



# CITY OF HOLLYWOOD, FLORIDA

## PROCUREMENT SERVICES DIVISION

### Solicitation Request Form (Use for bids, RFPs, RLI, RFQs)

CITY OF HOLLYWOOD  
PROCUREMENT SERVICES  
DIVISION  
2016 JUL 28 AM 11:33

Date 07/15/2016

Department/Office Development Services

Division/Area Parking

Contact Person Hal King

Title Parking Administrator

Phone 954-921-3535

Email hking@hollywoodfl.org

1. Product/Service being requested (be specific.) Parking Citation & Permit Database System

2. Detailed description of the products/services function and purpose. Current parking citation issuance and collection processing program is provided by T2 Systems. Contract has already been extended once. In addition, we are requesting an optional hosted License Plate Recognition (LPR) system with hardware for two vehicles. The LPR system is to be integrated directly with the citation system.

Are there alternative products/services capable of performing the required function? No

3. Has this product/service previously been formally solicited by the City of Hollywood?

Yes  No  Unsure

If yes, please provide previous solicitation number. Handheld equipment purchased in 2011; LPR never purchased previously.

4. Has this product/service previously been formally solicited by another government agency?

Yes  No  Unsure

If yes, please provide details and copy if available. National Cooperative Purchasing Alliance Solicitation # 12-16

5. Total estimated cost of the requested product/service? We have a budget of \$400,000 for the project.

*Procurement Service Division use only*

Requisition # R  
BPO \_\_\_\_\_  
(As Applicable)

Purchase Order # P  
(As Applicable)

Blanket Purchase Order # \_\_\_\_\_  
(As Applicable)

Has this cost been approved in your budget?  Yes  No

If yes, provide Account Number (s.) 46.1100.14189.545.006442 \_\_\_\_\_

6. Formal Solicitations must be advertised for a minimum of 10 (ten) days and typically not more than 30 (thirty) days. How long is the Department/Office requesting to advertise this solicitation? 30 Days

7. Is a pre-bid meeting required?  Yes  No

If yes, are you requesting it to be mandatory?  Yes  No

8. Project location? Office of Parking

9. Completion Time: Final completion of this project shall be in 60 calendar days once a Notice To Proceed (NTP) is given to the awarded vendor.

10. Are you requesting this formal solicitation require liquidated damages (liquidated damages are not penalties, they should represent the amount of monies the City will incur/lose if the project is not completed in require time?)

Yes  No

11. Please list any special licenses or certification require to bid. \_\_\_\_\_

12. Are there any outside entities assisting with this solicitation (i.e. Architect, Consultant, etc?)

Yes  No

If yes, please provide the information:

Entity \_\_\_\_\_ Contact Person \_\_\_\_\_

Phone \_\_\_\_\_ Email \_\_\_\_\_

13. Are there attachments associated with this request?  Yes  No

14. Would this purchase(s) result in the potential of future purchases for related products/services being restricted to a particular vendor or create a specific vendor as sole source provider for related items?

Yes  No

If yes, please describe the related products/services and estimated cost(s.)

\_\_\_\_\_

15. Would this purchase(s) result in any future maintenance costs which are not included in the initial purchase?

Yes  No

If yes, please attach a draft maintenance plan which includes cost estimates and funding source(s.)  
We anticipate there will be annual maintainance costs for hardware and software. At this time, however, the costs are unknown.

*Procurement Service Division use only*

Requisition # R \_\_\_\_\_  
BPO \_\_\_\_\_  
(As Applicable)

Purchase Order # P \_\_\_\_\_  
(As Applicable)

Blanket Purchase Oder # \_\_\_\_\_  
(As Applicable)

16. Is this a grant related purchase?  Yes  No

If yes, please provide details (timeline, expiration dates, milestones, special procurement requirements, etc.) \_\_\_\_\_

Will this require matching funds?  Yes  No

What is the grant source? \_\_\_\_\_

What is the grant (dollar) amount? \_\_\_\_\_

17. Does this solicitation for product/service work in conjunction with any other Department/Office or will it impact any other Department/Office?  Yes  No

If yes, please provide details on Department/Office and how We may require Informational Technology staff for participation in the RFP selection committee. We will require Informational Technology to assist with implementation of the project.

Signature(s) below of other Department/Office Director(s) indicates they have reviewed and agree to this Request Form.

