

SOUTHEASTERN REGIONAL TRANSIT AUTHORITY
REQUEST FOR PROPOSALS
ELECTRONIC PARKING REVENUE SYSTEM

The Southeastern Regional Transit Authority (SRTA) is seeking proposals from qualified firms for an Electronic Pay-By-Space Parking Revenue Collection System to be installed at the SRTA Intermodal Transportation Centre at 118 Fourth Street in Fall River, MA.

System requirements and instructions to proposers are enclosed. Proposals must be received by March 29, 2013 at 2:00 p.m. A pre-proposal meeting and facility tour will be held on March 8, 2013 at the SRTA facility at 118 Fourth Street, Fall River MA 02720 at 1:00 pm.

The procurement is being financed in part with funds from the U.S. D.O.T., Federal Transit Administration and is subject to the terms and conditions of the contract for financial assistance. Disadvantaged enterprise firms are encouraged to respond.

Erik B. Rousseau
Administrator
February 28, 2013

SOUTHEASTERN REGIONAL TRANSIT AUTHORITY

INVITATIONS FOR PROPOSALS
FOR
ELECTRONIC PAY-BY-SPACE PARKING REVENUE SYSTEM

To be Installed at the

SRTA Intermodal Transportation Centre
118 Fourth Street
Fall River, MA 02720

Deadline for Proposals:

March 29, 2013
at
2:00 p.m.

Southeastern Regional Transit Authority
700 Pleasant Street Suite 320
New Bedford, MA 02740
Erik B. Rousseau, Administrator
508-997-6767

Request for Proposals General Provisions

I. Introduction

The Southeastern Regional Transit Authority (SRTA) is seeking proposals from qualified firms to design, deliver and install electronic pay-by-space parking revenue collection system consisting of one pay-by-space machines and associated software, support and training. The machines are to be installed at the parking deck at the SRTA Intermodal Transportation Centre at 118 Fourth Street. Fall River, MA.

II. General Requirements

1. Three (3) copies of the proposal must be received by SRTA no later than March 29, 2013 at 2:00 p.m. at the following address:

Southeastern Regional Transit Authority
700 Pleasant Street, Suite 320
New Bedford, MA 02740

Attn: Erik B. Rousseau, Administrator

Proposals must be placed in a sealed envelope clearly marked on the outside "Proposal for Pay-by-Space Parking System."

2. The proposal must be printed on 8 ½" by 11" paper.

III. Proposal Content

- a. Identify the proposer including name, address, phone, fax number and e-mail address for contact person. If a joint venture or partnership, all joint ventures or partners must be identified.
- b. Description of the proposer's experience in similar projects.
- c. At least three (3) references with phone numbers at which they can be contacted.
- d. List of facilities where equipment similar to that being proposed has been installed by the proposer over the past three (3) years.
- e. Detailed description and specifications for all equipment, system capability, management and reporting and audit system

- Pay-by-space automated parking machine including a description of the size, color, and compliance with ADA regulations
 - Wireless two-way communication plan
 - Fee collection methods proposed
 - Software management capabilities/hardware interface
 - Parts/spare parts provided
 - Training program
 - Development and Installation work plan and schedule
 - Warranty and system support, parts availability, etc.
 - Optional equipment/system upgrades
- f. An itemized cost proposal for all hardware, software, related equipment, training, installation and support and on-going maintenance contracts.
- g. Identify at least two sources for the purchase of additional smart cards.
- h. Clearly identify any exceptions or deviations from the project schedule system and requirements.
- h. Required Certifications

Proposers are free to provide existing promotional material along with the proposal.

IV. Evaluation Criteria

The following criteria will be used in evaluation proposals. The criteria are listed in order of importance.

- Conformity with the system requirements
- Durability and maintenance
- Price
- Installation and acceptance plan
- Warranty and system support, e.g. help line, response time, parts availability.

