



# CITY OF MERCED

ADDENDA NO: 2

SOLICITATION NO: **05082024**

SOLICITATION NAME: **RFP for Parking Citation Processing & Payment Services**

DATE: **05/02/2024**

The additions, omissions, clarifications, and corrections herein shall be made to the bid and shall be included in the bid submittal when applicable. The remainder of the documents remain unchanged.

## Q&A:

- 1 What is the annual citation revenue? What is the amount processed via current vendor? **Between Fiscal Years 2021-2023 the city has averaged \$215,000 annually in citation revenue. Nearly 100% of this revenue is collected and processed by the current vendor.**
- 2 Are you looking to upgrade your current hardware? **Yes. However; the only hardware being used are TCS portable printers. Currently the City of Merced utilizes mobile compatible software to process parking citations.**
- 3 Who is your current hardware provider? **The TCS portable printers were provided by the City's current vendor.**
- 4 Would the City be open to a digital citation management system with ticket issuance? **Yes. The City currently uses web-based software.**
- 5 Does the City prefer to be the Merchant of Record or would the City prefer the vendor to be the Merchant of Record? **The City of Merced should be the Merchant of Record.**
- 6 Does the solution necessarily have to work on specialized Auto Cite ticketing devices and Casio MFD? Will compatibility with any Android or iOS smartphone (including your officers' exiting service phones) and with any cheap Bluetooth thermal printer suffice? **There was an error in the original RFP that referenced the use of Auto Cite ticketing devices. A correction was posted under Addendum 1 to advise that the City no longer uses such devices and are currently using software that is downloaded on mobile devices.**
- 7 Does the vendor have to process payments and adjudication on their own, or is it OK for us to involve our violation processing partner? **The City does not have any restrictions related to subcontracting or partnerships regarding this RFP. Please**



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be sure to provide all details related to the subcontractor/partnership in your proposal. All subcontractors/partnerships are subject to the responsibilities listed in the Professional Services Agreement.

- 8 How soon are you planning to start using the new system, after the end of the RFP submissions? If we were to submit a lower bid and contractually agree to implement the missing functionality before the start of the contract, would you consider it? [Use of the selected vendor would begin after the expiration of the current contract. The current contract expires June 30, 2024.](#)

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JULIO C. MARQUEZ, CPPB  
Purchasing Supervisor

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End of Addendum