

MIAMI BEACH

Request for Qualifications (RFQ) 2023-051-WG MOBILE PARKING PAYMENT SYSTEM

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SECTION 0100 INSTRUCTIONS TO RESPONDENTS & GENERAL CONDITIONS

1. GENERAL. This Request for Qualifications (RFQ) is issued by the City of Miami Beach, Florida (the “City”), as the means for prospective Proposers to submit proposals for the City’s consideration in evaluating qualifications to select a firm with whom it may negotiate an agreement for the purpose noted herein.

The City utilizes Periscope S2G (formally known as BidSync) (www.periscopeholdings.com or www.bidsync.com) for automatic notification of competitive solicitation opportunities and document fulfillment, including the issuance of any addendum to this RFQ. Any prospective Proposer who has received this RFQ by any means other than through Periscope S2G must register immediately with Periscope S2G to assure it receives any addendum issued to this RFQ. Failure to receive an addendum may result in disqualification of proposal submitted.

2. BACKGROUND. On September 11, 2013, the City of Miami Beach (“City”) executed a five (5) year agreement, with two (2), two (2) year renewal options, for pay-by-phone (PBP) parking system services with Parkmobile USA. The agreement is currently set to expire on February 23, 2023. In order to consider a replacement agreement, the City is seeking proposals from firms for a mobile parking payment system.

Through the RFQ, the City will consider qualifications and system functionality and may negotiate an agreement, to include fees, with the proposer(s) deemed to be most qualified.

3. PURPOSE. Through the RFQ process, the City is seeking proposals from qualified providers of a mobile payment solution that enables parking payments for the City’s on-street and off-street facilities via phone, mobile applications, and/or text. The mobile payment system shall be capable of providing real-time web-enabled interfaces with the proprietary platforms described above. The mobile payment system is intended to support existing payment options. The following parking payment systems are in place: multi-space pay stations, municipal permit programs, including business and residential permits, gated revenue control system, and a license plate recognition (LPR) mobile enforcement system.

4. STATEMENT OF WORK REQUIRED. The successful proposer will be responsible for the design and delivery of the system and for the management of all phases of the project (the “Services”). The successful proposer will bear all technical, operational, integration, implementation, and functional responsibility. The successful proposer shall contractually guarantee delivery of a fully functional public mobile payment system and ensure the system is fully operational. The proposed mobile payment system must accommodate various parking rates.

The proposer shall be responsible for all expenses related to providing a mobile payment system, including but not limited to, installation, signage, marketing/advertising, etc. City rate structure is varied and includes flat and hourly rates that differ for residents and visitors. However, other rates and/or geographic areas may be added in the future.

The City will negotiate all fees, including discounted rates to residents with the proposers(s) deemed to be most qualified.

5. ANTICIPATED RFQ TIMETABLE. The tentative schedule for this solicitation is as follows:

RFQ Issued	September 23, 2021
Pre-Proposal Meeting	September 30, 2021 at 10:00 am ET Join on your computer or mobile app Click here to join the meeting Or call in (audio only) +1 786-636-1480 United States, Miami Phone Conference ID: 916 525 649#

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Deadline for Receipt of Questions	October 18, 2021 at 5:00 pm ET
Responses Due	October 28, 2021 at 3:00 pm ET Join on your computer or mobile app Click here to join the meeting Or call in (audio only) +1 786-636-1480 United States, Miami Phone Conference ID: 316 934 347#
Evaluation Committee Review	TBD
Tentative Commission Approval	TBD
Contract Negotiations	Following Commission Approval

6. PROCUREMENT CONTACT. Any questions or clarifications concerning this solicitation shall be submitted to the Procurement Contact noted below:

Procurement Contact:
William Garviso

Telephone:
305 673-7490

Email:
WilliamGarviso@miamibeachfl.gov

Additionally, the City Clerk is to be copied on all communications via e-mail at: RafaelGranado@miamibeachfl.gov, or via facsimile: 786-394-4188.