V. Evaluation Process

All proposals received from responsive proposers will be evaluated according to the Evaluation Criteria. SRTA may make a selection based on the original proposals, without

negotiating with any proposer. Award of this contract will be subject to the satisfactory conclusion of negotiations.

SRTA reserves the right to request additional information from any proposer at any time during the evaluation and selection process.

VI. Contract Negotiations

If, as a result of the evaluation of the proposals, SRTA determines that more than one offeror is within a competitive range, SRTA will negotiate with all offerors within the competitive range – that is, with all offerors that SRTA determines have a reasonable chance of being selected for award based on the professional and technical elements of their proposal. SRTA may request a “best and final offer.” The award will be made to the responsible firm whose proposal is most advantageous to SRTA consistent with the stated evaluation criteria.

Upon completion of the negotiations, a notice of award will be issued to the successful proposer. All other proposers will be notified of the outcome of the selection process and given an opportunity for debriefing, if requested.

VII. Proposal and Modifications

The proposal and all other accompanying documents or materials submitted by the respondent will be deemed to constitute part of the proposal. Changes in the certificates, alternative proposals, or modification of the proposal documents that are not specifically call for in the RFP will result in rejection of the proposal. Any proposed change in the response to the RFP should be submitted in writing to SRTA for its prior approval. The submitted proposal must not contain erasures, changes, or corrections. Any changes made to this Invitation for Proposal will be made by addendum and will be sent to all respondents. Should an addendum be issued, certification or receipt of such must be included in the proposal. Any attempt made by a firm or firms to influence this procurement outside of SRTA’s process will be disqualified and documented.

VIII. Withdrawal of Proposal

Proposals may be withdrawn by written request received by SRTA at any time prior to the deadline for proposals. No proposal may be withdrawn for a period of 60 days after the deadline set herein for receipt of proposals.

IX. Cost of Proposal Preparation

No reimbursements will be made by SRTA for any costs incurred in the preparation of the proposal.

X. Required Certifications

The attached certifications must be signed in submitted with the proposal and will be incorporated into any contract resulting from this solicitation.

XI. Inquiries and Correspondence

All correspondence and questions relating to this RFP should be addressed to:

Erik B. Rousseau, Administrator
Southeastern Regional Transit Authority
700 Pleasant Street Suite 320
New Bedford, MA 02740

Or by E-mail at: info@srtabus.com

Written questions must be received by SRTA no later than March 15, 2013.

XII. Pre-Proposal Meeting

A pre-proposal meeting and facility tour will be held at the SRTA Intermodal Transportation Center, 118 Fourth Street, Fall River, MA 02720 at 1:00 pm on March 8, 2013.

XIII. Bid Protest Procedures

The bid protest procedures for third party contract awards, which will govern any appeals arising out of this procurement is attached. .

XIV. Required Terms and Conditions

The following Terms and Conditions will become part of any resulting contract.

REQUIRED FEDERAL TERMS & CLAUSES
APPLICABLE TO ALL CONTRACTS EXCEPT AS NOTED

Revised February, 2013

NO FEDERAL GOVERNMENT OBLIGATION TO THIRD PARTIES

(1) The Purchaser and Contractor acknowledge and agree that, notwithstanding any concurrence by the Federal Government in or approval of the solicitation or award of the underlying contract, absent the express written consent by the Federal Government, the Federal Government is not a party to this contract and shall not be subject to any obligations or liabilities to the Purchaser, Contractor, or any other party (whether or not a party to that contract) pertaining to any matter resulting from the underlying contract.

(2) The Contractor agrees to include the above clause in each subcontract financed in whole or in part with Federal assistance provided by FTA. It is further agreed that the clause shall not be modified, except to identify the subcontractor who will be subject to its provisions.

