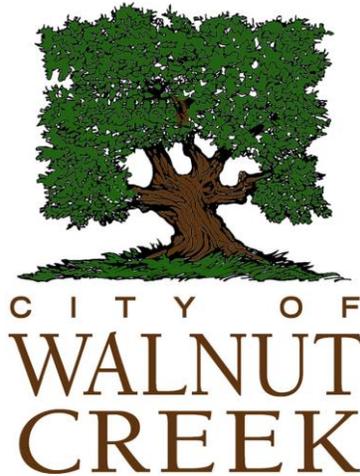


February 26, 2018



**REQUEST FOR PROPOSAL
RFP # CP9907-01**

On-Street Parking Meter Installation

PROPOSALS SUBMITTAL DEADLINE

2:00 p.m. on March 20th, 2018:

The City of Walnut Creek
511 Lawrence Way
Walnut Creek, CA 94596

Attn: Jake Allred
Admin Analyst II
925-943-5899 ext.2248
allred@walnut-creek.org

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Introduction

The City of Walnut Creek (City) through the Public Works Department Traffic Maintenance Division and the 2016-18 Capital Budget, is seeking Proposals from qualified firms or individuals to provide improvement to the existing on-street parking meter payment system (software and hardware) in the City's Downtown. The City will select the best proposed solution from the most qualified firm, while taking current products and services as well as operational flexibility, product innovation, and development of current and future product and service offerings into consideration.

A. Purpose of the RFP

The Request for Proposal (RFP) solicits responses which enable the City to select the most qualified contractor to provide the services detailed in the attached Scope of Work (Attachment A). As a result of the RFP process, the City intends to execute a two-year public works agreement—with the City option to renew for two additional two-year extensions—with the selected contractor.

B. Scope of Work

The Scope of Work includes, but is not limited to the removal and replacement of existing parking meters serving approximately 1600 on-street parking spaces. The actual number of meters to be replaced will be determined in consultation with the selected contractor and will depend on a number of factors, including cost and strategic planning.

Projected duration of this project is May 1, 2018 through July 1, 2018. The City intends to enter into a software agreement with the selected contractor for a two-year period, with the City's option to extend the agreement for two additional two-year periods.

C. Additional Services

The contractor may be asked, at the City's discretion, to perform additional related tasks beyond those currently anticipated above. Any additional services required beyond those set forth in this Agreement shall be performed only if mutually agreed to in writing by the City and the selected contractor. Services may also include additional work, which will be billed as "additional work", at the direction of the Public Works Manager. All work to be performed shall be in accordance with the City of Walnut Creek RFP and Scope of Work (Exhibit B), and shall be overseen by the Public Works Manager. The City reserves the right to ask any other contractor to bid on the same "additional work".

D. Terms and Conditions

The contractor must be able to meet the terms and conditions set forth in the attached Public Works Agreement (Attachment C) and shall not change the wording in the attached specifications or conditions. Any explanation or alternative offered shall be set forth in a letter attached to the front cover of the specification. Alternatives which do not substantially comply with the City's specification cannot be considered. Conditional proposals cannot be accepted. The bidder's attention is directed to the attached Public Works Agreement (Attachment C) for insurance and other contractual requirements.

Upon award of the contract, the successful bidder shall furnish a bond to secure the payment of all claims for labor and material in the amount of 100% of the total bid; the successful bidder shall also furnish a bond for faithful performance in the amount of 100% of the total bid. The faithful performance bond shall cover liquidated damages at \$250/day after mandatory project completion date and shall be valid for a term of twelve (12) months after project completion.

E. Minimum Qualifications

To be considered for award of a contract, the successful bidder must meet the following qualifications:

- a. Possess a valid Business License from the City of Walnut Creek. To obtain such license, please contact the Business License Desk at City Hall, 1666 N. Main Street, Walnut Creek, 3rd Floor or visit the following link: <http://www.walnut-creek.org/departments/administrative-services/obtaining-business-licenses>
- b. Have a minimum of five (5) years of demonstrable experience installing similar parking meters as described in the Scope of Work.
- c. Demonstrate the necessary qualifications to complete the work described in the Scope of Work.