The Proposal title/number shall be referenced on all correspondence. All questions or requests for clarification must be received no later than ten (10) calendar days prior to the date proposals are due as scheduled in Section 0100-5. All responses to questions/clarifications will be sent to all prospective Proposers in the form of an addendum.

7. PRE-PROPOSAL MEETING OR SITE VISIT(S). A pre-proposal meeting or site visit(s) may be scheduled. Attendance for the pre-proposal meeting shall be via web conference and recommended as a source of information but is not mandatory. Proposers interested in participating in the Pre-Proposal Meeting must follow these steps:

Join on your computer or mobile app

[Click here to join the meeting](#)

Or call in (audio only)

+1 786-636-1480 United States, Miami

Phone Conference ID: 916 525 649#

Proposers who are participating should send an e-mail to the contact person listed in this RFQ expressing their intent to participate.

8. PRE-PROPOSAL INTERPRETATIONS. Oral information or responses to questions received by prospective Proposers are not binding on the City and will be without legal effect, including any information received at pre-submittal meeting or site visit(s). The City by means of Addenda will issue interpretations or written addenda clarifications considered necessary by the City in response to questions. Only questions answered by written addenda will be binding and may supersede terms noted in this solicitation. Addendum will be released through *Periscope S2G*. Any prospective proposer who has received this RFQ by any means other than through *Periscope S2G* must register immediately with *Periscope S2G* to assure it receives any addendum issued to this RFQ. Failure to receive an addendum may result in disqualification of proposal. Written questions should be received no later than the date outlined in the **Anticipated RFQ Timetable** section.

9. CONE OF SILENCE. This RFQ is subject to, and all proposers are expected to be or become familiar with, the City's Cone of Silence Requirements, as codified in Section 2-486 of the City Code. Proposers shall be solely responsible for ensuring that all applicable provisions of the City's Cone of Silence are complied with, and shall be

subject to any and all sanctions, as prescribed therein, including rendering their response voidable, in the event of such non-compliance. Communications regarding this solicitation are to be submitted in writing to the Procurement Contact named herein with a copy to the City Clerk at rafaelgranado@miamibeachfl.gov

10. ADDITIONAL INFORMATION OR CLARIFICATION. After proposal submittal, the City reserves the right to require additional information from Proposers (or Proposer team members or sub-consultants) to determine: qualifications (including, but not limited to, litigation history, regulatory action, or additional references); and financial capability (including, but not limited to, annual reviewed/audited financial statements with the auditors notes for each of their last two complete fiscal years).

11. PROPOSER'S RESPONSIBILITY. Before submitting a response, each Proposer shall be solely responsible for making any and all investigations, evaluations, and examinations, as it deems necessary, to ascertain all conditions and requirements affecting the full performance of the contract. Ignorance of such conditions and requirements, and/or failure to make such evaluations, investigations, and examinations, will not relieve the Proposer from any obligation to comply with every detail and with all provisions and requirements of the contract, and will not be accepted as a basis for any subsequent claim whatsoever for any monetary consideration on the part of the Proposer.

12. DETERMINATION OF AWARD. The City Manager may appoint an evaluation committee to assist in the evaluation of proposals received. The evaluation committee is advisory only to the city manager. The city manager may consider the information provided by the evaluation committee process and/or may utilize other information deemed relevant. The City Manager's recommendation need not be consistent with the information provided by the evaluation committee process and takes into consideration Miami Beach City Code Section 2-369, including the following considerations:

- (1) The ability, capacity and skill of the Proposer to perform the contract.
- (2) Whether the Proposer can perform the contract within the time specified, without delay or interference.
- (3) The character, integrity, reputation, judgment, experience and efficiency of the Proposer.
- (4) The quality of performance of previous contracts.
- (5) The previous and existing compliance by the Proposer with laws and ordinances relating to the contract.

The City Manager may recommend to the City Commission the Proposer(s) s/he deems to be in the best interest of the City or may recommend rejection of all proposals. The City Commission shall consider the City Manager's recommendation and may approve such recommendation. The City Commission may also, at its option, reject the City Manager's recommendation and select another Proposal or Proposals which it deems to be in the best interest of the City, or it may also reject all Proposals.