PROGRAM FRAUD AND FALSE OR FRAUDULENT STATEMENTS AND RELATED ACTS

31 U.S.C. 3801 et seq.
49 CFR Part 31 18 U.S.C. 1001
49 U.S.C. 5307

These requirements flow down to contractors and subcontractors who make, present, or submit covered claims and statements. (1) The Contractor acknowledges that the provisions of the Program Fraud Civil Remedies Act of 1986, as amended, 31 U.S.C. § 3801 et seq. and U.S. DOT regulations, "Program Fraud Civil Remedies," 49 C.F.R. Part 31, apply to its actions pertaining to this Project. Upon execution of the underlying contract, the Contractor certifies or affirms the truthfulness and accuracy of any statement it has made, it makes, it may make, or causes to be made, pertaining to the underlying contract or the FTA assisted project for which this contract work is being performed. In addition to other penalties that may be applicable, the Contractor further acknowledges that if it makes, or causes to be made, a false, fictitious, or fraudulent claim, statement, submission, or certification, the Federal Government reserves the right to impose the penalties of the Program Fraud Civil Remedies Act of 1986 on the Contractor to the extent the Federal Government deems appropriate.

(2) The Contractor also acknowledges that if it makes, or causes to be made, a false, fictitious, or fraudulent claim, statement, submission, or certification to the Federal Government under a contract connected with a project that is financed in whole or in part with Federal assistance originally awarded by FTA under the authority of 49 U.S.C. § 5307, the Government reserves the right to impose the penalties of 18 U.S.C. § 1001 and 49 U.S.C. § 5307(n)(1) on the Contractor, to the extent the Federal Government deems appropriate.

(3) The Contractor agrees to include the above two clauses in each subcontract financed in whole or in part with Federal assistance provided by FTA. It is further agreed that the clauses shall not be modified, except to identify the subcontractor who will be subject to the provisions.

ACCESS TO RECORDS AND REPORTS

49 U.S.C. 5325
18 CFR 18.36 (i)
49 CFR 633.17

The Contractor agrees to maintain all books, records, accounts and reports required under this contract for a period of not less than three years after the date of termination or expiration of this contract, except in the event of litigation or settlement of claims arising from the performance of this contract, in which case Contractor agrees to maintain same until **SRTA**, the State of Massachusetts, the FTA Administrator, the Comptroller General, or any of their duly authorized representatives, have disposed of all such litigation, appeals, claims or exceptions related thereto. Reference 49 CFR 18.39(i)(11). The Contractor agrees to permit any of the foregoing parties to reproduce by any means whatsoever or to copy excerpts and transcriptions as reasonably needed.

FEDERAL CHANGES

49 CFR Part 18

The Contractor shall at all times comply with all applicable FTA regulations, policies, procedures and directives, including without limitation those listed directly or by reference in the [Master Agreement](#) between Massachusetts Department of Transportation and FTA, as they may be amended or promulgated from time to time during the term of this contract. Contractor's failure to so comply shall constitute a material breach of this contract.

TERMINATION

49 U.S.C. Part 18

FTA Circular 4220.1F

Applicable to all contracts in excess of \$10,000.

a. Termination for Convenience (General Provision) SRTA may terminate this contract, in whole or in part with written notice to the Contractor when it is in the best interest of the government to do so. The Contractor shall be paid its costs, including contract closeout costs, and profit on all work performed up to the time of termination. Upon termination the Contractor will be paid its . The contractor will be paid for all work performed up to the time of termination. If the Contractor has any property in its possession belonging to SRTA, the Contractor will account for the same, and dispose of it in the manner SRTA directs.

b. Termination for Default [Breach or Cause] (General Provision) If the Contractor does not deliver in accordance with the contract and fails to perform in the manner called for in the contract, or if the Contractor fails to comply with any other provisions of the contract, SRTA may terminate this contract for default. Termination shall be effected by serving a notice of termination on the contractor setting forth the manner in which the Contractor is in default. The contractor will only be paid the contract price for supplies delivered and accepted, or services performed in accordance with the manner of performance set forth in the contract. If it is later determined by SRTA that the Contractor had an excusable reason for not performing, such as a strike, fire, or flood, events which are not the fault of or are beyond the control of the Contractor, SRTA, may treat the termination as a termination for convenience. In this case SRTA reserves the right to purchase the fuel Bid under this document on the open market or from the next lowest Bidder.

c. Opportunity to Cure (General Provision) SRTA in its sole discretion may, in the case of a termination for breach or default, allow the Contractor [an appropriately short period of time] in which to cure the defect. In such case, the notice of termination will state the time period in which cure is permitted and other appropriate conditions.