F. Selection Process

1. The City reserves the sole right to judge the contents of each Proposal. The selection process will be governed by the following:
 - a. The proposal must substantially adhere to the instructions and format as specified in this Request for Proposal.
 - b. The evaluation will include a review of all documents and information relating to the Contractor's services, organizational structure, capabilities, qualifications and past performance.
 - c. Contractors should expect to make an oral presentation and interview before the final selection is made.
 - d. The City may evaluate any information from any source it deems relevant to the evaluation.

e. False, incomplete, or unresponsive statements in a Proposal may be sufficient cause for rejection.

2. Short List Selection Process

- f. A review committee will evaluate all responses to the RFP that meet the submittal requirements and submittal deadline. Those submittals that do not meet the submittal requirements or the deadline will not be considered.
- g. Proposals will be ranked and a short list of firms will be established and contacted for interviews.

3. Finalist Selection Process

- h. A single set of interviews with the top ranking firms may be held in order to establish the final ranking. The proposed Project Manager from each firm must lead the interview.
- i. Contractor firms shall provide resumes of key personnel they intend to assign to the project.
- j. A selection group composed of City staff will evaluate the interviews.
- k. A Final Ranking of firms will be based on both the Proposals and rankings from the interview.

G. Evaluation Criteria

The City will evaluate each Proposal to determine which provides the most favorable system in the in the most cost-effective manner. The Proposal should be thorough, comprehensive, detailed and specific in regard to the issues involved in the RFP.

- a. Understanding and approach to the project, including a clear understanding of all issues involved with providing single space parking meter credit card and coin payment services and the proposed installation and service/support plan.
- b. Quality and fitness of the proposed equipment/software to meet the City's needs, including the ability to meet equipment/hardware and software/firmware that meets technical specifications and ability
- c. Capacity and skill to perform or provide services now and in the future.
- d. Experience in providing similar services
- e. Customer references
- f. Ability to meet contract and insurance requirements
- g. Ability to provide options for financing for all or part of the project/services costs
- h. Cost of materials and services

H. Format of RFP

Each Proposal must be submitted in a sealed envelope, clearly identified with the words "RFP# CP9907-01". The submittal should be limited to fifteen (15) pages, including brochures. Covers and dividers are not included in the page count. In addition, any information that needs to be returned should not be submitted. The proposal should include information in the following order:

- a. Cover Letter (2 Pages Maximum):
 - i. Name the submitting firm or individual and describe the work in which the Bidder is engaged. Provide the location of the office that will be performing the work and the name of the project manager.
 - ii. Confirm the Bidder's ability to meet RFP, Contract & Insurance requirements.
 - iii. State why the Bidder should be considered for this project.
- b. Firm and Personnel Experience: Submit a brief history of your firm's qualifications and experience, including that of project team members, providing a description of previous relevant projects/contracts, with a reference and contact information for each. Identify all members of the Bidder's project team that will be involved in the installation, maintenance, commissioning and training of the system (5 pages maximum).
- c. Describe your understanding of the project and a description of the process/approach to be used, including, but not limited to:
 - i. Proposed equipment and software.
 - ii. Proposed project schedule
 - iii. Customer support
 - iv. Proposed warranty language (1 yr. minimum)
 - v. Training programs
 - vi. Ability to provide financing for all or part of the project/services
 - vii. Any additional information as may be pertinent to provide the City with adequate information as to the Bidder's ability to furnish the materials and services provided herein.
- d. References and History:
 - i. Reference related work which best illustrates your qualifications.
 - ii. List all contracts/agreements terminated for convenience or default within the past three years, if any.
 - iii. List any litigation that now affects or may affect the contractor's future ability to perform the scope of work.

- e. Bid Form (Use Attachment B) – Itemizes equipment and installation costs, and includes a lump sum for the Scope of Work as well as a cost schedule for the potential expansion in the number of meters requested by the City.

I. Pre-Submittal Inquiries

The City will hold an optional pre-solicitation meeting at the Corporation Yard located at 511 Lawrence Way, Walnut Creek, CA 94596. Bidders are invited, but not required, to attend. Any questions regarding this RFP should be directed to Jake Allred at 925-943-5899 ext. 2248, allred@walnut-creek.org. Question responses will be posted on the RFP listing located on Ebidboard. A link to the listing may be found on the City’s website at the following link: <http://www.ci.walnut-creek.ca.us/departments/public-works/engineering-services-/capital-investment-program/ebidboard>

All responses must be made on the Bid Proposal provided in Attachment B and meet the minimum requirements set forth in “Section C. Selection Criteria” to be considered for award.