13. NEGOTIATIONS. Following selection, the City reserves the right to enter into further negotiations with the selected Proposer. Notwithstanding the preceding, the City is in no way obligated to enter into a contract with the selected Proposer in the event the parties are unable to negotiate a contract. It is also understood and acknowledged by Proposers that no property, contract or legal rights of any kind shall be created at any time until and unless an Agreement has been agreed to; approved by the City; and executed by the parties.

14. E-VERIFY. As a contractor you are obligated to comply with the provisions of Section 448.095, Fla. Stat., "Employment Eligibility." Therefore, you shall utilize the U.S. Department of Homeland Security's E-Verify system to verify the employment eligibility of all new employees hired by the Contractor during the term of the Contract and shall expressly require any subcontractors performing work or providing services pursuant to the Contract to likewise utilize the U.S. Department of Homeland Security's E-Verify system to verify the employment eligibility of all new employees hired by the subcontractor during the Contract term.

15. PERISCOPE S2G (FORMERLY BIDSINC). The Procurement Department utilizes Periscope S2G, Supplier-to-Government electronic bidding (e-Bid) platform. If you would like to be notified of available competitive solicitations released by the City you must register and complete your vendor qualifications through Periscope S2G, Supplier-to-Government www.bidsync.com/Miami-Beach. Registration is easy and will only take a few minutes. For detailed instructions on how to register, complete vendor qualifications and submit electronic bids visit <https://www.miamibeachfl.gov/city-hall/procurement/for-approval-how-to-become-a-vendor/>.

Should you have any questions regarding this system or registration, please visit the above link or contact Periscope S2G, Supplier-to-Government at support@bidsync.com or 800.990.9339, option 1, option 1.

16. HOW TO MANAGE OR CREATE A VENDOR PROFILE ON VENDOR SELF SERVICE (VSS). In addition to registering with Periscope S2G, the City encourages vendors to register with our online Vendor Self-Service web page, allowing City vendors to easily update contacts, attachments (W-9), and commodity information. The Vendor Self-Service (VSS) webpage (<https://selfservice.miamibeachfl.gov/vss/Vendors/default.aspx>) will also provide you with purchase orders and payment information.

Should you have any questions and/or comments, do not hesitate to submit them to vendorsupport@miamibeachfl.gov.

17. SUPPLIER DIVERSITY. In an effort to increase the number and diversity of supplier options in the procurement of goods and services, the City has established a registry of LGBT-owned businesses, as certified by the National LGBT Chamber of Commerce (NGLCC) and small and disadvantaged businesses, as certified by Miami-Dade County. See authorizing resolutions [here](#).

If your company is certified as an LGBT-owned business by NGLCC, or as a small or disadvantaged business by Miami-Dade County, click on the link below to be added to the City's supplier registry (Vendor Self-Service) and bid system (Periscope S2G, Supplier-to-Government). These are two different systems and it is important that you register for both.

Click to see acceptable certification and to register: <https://www.miamibeachfl.gov/city-hall/procurement/how-to-become-a-vendor/>.

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SECTION 0200 **GENERAL CONDITIONS**

FORMAL SOLICITATIONS TERMS & CONDITIONS - GOODS AND SERVICES. By virtue of submitting a proposal in response to this solicitation, proposer agrees to be bound by and in compliance with the Terms and Conditions for Services (version dated 10.27.2022), incorporated herein, which may be found at the following link:

<https://www.miamibeachfl.gov/city-hall/procurement/standard-terms-and-conditions/>

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SECTION 0300 PROPOSAL SUBMITTAL INSTRUCTIONS AND FORMAT

1. ELECTRONIC RESPONSES (ONLY). Proposals must be submitted electronically through Periscope S2G (formerly BidSync) on or before the date and time indicated. Hard copy proposals or proposals received through email or facsimile are not acceptable and will be rejected.

A proposer may submit a modified proposal to replace all or any portion of a previously submitted proposal until the deadline for proposal submittals. The City will only consider the latest version of the bid.