If Contractor fails to remedy to SRTA satisfaction the breach or default of any of the terms, covenants, or conditions of this Contract by the next delivery date regarding any technical specification of this procurement or after five business days from the date of written notice from SRTA setting forth the nature of said breach or default pertaining to general contractual terms or conditions, SRTA shall have the right to terminate the Contract without any further obligation to Contractor. Any such termination for default shall not in any way operate to preclude SRTA from also pursuing all available remedies against Contractor and its sureties for said breach or default including financial remuneration for any increases in product. SRTA also reserves the right to purchase on the open market or award to the next lowest Bidder and use any differential in price in determining its fair and reasonable claim for financial restitution.

d. Waiver of Remedies for any Breach In the event that SRTA elects to waive its remedies for any breach by Contractor of any covenant, term or condition of this Contract, such waiver by SRTA shall not limit SRTA remedies for any succeeding breach of that or of any other term, covenant, or condition of this Contract.

CIVIL RIGHTS REQUIREMENTS

29 U.S.C. § 623, 42 U.S.C. § 2000 et seq

42 U.S.C. § 6102, 42 U.S.C. § 12112

42 U.S.C. § 12132, 49 U.S.C. § 5332

29 CFR Part 1630, 41 CFR Part 21

FTA Circular 4220.1F

Civil Rights – The following requirements apply to the underlying contract:

(1) Nondiscrimination – In accordance with Title VI of the Civil Rights Act, as amended, 42 U.S.C. § 2000d, section 303 of the Age Discrimination Act of 1975, as amended, 42 U.S.C. § 6102, section 202 of the Americans with Disabilities Act of 1990, 42 U.S.C. § 12132, and Federal transit law at 49 U.S.C. § 5332, the Contractor agrees that it will not discriminate against any employee or applicant for employment because of race, color, creed, national origin, sex, age, or disability. In addition, the Contractor agrees to comply with applicable Federal implementing regulations and other implementing requirements FTA may issue.

(2) Equal Employment Opportunity – The following equal employment opportunity requirements apply to the underlying contract:

(a) Race, Color, Creed, National Origin, Sex – In accordance with Title VII of the Civil Rights Act, as amended, 42 U.S.C. § 2000e, and Federal transit laws at 49 U.S.C. § 5332, the Contractor agrees to comply with all applicable equal employment opportunity requirements of U.S. Department of Labor (U.S. DOL) regulations, "Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor," 41 C.F.R. Parts 60 et seq ., (which implement Executive Order No. 11246, "Equal Employment Opportunity," as amended by Executive Order No. 11375, "Amending Executive Order 11246 Relating to Equal Employment Opportunity," 42 U.S.C. § 2000e note), and with any applicable Federal statutes, executive orders, regulations, and Federal policies that may in the future affect construction activities undertaken in the course of the Project. The Contractor agrees to take affirmative action to ensure that applicants are employed, and that employees are treated during employment, without regard to their race, color, creed, national origin, sex, or age. Such action shall include, but not be limited to, the following: employment, upgrading, demotion or transfer, recruitment or recruitment advertising, layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. In addition, the Contractor agrees to comply with any implementing requirements FTA may issue.

(b) Age – In accordance with section 4 of the Age Discrimination in Employment Act of 1967, as amended, 29 U.S.C. § § 623 and Federal transit law at 49 U.S.C. § 5332, the Contractor agrees to refrain from discrimination against present and prospective employees for reason of age. In addition, the Contractor agrees to comply with any implementing requirements FTA may issue.

