local ordinance will be approved?

**Response:** The Authority does not know if or when the proposed municipal ordinance will be approved by Philadelphia City Council.

**47. Question:** Please provide the following traffic statistics for the below intersections (for traffic traveling along Roosevelt Boulevard) from the last 12 months:

- Traffic Count (per lane)
- Vehicle Speed
- Date
- Time of Day
- Direction of Travel

Locations:

- Roosevelt Boulevard & Mascher Street
- Roosevelt Boulevard & Levick Street
- Roosevelt Boulevard & Rhawn Street

- Roosevelt Boulevard & Welsh Road
- Roosevelt Boulevard & Southhampton Road
- Roosevelt Boulevard & Grant Avenue
- Roosevelt Boulevard & Coffman Avenue
- Roosevelt Boulevard & Red Lion Road
- Roosevelt Boulevard & Ninth Street

**Response:** This information is not available at this time. The Authority will respond in Addendum #2 if the information is received.

**48. Question:** Please provide the following traffic statistics from the traffic controllers closest to the proposed initial 20 locations:

- Traffic Count (per lane)
- Vehicle Speed
- Date
- Time of Day
- Direction of Travel

**Response:** This information is not available at this time. The Authority will respond in Addendum #2 if the information is received.

**49. Question:** For purposes of the insurance requirement listed in Item 7 on Appendix C (Page 83), is there a specific dollar amount of coverage that represents ‘an amount equal to the value of this project’?”

**Response:** It would be the value of the equipment being installed and associated installation costs.

**50. Question:** Please confirm the tab structure as outlined on page 9. Should Tab C be named "Firm Experience" or "Experience"?”

**Response:** Experience.

**51. Question:** I would like to request an extension to the question submission deadline.

**Response:** The Question Deadline has been **EXTENDED** to February, 4, 2019 at 2:00 PM.

**52. Question:** Requirement I-14 on page 6 of the RFP states, “Offerors must submit, as part of this proposal, information stipulated in the Proposal Qualification Form and proof of ability to furnish the items as outlined in the specifications.” Is the Proposal Qualification Form required; and if so, could the Authority please provide the Proposal Qualification Form?

**Response:** The proposal qualification form is Page 5 of the Proposal Form, Appendix A. An electronic version of the proposal form has been posted to the Authority’s website.

**53. Question:** Is the current walk-in Customer Service Center located within a City building? If not, would the City be open to allocating space within a City building for the vendor to occupy? If so, what would be the costs to the vendor for such an arrangement?

**Response:** The Authority currently does have available office space along the unit block of North 8<sup>th</sup> Street. However, the availability of that space is not guaranteed. The current rate is \$26.00 a square foot.

**54. Question:** Must all customer service work be performed in the City of Philadelphia including but not limited to phone calls, processing of correspondence, processing of mail-in payments, etc.?

**Response:** No, all of the above services do not have to occur within Philadelphia, just the walk-in center.

**55. Question:** A.7.17 request the location of the proposed Violation Processing Center. As no lease for the Center will be signed prior to the a signed contract between the vendor and the PPA for this program, and availability of such

sites may change between now and the program contract signing, would it be sufficient to state that the vendor commits to a location within the City of Philadelphia without stating the exact location?

**Response:** Yes.

**56. Question:** May the cyber liability insurance requirement identified in Item 6 of Appendix C (Page 83) be combined at with the Professional (E&O) Liability Insurance identified in Item 5 of Appendix C (Page 83) and at the same limits described in Item 5 of Appendix C (Page 83)”?’

**Response:** No, if it is combined, the limits should be the same as the Cyber we are requesting which is the \$5M limit.

**57. Question:** Does the insurance cancellation notice requirement identified in Item 11 on Appendix C (Page 83) apply to actions by the insurance company to cancel coverage or only to actions by the insured to cancel coverage?

**Response:** The insurance cancellation notice requirement applies to actions by the insurance company and actions by the insured to cancel coverage.

**END OF ADDENDUM ONE**