Electronic proposal submissions may require the uploading of attachments. All documents should be attached as separate files in accordance with the instructions included in Section 4, below. Attachments containing embedded documents or proprietary file extensions are prohibited. It is the Bidder's responsibility to assure that its bid, including all attachments, is uploaded successfully.

Only proposal submittals received, and time stamped by Periscope S2G (formerly BidSync) prior to the proposal submittal deadline shall be accepted as timely submitted. Late bids cannot be submitted and will not be accepted. Bidders are cautioned to allow sufficient time for the submittal of bids and uploading of attachments. Any technical issues must be submitted to Periscope S2G (formerly BidSync) by contacting (800) 990-9339 (toll free) or S2G@periscopeholdings.com. The City cannot assist with technical issues regarding submittals and will in no way be responsible for delays caused by any technical or other issue.

It is the sole responsibility of each Bidder to ensure its proposal is successfully submitted in BidSync prior to the deadline for proposal submittals.

2. NON-RESPONSIVENESS. Failure to submit the following requirements shall result in a determination of non-responsiveness. Non-responsive proposals will not be considered.

1. Bid Submittal Questionnaire (submitted electronically).

3. OMITTED OR ADDITIONAL INFORMATION. Failure to complete and submit the Bid Submittal Questionnaire (submitted electronically) with the bid and by the deadline for submittals shall render a proposal non-responsive. With the exception of the Bid Submittal Questionnaire (completed and submitted electronically), the City reserves the right to seek any omitted information/documentation or any additional information from Proposer or other source(s), including but not limited to: any firm or principal information, applicable licensure, resumes of relevant individuals, client information, financial information, or any information the City deems necessary to evaluate the capacity of the Proposer to perform in accordance with contract requirements. Failure to submit any omitted or additional information in accordance with the City's request shall result in proposal being deemed non-responsive.

4. ELECTRONIC PROPOSAL FORMAT. In order to maintain comparability, facilitate the review process and assist the Evaluation Committee in review of proposals, it is strongly recommended that proposals be organized and tabbed in accordance with the tabs, and sections as specified below. The electronic submittal should be tabbed as enumerated below and contain a table of contents with page references. The electronic proposal shall be submitted through the "Line Items" attachment tab in Periscope S2G.

TAB 1	Cover Letter and Table of Contents
<p>1.1 Cover Letter and Table of Contents. The table of contents should indicate the tabs, sections with tabs and page numbers to facilitate the evaluation committee's review. The cover letter must be signed by a principal or agent able to bind the firm.</p>	
TAB 2	Experience and Qualifications

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2.1 Qualifications of Proposing Firm. Provide evidence that the proposed solution is an established, proven system that is designed specifically to meet the needs defined herein and has been used successfully by public sector agencies.

For each project that the Proposer submits as evidence of experience for the firm and/or any principal, the following is required: 1) project description, 2) application solution furnished & implemented, 3) agency name, 4) agency contact, 5) contact telephone & email. For each project, identify whether the experience is for the firm or for a principal (include name of principal).

2.2 Qualifications of Proposer Team. Provide an organizational chart of all personnel and consultants to be used for this project if awarded, the role that each team member will play in providing the services detailed herein, including but not limited to system development, installation, implementation, and support of the software product and each team members' qualifications. A resume of each individual, including education, experience, and any other pertinent information, shall be included for each team member to be assigned to this contract.

TAB 3

System Capabilities

Submit detailed information on the following system capabilities. Responses shall be in sufficient detail and include supporting documentation, as applicable, which will allow the Evaluation Committee to complete a fully review and score the proposed product.

