

Request for Proposal for Professional Services

Penn State University Park Parking Access & Revenue Control System Upgrades Penn State Project No. 00-08331.00

RFP Questions & Answers

RFP Part 2 Questions

Q1: Per # 3 – do you have the utilization data from your existing park system?

A1: Yes, the data will be shared with the selected firm.

Q2: Per # 5 - can you provide clarity as to the reference to “previous” PARCS technology options?

A2: In addition to PARCS technology options, this task includes an assessment and overview, including reference checks, on installation subcontractors and their previous experience with the installation of PARCS equipment.

Q3: in the clarification, it was mentioned that there is a car park which has been installed in 2021. Can we please specify which one was it exactly out of the four?

A3: West Deck.

Q4: regarding the 5 visits, and for cost efficiency, where practical, according to the agreed project schedule, is it possible to merge few visits together, whereby we extend the number of days in a visit, and reduce the individual travel accordingly? (In other words, to distribute the days of the 5 visits over 3 visits for example?)

A4: Yes, but consultant must propose how the visits could be combined without losing service level or quality of deliverable.

Q5: if possible, to have an ocular view of the PennState, can your office kindly share a short 2 min video of the car parks, entry and exit, maybe from a car driving around with a co-pilot recording?

A5: We suggest utilizing Google Streetview and <https://www.opp.psu.edu/campus-maps>.

PART 1 - GENERAL

Q6: Documents: is it possible to have the drawings of the car park in Auto cad format? or do you expect us to draft new ones? We understand that the existing equipment drawings are not accessible as per the RFP. What about the car parking drawings to be able to study the geometry, queuing, etc.

A6: There are no current drawings. We would expect the design of any changes to our current PARCS system to be part of responses from the vendor for equipment replacement.

Q7: Do you expect physical visits in Part 1/2/3? What is the duration of the virtual meeting and what time of the day, is it likely to happen?

Request for Proposal for Professional Services

Penn State University Park
Parking Access & Revenue Control System Upgrades
Penn State Project No. 00-08331.00

RFP Questions & Answers

A7: Part 1 virtual. For Part 2, see item #8. Propose a cost per visit price in your proposals for up to five (5) visits.

PART 2 - PARCS SYSTEM PLAN

Q8: When is the existing equipment was installed? we assumed in different phases and different years. Is it currently maintained? just to have an idea.

A8: 2016 in three of the four facilities, and 2021 in the other.

Q9: At the proposal stage, would you be able to share some statistics: type of users, volumes, duration of stay, etc.

A9: Yes, we have data for those types of events and would work to provide appropriate conversation.

Q10: What is the estimated duration for the visit?

A10: A minimum of one full day and a maximum of 2 days for each visit.

PART 3 - PARCS BID SOLICITATION AND PROCUREMENT

Q11: Do you expect estimate of car parking revenues, or just estimate of annual costs? do these costs include only maintenance or also operational?

A11: Just costs, no revenue should be part of this proposal.

Q12: Is participating in respondents /bidders' presentations virtual or physical?

A12: Virtual.

Request for Proposal for Professional Services

Penn State University Park Parking Access & Revenue Control System Upgrades Penn State Project No. 00-08331.00

RFP Questions & Answers

PART 4 - SYSTEM PRE-INSTALLATION ADMINISTRATION

Q13: What is Penn State's plan for the existing equipment? to partially utilize it? to completely scrap, store or sell?

A13: The selected vendor will advise Penn State on the existing PARCS equipment that can be salvaged for reuse versus replaced.

Q14: What about the work permits and statutory licenses? we assume it will be the job of the successful bidder to obtain.

A14: At this time, Penn State anticipates the design and construction of the PARCS upgrades will be done via Design-Build contract. If so, the selected DB team will be responsible for acquiring all required permits on the University's behalf.

PART 5 - SYSTEM POST-INSTALLATION

Q15: Is there a preference to purchase new equipment made by the USA? or it could be from Europe for example as long as it meets the specifications and budget?

A15: Overall best value is how we'll determine the appropriate vendor.

Q16: What additional services may be required in the future? Is the PARCS managed by an operator or in-house by Penn State?

A16: In house by Penn State. At this time, no additional services should be considered when determining the best value of the PARCS equipment.

RFP RESPONSE REQUIREMENTS

Q17: Are the fees collective for all car parks, or Penn State may carry out study for one parking only?

A17: All decks are part of the proposal; one deck would not be considered without completing the work in all of them. The primary reason for breaking out the fees in Attachment B is so Penn State has an understanding of the cost and effort per location.

Request for Proposal for Professional Services

Penn State University Park
Parking Access & Revenue Control System Upgrades
Penn State Project No. 00-08331.00

RFP Questions & Answers

Q18: For reimbursable expenses, we assume that these are limited for specific insurance, and travel expenses. Documents will be all digitally uploaded in e-Builder.

A18: Reimbursable expenses are limited to direct expenses as defined in section 7.2 of the Form of Agreement 1-S. Insurance is not an eligible reimbursable expense.

Q19: Hourly rates are required for virtual support, we assume. Please advise.

A19: This cost should be covered in the maintenance agreement we sign with the selected vendor. The purpose of the RFP is to understand the level of virtual support each vendor provides, i.e. hours of operation, emergency night and weekend, and staffing levels of support team including knowledge and experience.

RFP RESPONSE CONDITIONS

Reference to the agreement in page 13, regarding Payments:

Q20: Is an advance payment possible?

A20: No.

Q21: how long would it take Penn State to approve the invoice?

A21: If everything is okay with the invoice when received in eBuilder, a consultant invoice will be approved and payment processed within the 45-day timeframe specified in section 8.3.1 of the Form of Agreement 1-S.

Q22: is an invoice expected after the completion of each part?

A22: That is preferred, however, we have approved progress payments prior to completion of a specific part or task if Penn State is satisfied with the vendor's progress and performance.

Q23: is it possible, after the award, to provide a mark up of the agreement to fine tune few clauses?

A23: No, this is clearly addressed in the RFP Response Conditions.

Request for Proposal for Professional Services

Penn State University Park Parking Access & Revenue Control System Upgrades Penn State Project No. 00-08331.00

RFP Questions & Answers

ATTACHMENT A

Q24: We assume that the Parking guidance system for counting, including digital signage or find my car, is currently out of scope. Please clarify.

A24: It is out of scope; however, each vendor should provide partners they have had successful relationships with, or integrate with to provide options and understanding for a future RFP on counts

Q25: Do you expect in new App for parking reservations, or would you like to maintain the Park mobile app?

A25: Parkmobile would remain, but if there is a preferred solution or alternative it can be included with the vendor response.

Q26: Regarding Red K and Pollock Rd advisory, shall we charge them separately in Form B?

A26: They have been added to Attachment B.

Q27: What about the signage required as a result of the new PARCS? do you expect us to provide signage update advisory?

A27: Signage is not part of the scope of work

Q28: Regarding the main control room/call center, connected to all car parks, is it possible to virtually visit? is CCTV coverage for the operator part of the scope?

A28: The camera system is not part of the scope. The selected vendor may request a tour of the call center to better understand the operation.

Q29: Do you require any advisory service for the EV charging stations? or other services connected to the PARCS directly or indirectly?

A29: No, not within this scope of work

END OF QUESTIONS & ANSWERS