The City of Walnut Creek has determined that prevailing wages apply to this Project. The selected contractor must register with the State Department of Industrial Relations pursuant to Labor Code Section 1725.5 prior to award of a contract.

The selected contractor will enter into a Public Works Agreement (Attachment C) prior to commencing work.

J. Proposal Submission

- a. Proposals meeting the above stated requirements are due no later than 2:00 PM (PST) on February 20, 2018.
- b. Contractors must submit three (3) copies of their proposal. Proposals must be formatted in accordance with the instructions in this RFP. Promotional materials may be attached, but are not necessary and will not be considered as meeting the requirements of the RFP. Proposals shall be in a sealed envelope or package, clearly marked “RFP# CP9907-01”, and shall be delivered to:

CITY OF WALNUT CREEK
PUBLIC WORKS DEPARTMENT
511 LAWRENCE WAY
WALNUT CREEK, CA 94596
ATTN: JAKE ALLRED, ADMINISTRATIVE ANALYST II

- c. Bidders shall complete and include all pages of Attachment B: Bid and References Form in their proposal.

- d. Proposals shall be dated and signed by a representative authorized to enter into contracts for the firm or individual.

K. Timeframe and Deadlines

Date	Description
February 26, 2018	Notification to Contractors/RFP Release Date
March 13, 2018	Deadline to Submit Questions
March 20, 2018 at 2:00 PM	Proposal Submittal Deadline
April 9, 2018	Tentative Interview Date

L. Conclusion

The City reserves the right to accept or reject any or all bids/proposals at its sole discretion, or to alter the selection process in any way, to postpone the selection process for its own convenience at any time, and to waive any defects in the proposal. The City also reserves the right to accept or reject any individual sub-contractor that a bidder proposes to use.

This RFP process shall in no way be deemed to create a binding contract or agreement of any kind between the City and the Contractor. By submitting a response to this RFP, the successful Contractor agrees to execute an agreement with the City in substantially the form as attached to this RFP as “Attachment C”. The City reserves the right to negotiate any and all terms of the agreement, including the Term, Scope of Work and Compensation.

Each bidder submitting a proposal acknowledges and agrees that the preparation of all materials for submittal to the City and all presentations, related costs and travel expenses are the bidder’s sole expense and the City shall not, under any circumstances, be responsible for any cost or expense incurred by the bidder. In addition, each bidder acknowledges and agrees that all documentation and/or materials submitted with the proposal shall remain the property of the City.

Each bidder should be aware that, although the California Public Records Act recognizes that certain confidential trade secret information may be protected from disclosure, the City might not be in a position to establish which submitted information constitutes a trade secret. If a request is made for information marked “confidential”, the City will provide the bidder who submitted such information with reasonable notice to allow the bidder to seek protection from disclosure by a court of competent jurisdiction.

Selection of a proposal and the award of any final contract will be to the lowest qualified, responsible bidder. The City reserves the right to reject any or all proposals, to accept or reject any one or more items of a proposal, or to waive any minor irregularities or informalities in any proposal.

**SCOPE OF WORK
PARKING METER SYSTEM INSTALLATION
RFP# 9907-01**

The Project is located at: **Various locations in Walnut Creek.**

The Project includes, but is not limited to, performing the following work:

Provide labor, materials and equipment necessary to install, maintain and operate an on-street parking meter payment system (software and hardware) to serve approximately 1600 parking spaces, with the City option to include additional meters/spaces. The desired system must support credit card, coin technology, pay by phone and touchless payments.

Contract Time and Working Hours

Projected duration of this project installation is May, 2018 through July 1, 2018. The City intends to enter into a software and service agreement with the selected contractor for a two-year period, with the City's option to extend the agreement for two additional two-year periods. Working hours are 7:00am through 6:00pm Monday through Friday excepting City Holidays. (Alternatively) work during the evenings and/or weekends may be required.

