



**Finance Department**  
Purchasing Division

**REQUEST FOR PROPOSALS (RFP)**  
**Specification No. 17-11084**  
**FOR**  
**MOBILE PAYMENT FOR PARKING**  
**PROPOSALS WILL NOT BE OPENED AND READ PUBLICLY**

**ADDENDUM "A"**  
11/18/2016

Dear Proposer:

Questions received from proposers along with answers are attached.

**Proposals/bids must be received no later than 2:00 pm, on Thursday, December 1, 2016.** All responses must be in a sealed envelope and have "**Mobile Payment for Parking**" and **Specification No. 17-11084** clearly marked on the **outer most mailing envelope**.

**Mail or Hand Deliver To:**  
City of Berkeley  
Finance Department/General Services Division  
2180 Milvia Street, 3rd Floor  
Berkeley, CA 94704

Proposals/bids will not be accepted after the date and time stated above. Incomplete bids that do not conform to the requirements specified herein will not be considered.

Thank you for your interest in working with the City of Berkeley for this service. We look forward to receiving your response.

Sincerely,

Shari Hamilton  
General Services Manager

## Addendum "A"

### Questions and Answers for Specification No. 17-11084 Mobile Payment for Parking

The City of Berkeley has received questions from some potential respondents regarding **Specification No. 17-11084**, Mobile Payment for Parking. In an effort to provide the same information to all, listed below are the questions received to date, with responses from City staff.

1. Q. What was the total parking revenue collected in 2015?  
1. A. Parking meter revenue for fiscal year (FY) 2015 (July 2014 to June 2015) was \$9,008,136.
  
2. Q. What was the percentage of revenue collected by CC?  
2. A. The percentage of parking meter revenue generated by credit cards was 73% in FY 2015.
  
3. Q. What was the percentage collected by cash/coins?  
3. A. The percentage of parking meter revenue generated by cash and/or coins was 27% in FY 2015.
  
4. Q. How many parking transactions did Berkeley have in 2015?  
4. A. Berkeley transitioned from a combination of IPS single-space and Cale Pay & Display meters to all IPS meters during 2015 and early 2016, so a full record of transactions in FY 2015 is not available. However, using more recent data, we estimate over 6 million total parking meter transactions in calendar year 2016.
  
5. Q. Will the City require proof of PCI Certification in the form of being listed on Visa Website?  
5. A. The City will require proof of "Attestation of Compliance." Companies that store, process, or transmit cardholder data are required to validate their compliance with the requirements of the Payment Card Industry Data Security Standard (PCI DSS). Obtaining a PCI DSS Report on Compliance (ROC) and Attestation of Compliance (AOC) demonstrates a company's commitment to payment card security.
  
6. Q. Will the City be handling the CC fees for mobile payments in the same way they are for the IPS meters?  
6. A. The City plans to cover credit card fees for mobile payments. However, the precise fee structure is to be determined based on the nature of bidder proposals.
  
7. Q. [Provide a] List of Items, Schedule of Requirements, Scope of Work, Terms of Reference, Bill of Materials required.  
7. A. Please refer to the RFP, which is posted here:  
[http://www.ci.berkeley.ca.us/Finance/Home/Current\\_Bid\\_and\\_Proposal\\_Opportunities.aspx](http://www.ci.berkeley.ca.us/Finance/Home/Current_Bid_and_Proposal_Opportunities.aspx)
  
8. Q. [Provide a] Soft Copy of the Tender Document through email.  
8. A. Please see the response to question 7.

9. Q. [Provide the] Names of countries that will be eligible to participate in this tender.

9. A. This is available in the attachments to the RFP. Please see the response to question 7.

10. Q. [Provide] Information about the Tendering Procedure and Guidelines.

10. A. This information is available in the RFP. Please see the response to question 7.

11. Q. [Provide the] Estimated Budget for this Purchase.

11. A. This information is available in the RFP. Please see the response to question 7.

12. Q. [Is there] Any Extension of Bidding Deadline?

12. A. No. The final proposal is still due no later than 2pm PST on Thursday, December 2<sup>nd</sup>, 2016, as specified by the RFP.

13. Q. Any Addendum or Pre Bid meeting Minutes?

13. A. There was no pre-bid meeting held for this RFP process. This document constitutes the one Addendum for this RFP.