

**CITY OF OAKLAND CALIFORNIA
REQUEST FOR PROPOSAL (RFP)
FOR THE
CITATION ADMINISTRATION AND REVENUE RECONCILIATION SYSTEM (CARRS)**

PROGRAM DESCRIPTION: The management of on-street, off-street and garage parking in the City of Oakland (City) is under the jurisdiction of the City's Parking Management Division (OPMD). This service is essential to the quality of life and well being of the City's residents and to the vitality of the City's business communities. To improve the quality of customer service to neighborhoods, businesses and visitors, OPMD has adopted an integrated approach to parking management. It is the intent of OPMD to have multiple functions directly related to citation issuance and processing and residential parking permit management fully integrated into an accurate, flexible and responsive system which will be titled Citation Administration and Revenue Reconciliation (CARRS). OPMD also requires as part of this RFP Out-of-State and other non-standard Collections of delinquent fines and fees.

This contract will be for a term of 3 years. If the vendor service performance is satisfactory during the initial 3-year contract term, this contract may be extended for an additional 2 one-year option extensions.

This Request for Proposals (RFP) is being issued by the City of Oakland to obtain Proposals from qualified firms for innovative ideas and comprehensive solutions to CARRS. The Contractor will not assume the functions of City's staff but rather provide a CARRS which will be fully capable of supporting City staff in performing their work efficiently and effectively.

The City is waiving the Local and Small Local for Profit and Not for Profit Business Enterprise Program for this contract.

Pre-Proposal Meeting: MANDATORY - Thursday, August 13, 2009 from 10:30 am in the Finance Conference Room located on the 5th floor of the 150 Frank Ogawa Plaza, Oakland, CA 94612

Proposals Due: Eight (8) copies of the proposal must be received by Friday, September 11, 2009, 2:00 p.m. Proposals should be addressed to the attention of Mr. Noel Pinto c/o **The Department of Contracting and Purchasing Contract Administration, 250 Frank H. Ogawa Plaza, 3rd Floor, Suite 3341, Oakland, California 94612.**

Requests for Proposal are available for pick-up on weekdays from 8:00 a.m. to 4:30 p.m. at the Department of Contracting and Purchasing, Contract Administration Office, located in the Dalziel Building, 250 Frank Ogawa Plaza, Suite 3341, Oakland, CA 94612. There is no fee for this proposal. If mailed \$9.05. Please make check payable to the City of Oakland

For project management questions, contact Mr. Noel Pinto at 510-986-2688, Contract Administration, Nocoasha L. Orduna at (510) 238-3621; and Contract Compliance, Sophany Hang (510) 238-3723.

The Contractor shall be required to comply with applicable City programs, details of which are presented in project documents and online at http://cces.oaklandnet.com/ContComp/Contract_Admin.asp.

The Contractor shall be required to comply with the following City programs. The details of these and other City programs are presented in the project documents. • Local and Small Local for Profit and Not for Profit Business Enterprise Program • Equal Benefits Ordinance • Nuclear Free Zone • Campaign Contribution • Living Wage Ordinance • Prompt Payment

The City Council reserves the right to reject any and all bids.

LaTonda Simmons
City Clerk and Clerk of the City Council
(August 7, 2009)