© Disabilities – In accordance with section 102 of the Americans with Disabilities Act, as amended, 42 U.S.C. § 12112, the Contractor agrees that it will comply with the requirements of U.S. Equal Employment Opportunity Commission, "Regulations to Implement the Equal Employment Provisions of the Americans with Disabilities Act," 29 C.F.R. Part 1630, pertaining to employment of persons with disabilities. In addition, the Contractor agrees to comply with any implementing requirements FTA may issue.

(3) The Contractor also agrees to include these requirements in each subcontract financed in whole or in part with Federal assistance provided by FTA, modified only if necessary to identify the affected parties.

DISADVANTAGED BUSINESS ENTERPRISE (DBE)

49 CFR Part 23

This provision may be modified by specific DBE requirements stated in the solicitation documents for a particular procurement.

a. This contract is subject to the requirements of Title 49, Code of Federal Regulations, Part 26, *Participation by Disadvantaged Business Enterprises in Department of Transportation Financial Assistance Programs*. The national goal for participation of Disadvantaged Business Enterprises (DBE) is 10%. The agency's overall goal for DBE participation is 5 %. No contract goal for DBE participation has been established for this procurement.

b. The contractor shall not discriminate on the basis of race, color, national origin, or sex in the performance of this contract. The contractor shall carry out applicable requirements of 49 CFR Part 26 in the award and administration of this DOT-assisted contract. Failure by the contractor to carry out these requirements is a material breach of this contract, which may result in the termination of this contract or such other remedy, as SRTA deems appropriate. Each subcontract the contractor signs with a subcontractor must include the assurance in this paragraph (see 49 CFR 26.13(b)).

The successful Bidder/offeror will be required to report its DBE participation obtained through race-neutral means throughout the period of performance.

d. The contractor is required to pay its subcontractors performing work related to this contract for satisfactory performance of that work no later than 30 days after the contractor's receipt of payment for that work from the SRTA. In addition, the contractor may not hold retainage from its subcontractors.

e. The contractor must promptly notify SRTA, whenever a DBE subcontractor performing work related to this contract is terminated or fails to complete its work, and must make good faith efforts to engage another DBE subcontractor to perform at least the same amount of work. The contractor may not terminate any DBE subcontractor and perform that work through its own forces or those of an affiliate without prior written consent of SRTA.

INCORPORATION OF FEDERAL TRANSIT ADMINISTRATION (FTA) TERMS

The preceding provisions include, in part, certain Standard Terms and Conditions required by DOT, whether or not expressly set forth in the preceding contract provisions. All contractual provisions required by DOT, as set forth in FTA Circular 4220.1F are hereby incorporated by reference. Anything to the contrary herein notwithstanding, all FTA mandated terms shall be deemed to control in the event of a conflict with other provisions contained in this Agreement. The Contractor shall not

GOVERNMENT-WIDE DEBARMENT AND SUSPENSION (NONPROCUREMENT)

49 CFR Part 29

Executive Order 12549 and 12689

Applicable to contracts in excess of \$25,000.

This contract is a covered transaction for purposes of 49 CFR Part 29. As such, the contractor is required to verify that none of the contractor, its principals, as defined at 49 CFR 29.995, or affiliates, as defined at 49 CFR 29.905, are excluded or disqualified as defined at 49 CFR 29.940 and 29.945.

The contractor is required to comply with 49 CFR 29, Subpart C and must include the requirement to comply with 49 CFR 29, Subpart C in any lower tier covered transaction it enters into.

By signing and submitting its Bid or proposal, the Bidder or Proposer certifies as follows:

The certification in this clause is a material representation of fact relied upon by SRTA. If it is later determined that the Bidder or Proposer knowingly rendered an erroneous certification, in addition to remedies available to SRTA, the Federal Government may pursue available remedies, including but not limited to suspension and/or debarment. The Bidder or Proposer agrees to comply with the requirements of 49 CFR 29, Subpart C while this offer is valid and throughout the period of any contract that may arise from this offer. The Bidder or Proposer further agrees to include a provision requiring such compliance in its lower tier covered transactions.