The Scope of Work for the Project shall also include:

General

Service, supplies, and equipment to be provided by the contractor include, but are not limited to the following:

- Labor
- Materials and supplies
- Tools and equipment
- Transportation vehicles
- Administration, management, and maintenance support to perform services as specified
- Traffic Control, as necessary
- Selective demolition, as necessary to complete the scope of work
- Removal and disposal of all waste
- Site control and safety
- General cleanup
- Software installation
- System commissioning
- Training of City staff on operation and maintenance of the meters.
- On-going customer service

Project / Site Conditions

- A. Contractor must notify the City of Walnut Creek Project Manager prior to starting work.
- B. Testing and training on the system shall be coordinated with the City Project Manager.
- C. Contractor shall specify and dedicate a Project Manager for the installation of the project as well as for training and service of the meters.
- D. Protect adjacent buildings, site, infrastructure, and/or landscape from damage during the project.
- E. Maintain safe access for employees and the public to existing walkways and building entries during the project.
- F. The project may need to be completed in phases, to be negotiated after bid award.
- G. Contractor is responsible for all materials delivery, storage, and handling.
- H. All materials, equipment and debris shall be completely removed at the end of each shift.
- I. Contractor is responsible for the verification of all existing conditions and dimensions prior to bid.
- J. In the case of an emergency, work must stop immediately and continue only after prior authorization from the City of Walnut Creek.
- K. Payment and Performance Bonds equal to 100% of the construction (materials, equipment and labor to install) amount are required. Performance bonds shall be for a period of 12 months.
- L. A minimum 12 month warranty that includes all service and maintenance, as well as the inclusion of all upgrades of software and hardware for the life of the system, shall be included in the project, with supporting documentation submitted to the City upon completion of the installation.
- M. Registration with the DIR and submittal of certified payroll through the DIR's website for all construction and/or installation labor is required for this project.
- N. Prevailing wages apply to this project.

Removals / Demolition

All meters to be replaced shall be returned to the City at a location to be specified by the City Project Manager in the pre-construction walkthrough, unless a trade-in negotiation agreement has been made in writing as part of the contract. Trade in or purchase agreements for existing equipment shall be agreed to and included as part of the contract.

Contract and Software Requirements

- A. There shall be no upgrade fee for software for the term of the agreement and any contract extensions made at the City's option.
- B. Software shall have Microsoft Windows compatibility for versions 7 and subsequent.
- C. Contractor shall provide instruction manuals, informational materials and guidance for introducing changes to the existing platform to ensure a smooth transition for public users at no additional cost to the City.
- D. City shall be given the option to expand the number of parking meters at the contract rate shown on Attachment B of the contract, or at a reduced expansion rate.

Technical Requirements

A. General Equipment Specifications

- a. The mechanism must be fully electronic, with solid state semiconductor components. The only moving parts shall be those associated with the required anti-tampering, anti-pullback features of the coin-chute module, and the mechanical locking components.
- b. The exterior cover of the meter that is exposed to outside elements shall be made of a non-corroding, rust-proof, durable material that provides protection from weather and vandalism. The mechanism must be constructed of high-grade, new materials, and be manufactured in conformance with ISO 9001:2008 standards.
- c. The mechanism shall be secure, reliable, easy to use and maintain, and use proven, current technology for both software and equipment.
- d. The mechanism shall be able to wirelessly connect, via a cellular network, to a web-based meter management system (MMS) to provide the current meter status, transmit financial and maintenance data, and retrieve any configuration changes, such that no additional software other than an internet browser shall be required to manage and monitor the meter mechanism.
- e. The mechanism in combination with a web-based meter management system shall wirelessly notify parking operations staff, in real time, of any faults, such as a card reader or coin validator jam. The MMS shall be configurable such that these notifications can be sent by the MMS via a text message, email, or both.
- f. The mechanism must clearly display to the user all available enforcement information behind a vandal resistant window.
- g. The mechanism shall have an easy to read graphical liquid crystal display (LCD screen), which can be backlit for night time viewing. The display shall be able to display metered time in a format of two digits to show hours and two digits to show minutes, separated by a colon (i.e. HH:MM) and shall be able to indicate negative parking time, parking rates, maximum park time, current time of day, expiry time, and shall be programmable wirelessly via the MMS from a remote location.
- h. The mechanism shall meet and have passed applicable Radiated Emissions testing as per FCC Part 15, Subpart B (US) and ICES-002 (Canada), and the mechanism shall display an appropriate label attesting to this testing.
- i. The cellular modem(s) installed in the mechanism shall be fully approved, comply with, and/or meet all required carrier and regulatory agency requirements including FCC and Industry Canada, EMC and Health & Safety, and be installed such that all regulatory grant conditions are being met.

