

## **Parking Consulting Services:**

### **SCOPE OF SERVICES**

It is the intent of the Authority to solicit Qualification Statements from Respondents that have expertise in the provision of **Parking Consulting Services and knowledge of NJ Parking Authority Rules and Regulations**: The Authority requires that Firms and/or persons responding to this RFQ shall demonstrate that they have experience as well as the continuing capabilities to perform the following Parking Consulting Services and are capable of conducting studies and rendering reports as indicated below:

1. Experience as a Director of a Parking Authority, Utility, Department, or a Commercial Parking Operation with Revenues in excess of \$3,000,000
2. Experience as a CEO or COO of a parking operation with 40 or more employees, parking facilities including, on-street metered operations, parking lots, and parking deck(s)
3. Parking Management Best Practices
4. Parking Facility Demand Analysis
5. Parking Facility Economic Feasibility Analysis
6. Parking District Master Plan
7. Parking Rate Analysis
8. Experience as an Owner's Representative or Agent, providing consulting for all aspects of development of a structured parking facility, including; site selection, property acquisition, environmental, design, financing, public bidding, and construction.
9. Experience facilitating Urban Redevelopment by providing municipal parking infrastructure
10. Experience facilitating and negotiating Public Private Partnerships (3Ps) between Parking Authorities or municipal governments and private developers
11. NJSA 40:11A et seq – Parking Authority Act
12. NJSA 40A11 et seq – Public Contracts Law & Procurement
13. NJSA 47:1A-1 et seq – Open Public Records Act & Compliance
14. NJSA 20:3- et seq – NJ/DCA Budget Preparation & Filing
15. Administration of Operational Budget
16. Administration of Capital Budgets
17. NJSA Title 39 et seq -General Parking & Handicapped Parking Statutes
18. Residential Permit Parking –Program Administration & Operation
19. Monthly Permit Parking –Program Administration & Operation

## EVALUATION

The Authority's objective in soliciting Qualification Statements is to enable it to select a firm or organization that will provide high quality and effective Parking Consultant Services to the Parking Authority. The Authority will consider Qualification Statements only from firms or organizations that, in the Authority's judgment, have demonstrated the capability and willingness to provide high quality services to the Parking Authority in the manner described in this RFQ. Proposals will be evaluated by the Authority on the basis of the most advantageous, all relevant factors considered.

### **Evaluation Criteria:**

1. **20 Points:** Knowledge of NJ Statutes, Rules and Regulations effecting Parking Authorities
2. **20 Points:** Years of Experience Managing Private or Public Parking Entities, State, County & Municipal, including; Authority, Utility, Divisions and/or Departments
3. **56 Points:** Knowledge of the subject matter requested by in RFQ
4. **04 Points:** Knowledge of the Camden PA's Parking Operations. As well as, availability to meet with the Executive Director and accommodate required Meetings of the Board of Commissioners.

### **Evaluation Methodology:**

**Item 1 Government Experience 20 Points:** 2 Points for every year of experience related to NJ Statutes, Rules and Regulations effecting state, county, municipal or independent authority.

**Item2 Parking Entity Experience 20 Points:** 2 Points for every year of experience managing private or public government college, university, airport, federal, state, county, municipal parking authority, utility, bureau, department, division, etc.

**Item 3 Parking Authority Knowledge 56 Points:** Up to 7 Points for knowledge and experience for each of the subject matter areas listed in 3 thru 10

**Item 4 Knowledge of Authority 4 Points:** Up to 4 Points for Knowledge of the Camden PA's Operations and ability to accommodate meeting with Commissioners and Authority meeting schedule.

### **Important Dates**

The RFQ will run from Tuesday, November 29, 2016 through Tuesday, December 20, 2016, the due date for interested firms to submit is December 20, 2016 no later than 2:00pm at The Parking Authority Offices 10 Delaware Avenue, Camden NJ 08103. RFQ will be open at 11:00am on Wednesday, December 21, 2016 here at the Parking Authority City of Camden, 10 Delaware Avenue, Camden NJ 08103.