- 3.1.1 Provide a detailed description of the system being proposed and its functionality.
- 3.1.2 Include information regarding enhancements or additional modules expected to be available within the next year, including a software refresh schedule.
- 3.1.3 What is your level of commitment to continuous system improvements (upgrades), expansion of system capabilities and providing client support?
- 3.1.4 Describe user interface capabilities, including remote and mobile access.
- 3.1.5 Provide a complete description of any client-side technical specifications and/or hosting requirements for the platform proposed.
- 3.1.6 Identify any third-party software required to provide the functionality required by the City.
- 3.1.7 Describe the customer registration process for the proposed Mobile Parking Payment System, including whether pre-registering over the internet or other method is required for first-time users.
- 3.1.8 Describe billing process. Web based invoices? Mailing out of invoices?
- 3.1.9 Describe the customer's enrollment process, including 24 hour availability, and local vs. toll free number registration number.
- 3.2.0 Describe your customer support services. Hours of Operation? Customer notification process? Ability to provide speedy and accurate resolution? Policy for addressing complaints? Ticket resolution?
- 3.2.1 Does the system identify the car by the license plate or stall number?
- 3.2.2 Is your mobile technology actively used in over 250,000 spaces? If not, how many?
- 3.2.3 Do users receive a text message reminder before a parking session expires?
- 3.2.4 Can users review their profile and parking history online?
- 3.2.5 Can users park using any phone (e.g. not restricted to the phone they registered with)?
- 3.2.6 Does the system have the ability to:
 - a. Utilize maximum stay restrictions?
 - b. Restrict people from re-parking for a set period even after parking expires?
 - c. Have different rates based on the day of the week?
 - d. Have different rates based on time of day?
 - e. Have early bird rates?
 - f. Rates and restrictions can be different for every meter (if desired)?
 - g. Rates and restrictions can be set by zones?

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- h. Restrict user access based on their ID/Password?
 - i. Allow one-time event parking?
 - j. Multiple (flat vs. hourly) rate structure in one (1) facility?
- 3.2.7 Can users park using Text Messaging (SMS)?
- 3.2.8 Can users pay for parking using dial tone and/or voice-based vendor-hosted interactive voice response system?
- 3.2.9 Will there be a toll-free number to initiate or extend parking sessions?
- 3.3.0 Do users have to pay an annual membership fee? If so, how much?
- 3.3.1 Does the system require integration with the meters?
- 3.3.2 Is the system in live use where it integrates to multi-space meters? If so, please provide location and system integration details.
- 3.3.3 Has the pay-by-phone service integrated with or is in use at any gated revenue control systems? If so, please provide location and system integration details.
- 3.3.4 Is your service in live use at over five US locations? If so, where?
- 3.3.5 Does your service integrate with wireless handheld systems? If yes, provide examples of live sites.
- 3.3.6 Is the system/software user-friendly? Please describe in detail.
- 3.3.7 Do you have a marketing plan; i.e. recruitment process, decals, signage, advertisement mediums, etc.?
- 3.3.8 What is the settlement process of your system/software?
- 3.3.9 Is there interface capability?
- 3.4.0 Is there system portability, expandability, and support?
- 3.4.1 Can the system maintain the security, confidentiality of transactions and information? If yes, please describe in detail.
- 3.4.2 Is your system PCI compliant?
- 3.4.3 Do you allow the City to use our own merchant accounts for credit card processing? This is the City's preferred process.
- 3.4.4 If the merchant account is not the City's, what is the turn-around time for payment to the City? The City requires that payment be made within 24 hours of point of sale.
- 3.4.5 Does the City directly receive the credit card payments from our consumers' parking transactions?
- 3.4.6 Can you report on average downtime of service?
- 3.4.7 Do you have web-based parking permits for monthly off-street parking?
- 3.4.8 Do you have web-based parking permits for event off-street parking?
- 3.4.9 Do you have web-based parking permits for residential, student, and business parking?
- 3.5.0 Do you have a phone & web-based violation payment system? If so, does it interface with other violation payment system platforms?
- 3.5.1 Do you have an Electronic Validation System for hotels, businesses, restaurants, etc.?
- 3.5.2 Does your organization develop and own its core technology or is it licensed from a third party?
- 3.5.3 Describe your customer dispute process.
- 3.5.4 Are all reports exportable to Excel or other file formats?
- 3.5.5 Will the City have access to the system database? Who owns the data?
- 3.5.6 Does the system provide any report writing/generating tool?
- 3.5.7 How is the Mobile Parking user fee assessed? Per transaction; monthly; etc. Please explain.
- 3.5.8 Will you provide Miami Beach Residents a discount on your pay-by-phone user fees (per transaction or monthly)? Please explain.
- 3.5.9 Will you provide Miami Beach Residents Mobile Parking service at no charge? Please explain.
- 3.6.0 Do you host and update your system?
- 3.6.1 Is your software Microsoft SQL? Please provide the version of the software.
- 3.6.2 Is your software web-based?
- 3.6.3 Is your software compatible with the Skidata gated revenue control system for payment at garages (Off-Street only).