- j. The mechanism payment software shall be Payment Application Data Security Standard (PA-DSS) validated by a Payment Application Qualified Security Assessor (PA-QSA).
- k. The mechanism must operate without the use of electro-mechanical parts such as motors or solenoids, and all internal circuit boards and connectors shall be protected or designed to allow them to work in a harsh outdoor environment. The mechanism must indicate “paid” and “expired” states without the use of any mechanical or moving parts.
- l. The mechanism shall operate reliably and remain fully functional within the accepted industrial temperature range of -30°C to 80°C (-22°F to 176°F). When attached to an industry standard vault housing, it shall be able to withstand prolonged exposure to intense UV radiation, street vibration, rain, sleet, humidity, dust, and other normal environmental conditions found in typical urban environments.
- m. The mechanism shall support payment for parking time by valid coin currency, contact (chip) type stored value smart cards, and major credit card brands including Visa and MasterCard (via a magnetic strip reader), smart memory and microprocessor cards, as well as optionally support NFC/contactless payments using Bank issued/NFC enabled credit cards and other mobile NFC capable devices. The mechanism shall optionally support payment by NFC/contactless enabled credit cards or mobile devices and shall be able to accept remote payments from mobile devices (i.e. apple pay/android pay).
- n. Coin chutes must be interchangeable from one mechanism to another without any need for calibration or “coin training” of the exchanged coin chute and must be easily and quickly replaced and/or serviced in the field without the use of tools.
- o. The circuit boards of the mechanism shall be physically protected from damage during transport or during regular maintenance.
- p. The mechanism shall be such that it protects the coin and card payment devices, but allows for direct inspection of either, as well as the detection and removal of card slot debris or coin chute jams with minimal disassembly of the mechanism while in the field.
- q. Identification of—and repair and/or correction of—all routine coin chute and card slot jams shall be possible in the field without removal/replacement of the entire mechanism.
- r. The mechanism shall have a modular design and meter components and sub-assemblies that can be easily and quickly changed in the field or repair shop with minimal effort and with removal of the fewest possible screws and fasteners.

- s. The mechanism shall support a user interface located on the front face of the meter, allowing the user to increment or decrement purchase amount, confirm the purchase/action, cancel the purchase/action, or optionally select the left or right parking space. The entire front display must be clearly visible to the user when making a transaction while standing in front of the meter.
 - t. Pressing the user buttons must provide audible feedback to the user.
 - u. All transaction and maintenance event data must be recorded to non-volatile memory immediately at the time of the event. All transaction and maintenance event data shall be retained during battery failure and/or removal. At no time shall sensitive credit card data be stored in non-volatile memory on the mechanism. The mechanism shall have the ability to wirelessly communicate usage, payment status and maintenance alert data in real time.
 - v. The mechanism shall provide a minimum of 256 kilobytes of re-programmable memory for the meter application, configuration and/or data storage, and provide an additional 1 megabytes of serial flash memory for data storage.
 - w. The mechanism shall support at least one additional expansion port for future operational hardware or accessories.
 - x. The mechanism must have the ability to control either one space or two spaces without any additional hardware required.
 - y. The mechanism must have left and right space visual indicators for ease of space selection.
- B. Power Source Details
- a. The mechanism shall support only one (1) fully rechargeable battery pack. The mechanism shall not have any battery directly soldered or attached to any internal circuit boards such that it cannot be easily replaced in the field. The mechanism shall employ intelligent power management and solar power harvesting circuits. An accurate measure of battery pack/storage cell voltage and health/status shall be reported at regular intervals, and the mechanism shall be able to detect pending battery failure and provide adequate alert notification of the need for battery replacement.
 - b. The mechanism must be able to operate for a minimum of twelve (12) months before battery low indication or replacement (dependent on use, configuration, climate and operating conditions and using a combination of rechargeable and non-rechargeable battery packs). A “low battery” indicator on the front display must be activated when the mechanism detects a low battery condition which shall indicate that there are between ten and thirty days of battery life remaining.
 - c. The mechanism shall use a minimum 1 Watt, weather-proof solar panel in combination with a rechargeable battery pack to provide ongoing or renewable

power to the mechanism. The rechargeable battery or an equivalent power storage cell shall be charged by a solar panel which is integrated into the housing cover panel. The rechargeable battery pack or an equivalent power storage cell shall be easily replaceable in the field at the end of its operational life.

