

CITY OF NEWTON, MASSACHUSETTS

PURCHASING DEPARTMENT

purchasing@newtonma.gov

Fax (617) 796-1227

November 18, 2016

ADDENDUM #2

REQUEST FOR PROPOSAL #17-37

SUPPLY & DELIVER CREDIT CARD PARKING METERS

THIS ADDENDUM IS TO: **Answer the following Questions:**

Q1. Is there an estimated project cost?

A1. Yes. Approximately \$20,000 for the equipment and installation exclusive of software as a service fee and other transaction costs.

Q2. Are there any union requirements to bid on the project?

A2. No. Union status is not a condition of submitting bids to the City.

Q3. Proposal Opening Date - In light of the short turnaround time for this RFP, would the City consider an extension until 4:00pmET, Wednesday, November 23, 2016?

A3. The bid submission date has been changed to November 22. See Addendum #1.

Q4. In several places, the RFP refers to "Refurbished" meters. - Would the City accept new meters if the features and price were attractive?

A4. Yes. If the features and price are comparable.

Q5. Many older, refurbished meters have significant issues with battery life which can cost cities tens of thousands of dollars in "hidden" annual battery replacement costs. - To protect the City, would it consider adding a required, multi-year (5 year) replacement battery guarantee as a line item to the Price Proposal?

A5. No, but Proposers can provide this as an optional expense.

Q6. RFP Section IV, #1 – This section references Smart Card acceptance. - Does the City plan to accept Smart Cards? If so, does the City want the price of Smart Cards and Smart Card acceptance included in the Price Proposal? What quantity?

A6. It is not part of this project but additional information will not be discouraged. Proposers are always free to provide information that has not been requested, but the City has the discretion not to consider it.

Q7. RFP Section IV, #2 – This section references "must integrate with multiple pay-by-cell applications, including Passport Parking". -Does the City want mobile payments to be displayed on the meter? Since this feature requires the meter modem to be on, it causes a significant drain on meter batteries, particularly on older, refurbished meters. If the City protects itself with a multi-year battery guarantee, will displaying mobile payments on the meter be required since this will impact the number of batteries the bidder must guarantee?

A7. Yes, the City will want the option of displaying mobile pay at meter.

Q8. RFP Section IV, #7 – This section references meters wirelessly notifying enforcement officer of meter status and integrating with all major handheld equipment. - What handheld hardware and what vendor's software are used by the City?

A8. Xerox is the vendor. Motorola is the hand held equipment.

Q9. Will the City consider an optional handheld solution that tightly integrates with the meter information?

A9. No.

Q10. RFP Section IV, #8 – This section references solar power. - Will the City accept alternate power sources as long as the vendor is willing to guarantee meter performance and provide a multi-year battery guarantee?

A10. In the City's long term planning alternative uses of energy such as solar is a key component we wish to adhere to. However if a vendor wishes to offer an alternative the City has no objections. Equipment relying on renewable power will be preferred.

Q11. RFP Section IV, #9 – This section references RFID technology to automatically identify meter location and correct operating parameters. - Will the City accept alternate ways of identifying the meter and downloading correct operating parameters?

A11. Yes, as long as the functionality is equivalent to RFIP technology.

Q12. RFP Section IV, #10 – This section references the ability to fully integrate other product options including sensors and mobile payment applications. - Will the City accept optional bids for integrated product options?

A12. Yes, if the features are comparable to our request.

Q13. RFP Section IV, #17 – This section references cell network communications without wireless hardware installed on light poles. - Will the City consider alternate communications methods if the technical and financial benefits for the City from this trade-off can be quantified?

A13. Yes.

Q14. RFP Attachment A, Price Proposal Form - Footnote #4 on the Price Proposal references additional purchases "at any time during the term of this contract". In RFP Section III, #8, "Contact and Term" states that "The City will issue a purchase order for this project". Similar language is used in Section V of the "City-Contractor Agreement". - What is the term of the contract?

A14. The term of the contract will be three years. The City will issue one or more Purchase Orders for meters during that time.

Q15. In completing the Price Proposal Form table in Section C, is the column labeled "Total" supposed to reference only one year's totals including initial equipment purchase price and a year's worth of recurring meter and transaction fees?

A15. Yes, all financials are for purchase, installation and one year of operations.

Q16. There is an "Annual Use Fee Per Meter" which the footnote says will be paid monthly. Does this mean the column labeled "Price/Unit/Year" should show the annual fee recognizing the City will pay the vendor one-twelfth each month?

A16. Yes.

Q17. The RFP requires a one-year warranty. Does the City require multi-year pricing for extended warranties?

A17. Yes.

Q18. Does the City require pricing for a multi-year battery guarantee?

A18. Yes.

Q19. Please clarify on the Bidder's Qualifications and References form:
"LIST ALL CONTRACTS CURRENTLY ON HAND, SHOWING CONTRACT AMOUNT AND
ANTICIPATED DATE OF COMPLETION" – Should we limit this to our top 5 overall or top 5 in
Massachusetts (the list will be very long if the former)?

A19. Listing the top 5 in Massachusetts will be sufficient.

All other terms and conditions of this bid remain unchanged.

**PLEASE ENSURE THAT YOU ACKNOWLEDGE ALL ADDENDA ON YOUR
BID FORM. FAILURE TO ACKNOWLEDGE ALL ADDENDA COULD
RESULT IN REJECTION OF YOUR BID AS NONRESPONSIVE.**

Thank you.

A handwritten signature in black ink that reads "Nicholas Read". The signature is written in a cursive, slightly slanted style.

Nicholas Read
Chief Procurement Officer