TAB 4 Approach and Methodology

Submit detailed information addressing how the proposed solution will achieve each portion of the scope of services and technical requirements outlined in Appendix A, Scope of Work and Specifications including but not limited to project planning and implementation (4.1), training (4.2), and maintenance/support information (4.3):

4.1 Project Planning and Implementation Information

4.1.1 Provide a complete sample project plan for this project. Include your firm's approach to project management, implementation, migration, and training issues. Describe the implementation strategy that would be employed to successfully complete the project as well as meet the requirements of the City within the required timeline.

4.1.2 Include a sample project schedule based on the above project plan. Indicate the significant "milestones" in a project of this nature and magnitude.

4.2 Training Information

4.2.1 Describe the training program approach for the City. Include Administrator, Power User, and Full User roles; including in-house training ("Live");

4.2.2 Describe all training manuals and formats available. Describe other methods or training available to City users.

4.3 Maintenance/Support/Warranty Information

4.3.1 Describe the levels and types of ongoing system support and maintenance provided by your firm. Specify the current version of your system, next major upgrade, how often the system is upgraded, and how the upgrades are accomplished.

4.3.2 Indicate how support would be provided to our location (hotline telephone support, email, on-site, helpdesk, etc.). Describe the support escalation process should initial methods of support not adequately address the issue(s).

4.3.3 Describe software and services warranty coverage. Provide any available Service Level Agreement(s) ("SLA") for the City's consideration.

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SECTION 0400

PROPOSAL EVALUATION

1. Evaluation Committee. An Evaluation Committee, appointed by the City Manager, may meet to evaluate each Proposal in accordance with the qualitative criteria set forth below. In doing so, the Evaluation Committee may review and score all proposals received, with or without conducting interview sessions. City staff will assign points for the quantitative criteria. It is important to note that the Evaluation Committee is advisory only and does not make an award recommendation to the City Manager or the City Commission. The results of Step 1 & Step 2 Evaluations will be forwarded to the City Manager who will utilize the results to make a recommendation to the City Commission.

- a. In the event that only one responsive proposal is received, the City Manager, after determination that the sole responsive proposal materially meets the requirements of the RFQ, may, without an evaluation committee, recommend to the City Commission that the Administration enter into negotiations.

- b. The City, in its discretion, may utilize technical or other advisers to assist the evaluation committee in the evaluation of proposals.

2. Qualitative Criteria. Responsive proposals shall be evaluated by the Evaluation Committee in accordance with the following criteria.

Qualitative Criteria	Maximum Points
Experience and Qualifications	35
System Capabilities	40
Approach and Methodology	25
TOTAL AVAILABLE STEP 1 POINTS	100

3. Quantitative Criteria. Following the results of the evaluation of the qualitative criteria by the Evaluation Committee, the Proposers may receive additional points, to be added by City staff, as follows.

Quantitative Criteria	Maximum Points
Veterans Preference	5
TOTAL AVAILABLE STEP 2 POINTS	10

4. Determination of Final Ranking. The sum of qualitative and quantitative scores will be converted to rankings in accordance with the example below:

		Proposer A	Proposer B	Proposer C
Committee Member 1	Qualitative Points	82	74	80
	Quantitative Points	10	5	0
	Total	92	79	80
	Rank	1	3	2
Committee Member 2	Qualitative Points	82	85	72
	Quantitative Points	10	5	0
	Total	92	90	72
	Rank	1	2	3
Committee Member 2	Qualitative Points	90	74	66
	Quantitative Points	10	5	0
	Total	100	79	66
	Rank	1	2	3
Low Aggregate Score		3	7	8
Final Ranking*		1	2	3

It is important to note that the results of the Evaluation Committee process do not represent an award recommendation. The City Manager will utilize the results of the committee process, as well as any other information he deems appropriate to develop his award recommendation to the City Commission, which may differ from the Evaluation Committee process ranking.