Robert S...  
Signature

Information Technology  
Department/Office

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Department/Office

18. Please provide the names of suggested evaluations committee member:  
(NOTE: Committee members should not be direct reports.)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

19. Please provide any specific vendor(s) to be included in the notification of these solicitations.  
T2 Systems, ATTN: Jody Backes, 8900 Keystone Crossing, Ste 700, Indianapolis, IN 46240 - JBackes@t2systems.com

United Public Safety, ATTN: John Holland, 419 Sargon Way, Horsham, PA 19044 - JHolland@UPSafety.net

Duncan Solutions, Inc., 633 West Wisconsin Ave., Ste 1600, Milwaukee, WI 53203

CivicSmart, ATTN: Jeff Rock, 316 N. Milwaukee St., Ste 202, Milwaukee, WI 53202 - JRock@civicsmart.com

EDC Corp., ATTN: Ellen Genung, 13 Dwight Park Dr., Syracuse, NY 13209 - sales@aimsparking.com

Cardinal Tracking, ATTN: Laura Mason, 1825 Lakeway Dr., Ste 100, Lewisville TX 75057 - lmason@cardinaltracking.com

Procurement Service Division use only

Requisition # R \_\_\_\_\_  
BPO \_\_\_\_\_  
(As Applicable)

Purchase Order # P \_\_\_\_\_  
(As Applicable)

Blanket Purchase Oder # \_\_\_\_\_  
(As Applicable)

Complus Data Innovations, ATTN: Stephen Hittman, 560 White Plains Rd., Tarrytown, NY 10591 - stephenh@complusdata.com

NuPark, ATTN: Wendy Gaston, 912 Petaluma Dr., Cedar Park, TX 78613 - wendy.gaston@nupark.com

Tyler Technologies, 526 University Dr. E., Ste 201A, College Station, TX 77840

OmniPark, 108 N Washington St., 6th Fl., Spokane, WA 99201

gtechna USA, 334 Cornelia St., Ste 549, Plattsburgh, NY 12901

Ventek International, 1260 Holm Rd, Petaluma, CA 94954 - Info@VenTek-Intl.com

To be completed by Procurement Services Division upon award recommendation

Advanced search of the vendor recommended for award on the Federal Government's Systems for Award Management at [www.sam.gov](http://www.sam.gov).

Date of Advanced Search \_\_\_\_\_

Company Name(s) Searched

Search Results

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

  
Contact Person's Signature



7/26/16  
Date

  
Supervisor's Signature

7/26/16  
Date

  
Director's Signature

7-26-16  
Date

APPROVAL (Procurement Service Division Use Only)			
Verified By:		Date	<u>8/26/16</u>
Approved By:		Date	<u>8/25/2016</u>

*Procurement Service Division use only*

Requisition # R \_\_\_\_\_  
BPO \_\_\_\_\_  
(As Applicable)

Purchase Order # P \_\_\_\_\_  
(As Applicable)

Blanket Purchase Order # \_\_\_\_\_  
(As Applicable)

RFP-4532-16-JE

Parking Citation & Permit Database System  
 Evaluation Meeting Held: February 16, 2017

Oral Presentations  
 Evaluation Matrix

Proposers:	Cardinal Tracking, Inc.	Complus Data Innovations, Inc.	EDC Corporation	T2 Systems, Inc.
Evaluation Committee Members:				
H. King	1	2	4	3
T. Bacon	1	4	3	2
A. Wingett	1	2	4	3
<b>Totals</b>	<b>3</b>	<b>8</b>	<b>11</b>	<b>8</b>
<b>Rankings</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>2</b>

Rankings: Lowest Total = Highest Ranked

RFP-4532-16-JE

Parking Citation & Permit Database System

Evaluation Meeting Held: January 10, 2017

Evaluation Matrix

Proposers:	Complus Data Innovations, Inc.	Gtechna USA Corporation	NTS Holdings, Inc.	T2 Systems, Inc.	EDC Corporation	Meter Feder, Inc.	NuPark, Inc.	Cardinal Tracking, Inc.	Data Ticket, Inc.	Passport Parking, Inc.
Evaluation Committee Members:										
H. King	94.16	81.83	59	82.79	87.33	54.33	84	93.44	84.16	84.66
T. Bacon	92	73	74	91	81	63	89	77	77	81
A. Wingett	88	70	60	84	83	60	71	77	84	70
<b>Totals</b>	<b>274.16</b>	<b>224.83</b>	<b>193</b>	<b>257.79</b>	<b>251.33</b>	<b>177.33</b>	<b>244</b>	<b>247.44</b>	<b>245.16</b>	<b>235.66</b>
<b>Rankings</b>	<b>1</b>	<b>8</b>	<b>9</b>	<b>2</b>	<b>3</b>	<b>10</b>	<b>6</b>	<b>4</b>	<b>5</b>	<b>7</b>

Rankings: lowest score ranked highest from 1 - 10