ENERGY CONSERVATION REQUIREMENTS

42 U.S.C. 6321 et seq.

49 CFR Part 622

The contractor agrees to comply with mandatory standards and policies relating to energy efficiency which are contained in the State of Massachusetts energy conservation plan issued in compliance with the Energy Policy and Conservation Act.

RECYCLED PRODUCTS

**42 U.S.C. 6962
40 CFR Part 247
Executive Order 12873**

Recovered Materials – The contractor agrees to comply with all the requirements of Section 6002 of the Resource Conservation and Recovery Act (RCRA), as amended (42 U.S.C. 6962), including but not limited to the regulatory provisions of 40 CFR Part 247, and Executive Order 12873, as they apply to the procurement of the items designated in Subpart B of 40 CFR Part 247.

ACCESS FOR INDIVIDUALS WITH DISABILITIES

The Contractor agrees to comply with 49 U.S.C. § 5301(d), which states the Federal policy that elderly individuals and individuals with disabilities have the same right as other individuals to use public transportation services and facilities, and that special efforts shall be made in planning and designing those services and facilities to implement transportation accessibility rights for elderly individuals and individuals with disabilities. The Contractor also agrees to comply with all applicable provisions of section 504 of the Rehabilitation Act of 1973, as amended, with 29 U.S.C. § 794, which prohibits discrimination on the basis of disability; with the Americans with Disabilities Act of 1990 (ADA), as amended, 42 U.S.C. §§ 12101 *et seq.*, which requires that accessible facilities and services be made available to individuals with disabilities; and with the Architectural Barriers Act of 1968, as amended, 42 U.S.C. §§ 4151 *et seq.*, which requires that buildings and public accommodations be accessible to individuals with disabilities. In addition, the Contractor agrees to comply with applicable Federal regulations and directives and any subsequent amendments thereto, except to the extent the Federal Government determines otherwise in writing, as follows:

- (1) U.S. DOT regulations, "Transportation Services for Individuals with Disabilities (ADA)," 49 C.F.R. Part 37;
- (2) U.S. DOT regulations, "Nondiscrimination on the Basis of Handicap in Programs and Activities Receiving or Benefiting from Federal Financial Assistance," 49 C.F.R. Part 27;
- (3) Joint U.S. Architectural and Transportation Barriers Compliance Board (U.S. ATBCB)/U.S. DOT regulations, "Americans With Disabilities (ADA) Accessibility Specifications for Transportation Vehicles," 36 C.F.R. Part 1192 and 49 C.F.R. Part 38;
- (4) U.S. DOJ regulations, "Nondiscrimination on the Basis of Disability in State and Local Government Services," 28 C.F.R. Part 35;
- (5) U.S. DOJ regulations, "Nondiscrimination on the Basis of Disability by Public Accommodations and in Commercial Facilities," 28 C.F.R. Part 36;
- (6) U.S. General Services Administration (U.S. GSA) regulations, "Accommodations for the Physically Handicapped," 41 C.F.R. Subpart 101-19;
- (7) U.S. Equal Employment Opportunity Commission, "Regulations to Implement the Equal Employment Provisions of the Americans with Disabilities Act," 29 C.F.R. Part 1630;
- (8) U.S. Federal Communications Commission regulations, "Telecommunications Relay Services and Related Customer Premises Equipment for the Hearing and Speech Disabled," 47 C.F.R. Part 64, Subpart F; and
- (9) U.S. ATBCB regulations, "Electronic and Information Technology Accessibility Standards," 36 C.F.R. Part 1194;
- (10) FTA regulations, "Transportation for Elderly and Handicapped Persons," 49 C.F.R. Part 609; and
- (11) Federal civil rights and nondiscrimination directives implementing the foregoing regulations.

End of Section

System Requirements are attached.