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APPENDIX A

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Scope of Work & Special Conditions

RFQ 2023-051-WG
MOBILE PARKING PAYMENT SYSTEM

PROCUREMENT DEPARTMENT
1755 Meridian Avenue, 3rd Floor
Miami Beach, Florida 33139

A1. Scope of Work: The proposed system shall at a minimum be compliant with the following requirements:

1. Software must be compatible with windows current browser, android, and apple smartphone.
2. The proposed system must be PCI compliant.
3. The proposed system must be externally hosted software solution.
4. The vendor must provide an Application Programming Interface (API)/Web services to enable integration with the City of Miami Beach Parking in-house systems. Our IT department provides web services to obtain Parking Permits information which a vendor can access via secure HTTPS protocol with proper authentication and authorization. Some of the functions of such web services are to provide License plate data, so third-party software can process special rate discounts and more.
5. The proposed system must provide the capability to use a separate rate structure for residents.
6. Must accept alternative payment options such as online, by scanning a barcode or QR code; pay by text; or by phone call.
7. Must be compatible with the Skidata gated revenue control system for payment and be able to provide the resident discount at garages (Off-Street only).
8. Ability to pay for parking as a guest, without creating an account.
9. Must provide monthly reports that include: Payment date/time; zone; transaction amount; transaction fee; and last four (4) digits of a credit card.
10. Report must have the capability to be generated by custom dates.
11. Must have the capability to track the user zone location when using app.
12. Must provide 24/7 customer service support.
13. Look-up or query at any time by zone or tag.

A2. Special Conditions

1. **TERM OF CONTRACT.** The term of the Agreement resulting from this RFQ shall be for an initial term of five (5) years.
2. **OPTION TO RENEW.** The City, through its City Manager, will have the option to extend for two (2) additional two-year periods at the City's sole discretion. The successful contractor shall maintain, for the entirety of any renewal period, the same revenue share, terms, and conditions included within the originally awarded contract. Continuation of the contract beyond the initial period, and any option subsequently exercised, is a City prerogative, and not a right of the successful contractor.
3. **ADDITIONAL SERVICES.** Related services not specifically identified in this request may be added to, or deleted from, any resultant contract upon successful negotiations and mutual consent of the contracting parties, and approval by the City Manager.
4. **PROTECTION OF PROPERTY.** The successful contractor will at all times guard against damage to or loss of property belonging to the City of Miami Beach. It is the responsibility of the successful contractor to replace or repair any property lost or damaged by any of its employees. The City of Miami Beach may withhold payment or make such deductions as it might deem necessary to ensure reimbursement for loss or damage to property through

negligence of the successful contractor, its employees or agents.

5. **LICENSES, PERMITS AND FEES.** The contractor shall obtain and pay for all licenses, permits and inspection fees required for this project; and shall comply with all laws, ordinances, regulations and building code requirements applicable to the work contemplated herein. Damages, penalties and or fines imposed on the City or the contractor for failure to obtain required licenses, permits or fines shall be borne by the contractor.
6. **EXAMINATION OF SITE RECOMMENDED.** Prior to submitting its offer, it is advisable that the contractor visit the site of the proposed locations and become familiar with any conditions which may in any manner affect the work to be done or affect the equipment, materials and or labor required. The contractor is also advised to examine carefully the specifications and become thoroughly aware regarding any and all conditions and requirements that may in any manner affect the work to be performed under the contract. No additional allowances will be made because of lack of knowledge of these conditions.

APPENDIX B

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INSURANCE REQUIREMENTS

RFQ 2023-051-WG
MOBILE PARKING PAYMENT SYSTEM

PROCUREMENT DEPARTMENT
1755 Meridian Avenue, 3rd Floor
Miami Beach, Florida 33139