C. Coin and Credit Card Payment

- a. Coins shall be inserted through a vandal resistant, heavy-duty stainless steel entrance that is easily replaceable that shall accept dollar, 25 cent, 10 cent and 5 cent coins.
- b. Coin entrance shall deny entry of bent and oversized coins and shall allow for easy inspection, detection and quick removal of foreign objects. Anti-pull back levers shall be included.
- c. The mechanism must support secure real-time authorization of credit cards as well as support “hold and send” type authorization of credit cards in a PCI compliant manner.
- d. Contractor shall be certified with the Federal Communications Commission and relevant carriers to complete wireless transmissions.
- e. The mechanism shall use a single card slot for credit cards or contact type chip cards. The user shall have the ability to adjust the amount of desired parking time to be purchased and/or cancel the transaction. Users must be able to add time using a credit card, chip card, coins, or any combination of these payment methods to a new or existing parking session.
- f. Obstruction of either the card slot or coin slot shall not render the mechanism inoperable from using the unobstructed payment option.
- g. The mechanism must be able to upgrade or retrofit to a contactless payment scheme.
- h. The mechanism must accept pay by phone payments. A relationship with Park Mobile is preferable, but not required.

D. Additional Requirements

- a. The contractor shall provide an API to the City such as Smarking, Inc., or other third party platform, that communicates real time and historical transactional information (payment time, payment amount, length of stay, etc.).
- b. The system shall be able to integrate with parking enforcement software.
- c. The contractor shall have the ability to integrate with parking sensor or video detection technology to facilitate a dynamic parking guidance/wayfinding system.

- d. The mechanism shall provide a transaction log that stores time stamped card and/or coin, insertion data (including both valid and invalid data). The data shall be periodically transmitted to the MMS.
 - e. The mechanism shall provide a count of the coins by denomination.
 - f. All operational, maintenance and financial audit data shall be sent wirelessly.
 - g. The mechanism shall be equipped with a 365-day calendar, real time clock and must be capable of implementing multiple rate structures as required depending on time of day and day of week. The real time clock shall operate continuously regardless of implemented structures and shall be programmable wirelessly.
 - h. The mechanism shall retain date and time settings and all data storage during battery replacement, and shall operate for up to five minutes in battery replacement situations.
 - i. The mechanism real time clock shall be accurate with an error of not more than ± 2 seconds over a twenty-four hour period and sync with the time on the MMS every time it communicates with the MMS (no less than once per day).
- E. Meter Management System (MMS)
- a. The mechanism shall feature a peripheral port interface, which shall be connected to the mechanism's microprocessor. The port shall be capable of inputting and retrieving data to and from the mechanism or incorporating future upgrades.
 - b. Communications with the mechanism shall include, but are not limited to, the ability to:
 - i. Set current date and time of day automatically;
 - ii. Load mechanism profiles which include rate, max time, hours of operations;
 - iii. Load factory-provided configuration files and coin tables;
 - iv. Retrieve meter audit (usage) information since the last audit, including meter identification;
 - v. Retrieve maintenance and payment logs;
 - vi. Load and manage remotely the mechanism display screens.
 - c. The mechanism shall be capable of transmitting wireless data for the purposes of payment card processing, coin transactions, updates to the operating features, and rate configuration of the meter, as well as fault notification.
 - d. All communication modes shall securely send and receive data, only from authorized communications devices or servers.
 - e. Meter and MMS shall communicate using, at minimum, a 4G wireless connection.

