

Purchasing Department**Kathryn Kasper**
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Honorable Mayor John Dickert and the
Members of the Common Council
730 Washington Avenue
Racine, WI 53403

Ladies and Gentlemen:

I am requesting permission to appear before the Transit and Parking Commission to discuss the results of Official Notice #23-2016, Request for Proposals for Mobile Payment for Parking. This proposal was opened on December 14, 2016.

The Request for Proposals technique is frequently used by the City when bidding for services as opposed to bidding for goods or when price is not the major determining factor in a purchase.

We received three (3) responses. The responses were read and evaluated according to the criteria outlined in the RFP by the selection committee. The evaluation criteria for this RFP were based on applicability of proposed solution to city needs (30%), experience with similar projects/reference (20%), integration with current technology (20%), and cost (30%).

The selection committee for this RFP consisted of Michael Maierle, Transit and Parking System Manager; Thomas Eeg, Assistant Commissioner of Public Works/Operations, Kelly Madisen, Parking Enforcement, Thierno Ndao, Information Systems and Devin Sutherland of Downtown Racine Corporation. The Purchasing Agent coordinated the evaluations, but was not a voting member of the evaluation committee.

Based on the scoring of this RFP the selection committee is recommending that the Purchasing Agent be authorized to negotiate with Passport for the provision of Mobile Payment for Parking.

It is anticipated that this service will be provided at no cost to the City, but service charges will be passed along to the users of the service.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Kathryn Kasper", is written over a horizontal line.

Kathryn Kasper
Purchasing Agent

cc: Mr. Mike Maierle
Mr. Thomas Eeg