



City of Beverly Hills, CA

ADDENDUM NO. 1

RFP No. 20-170-02

Parking Citation and Permit Management System Including Citation Issuance Devices and Mobile License Plate Recognition Technology

August 13, 2020

To all prospective bidders:

The purpose of the addendum is to make the following changes to the RFP indicated above:

1. Correction is **highlighted**. **RFP Section 4 Background Information** (page 21)

Annual citation issuance and revenue are noted below:

Year	Parking Citations Issued	Manual Parking Citations Issued	Total Parking Citations Issued	Total Parking Citation Revenue
2018	91,316	878	92,194	\$6,404,780.00
2019	71,377	752	72,129	\$5,872,355.00
2020*	24,010	153	24,163	\$1,911,963.00

**2020 numbers are calculated from January 1, 2020 through May 31, 2020.*

2. Eliminated requirements are identified by text **strikethrough**. This requirement is addressed in Section 7.11 and a response is not required for Section 5.1.

RFP Section 5.1 Project Overview (page 23)

~~Proposer shall include a copy of each manufacturer's written warranty statement for any software and/or hardware provided within their Proposal. Proposers shall also provide the details of all warranties that are applicable to the services provided to the City.~~

3. The following requirement has been added:

RFP Proposal Section 6: Citation Management System, Section 7.6 (page 49-50)

Add Item 7. As an option to the City, Proposer shall describe available options for the City to accept in-person credit card payments at the Beverly Hills Police Department counter. Such options may include, but are not limited to, credit card readers (2) and/or standalone kiosks for self-service (assume City provided power and communications source). Unit pricing shall be included with Optional or Enhanced Service Features Section (Row 58) in Appendix E Cost Proposal CitationManagementSystem worksheet.

4. Technical Compliance Matrix CitationManagementSystem Worksheet Deletion

CitationManagementSystem worksheet C100 (Row 107) has been eliminated. Proposer shall respond to this requirement by typing "N/A" in cell F107 on the CitationManagementSystem worksheet in the Technical Compliance Matrix.

5. Technical Compliance Matrix PermitManagementSystem Worksheet Correction

PermitManagementSystem worksheet P71 (Row 79) has been updated. Correction is highlighted.

Contractor must provide a call center for technical support for the customer portal. The calls must be accepted between the hours of 9:00 AM and 9:00 PM PDT/PST, Monday through Friday, excluding City holidays.

Proposers must explicitly include their acknowledgement of the updated hours of operation in the Firm Response Comments in Cell F79.