- f. The MMS shall provide a variety of reports and functions, including financial, technical, and administrative functions via a single, internet-based portal. Reports and functions shall include, but are not limited to:
 - i. Credit card reconciliation (daily, weekly, monthly, annually).
 - ii. Daily revenue reports sent as an HTML or CSV file direct to the client's server using FTP protocol.
 - iii. Cash collection reports by date, time, meter number and collector.
 - iv. Accumulative totals of all cash and card transactions (daily, weekly, monthly or annually).
 - v. Revenue summary reports (daily, weekly, monthly, annually, by zone, route, street or meter number).
 - vi. Cash payment amount made at meter(s) since last audit/collection.
 - vii. Individual transactions (cash or credit) by meter number.
 - viii. Location of meters on a map, with statistical mouse-over feature.
 - ix. Adjudication reports.
 - x. Meter uptime (over time, by zone, street, and meter number).
 - xi. Meter paid occupancy reports.
 - xii. Exception reports for units not performing as required (communications or payment faults).

- g. The MMS shall be capable of exporting reports to a variety of common Microsoft file formats including, but not limited to Excel, Access, and Word.

- h. The MMS shall have the ability to change rates and other operating parameters remotely and access to the MMS shall be available at all times (24 hours per day/7 days per week) via the internet.

- i. The MMS must be capable of reporting similar information from other equipment (such as multi-space equipment, traditional equipment) using the same web-based software package.

Quality Control and Acceptance

The Project shall be constructed in accordance with this scope of work, the City of Walnut Creek Standard plans, standard industry practices and guidelines, and is subject to inspection and approval by the City of Walnut Creek Public Works Department Project Manager or their designee. Notwithstanding the presence of a City representative, the Contractor is responsible for performing the work in accordance with this scope of work and all applicable laws and ordinances.

**BID SCHEDULE FORM FOR
SINGLE SPACE PARKING METERS
RFP # CP9907-01**

TO: Public Works Manager – Traffic Maintenance Division

The undersigned declares that he has carefully examined the Request for Proposal, including all attachments, and is satisfied as to the field conditions he will encounter. The Bidder proposes to furnish all materials, labor and equipment and to do all work required to complete the project in accordance with the Scope of Work (Attachment A), for the prices set forth in the following schedule (prices shall include all applicable taxes):

Bid Schedule

BID ITEM	DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	TOTAL PRICE
1	PERFORM ALL CONSTRUCTION AND/OR INSTALLATION WORK AS SHOWN IN ATTACHMENT A – TURN-KEY PURCHASE AND INSTALLATION OF METERS	1 Job	LS	LS	
2	PERFORM INSTALLATION AND COMMISSIONING OF SOFTWARE AND CONFIGURATION WITH METERS	1 Job	LS	LS	
3	ANNUAL SOFTWARE SETUP/RENEWAL COST (IF SEPARATE FROM BID ITEMS 1 AND 2 ABOVE)	2 YEARS (ONE CONTRACT TERM)	LS	EA	
TOTAL BID PRICE					

Full compensation for the items of work, which are not covered under the contract bid item, and described in the scope of services, shall be considered as included in the prices paid for the various contract items of work involved, and no additional payment will be made thereof.

Quantities. The foregoing quantities are approximate only, being given as a basis for the comparison of bids. The City does not, expressly or by implication, agree that the actual amount of Work will correspond with the quantities, but reserves the right to increase or decrease the amount of any class or portion of the Work, or to omit any portion(s) (this includes complete base bid items) of the Work, as the Engineer deems necessary or advisable, at the contract price. Price negotiations on the contract prices are optional if the actual amount of Work is different from the above estimates by 25% or greater.

All items are based on an in-place condition.

The undersigned further agrees to execute the required contract(s), within ten (10) calendar days of notification that the contracts are ready for signature.

The undersigned is licensed in accordance with the State of California Contractor's License Law.

License No. _____

Class _____

Expiration Date _____

If firm is an individual, so state. If a firm co-partnership, state the firm name and give the names of all individuals or co-partners composing the firm. If a corporation, state legal names of corporation and also names of President, Secretary, Treasurer, and Manager thereof.

Under penalty of perjury, I declare that to the best of my knowledge and belief the representations made herein are true, correct and complete.

SIGNATURE OF BIDDER _____

Print or Type Name, Address and Telephone Number:

DATED: _____, 2018.