



OFFICE OF THE CHANCELLOR

Recommendation for Contract Award

TO: Linda Venneri, Strategic Sourcing Lead

FROM: Kathy Lucas, Complex Procurement Consultant

DATE: May 4, 2023

RE: Evaluation of Proposals Submitted in Response to RFP # Doc528712455 Parking Management Solutions

Part I – Summary

This Request for Proposal (RFP) was issued pursuant to Executive Order 2015-2 dated January 20, 2015, and in accordance with Section 518 of the Commonwealth Procurement Code, 62 Pa. C.S. §518.

The objective of this RFP was to obtain Parking Management Solution Services.

The RFP Evaluation Committee completed its evaluation of the proposals, and as further described below and in the attached Scoring Summary, contract awards are being recommended for Cardinal Tracking, Inc.; iNet, Inc., d/b/a iParq; IPS Group, Inc.; and T2 Systems, Inc. This memorandum documents that all necessary steps were taken in conducting the procurement in accordance with the provisions of the Commonwealth Procurement Code. To the extent that written determinations are required under the Code for any of the following steps and no attached record exists, this memorandum shall serve as written confirmation that such steps occurred.

Part II – Process

- A. Procurement Method—A determination was made to use the competitive sealed proposal method as the State System desired to see various supplier proposals that offered the required services.
- B. Public Notice—Public notice of the RFP was posted at the Ariba Discovery website on January 18, 2023.
- C. Evaluation Committee—An evaluation committee was established consisting of System Office and university representatives from the Conference and Business Services Office of Indiana University of PA, University Police of Slippery Rock University of PA, University Police of Pennsylvania Western University and Public Safety Office of Pennsylvania Western University.

- D. Preproposal Conference—A preproposal conference was conducted for this solicitation.
- E. Addenda to the RFP—Potential Offerors were given the opportunity in accordance with Section I.V of the RFP to submit questions concerning the procurement to the Issuing Office. The official responses to the questions were incorporated into the RFP by addenda and were posted at the Ariba Discovery webpage on February 9, 2023, and February 16, 2023;
- F. It was determined that one offeror submitted a proposal that was non-responsive, and that offeror's proposal was disqualified.

Part III – Evaluation and Scores

- A. Evaluation Criteria—The relative importance of the major evaluation criteria established prior to opening the proposals consisted of 70 percent for technical and 30 percent for cost. A responsive technical proposal was required to achieve a minimum of 75 percent of the available technical points. Specific evaluation criteria included the following: demonstrated understanding of the State System's requirements, supplier qualifications and experience, technical requirements, value-added services, and cost.
- B. Proposal Opening—Offerors were afforded eight (8) weeks to respond to the RFP. A total of five (5) proposals were received on or before the due date of March 15, 2023. Proposals were opened in a manner to avoid disclosure of their content to competing offerors and were distributed to the evaluation committee. The Issuing Office retained the cost proposals until the evaluation committee completed its technical evaluation.
- C. Results of the Evaluation
 - 1. The Evaluation Committee reported the results of its evaluations of the technical proposals to the Issuing Office.
 - 2. No technical proposals failed to receive 75 percent of the available technical points required to be considered for selection for best and final offers or for selection for contract negotiations.
 - 3. The Issuing Office scored the cost proposals.
 - 4. Best and Final Offers— As indicated in the Scoring Summary, four (4) offerors' proposals achieved initial overall scores placing them within the top competitive range of proposals determined to be reasonably susceptible of being selected for award.
 - 5. Based on the evaluation process, the overall scoring for this solicitation can be found below.

Part IV – Recommendation

The Issuing Office recommends that Cardinal Tracking, Inc.; iNet, Inc., d/b/a iParq; IPS Group, Inc.; and T2 Systems, Inc. be selected for contract negotiations. This recommended selections are based upon the results of the evaluation and review of the proposals as summarized above.

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Based on this Offeror's cost proposal, the total value for the initial term of the contract is \$0.00. The term of the contract will be three (3) years with two (2) additional renewals.

Part V – Contracting Officer [or Issuing Office] Determination

Based upon the results of the evaluation, I have determined that the proposal submitted by Cardinal Tracking, Inc.; iNet, Inc., d/b/a iParq; IPS Group, Inc.; and T2 Systems, Inc. are the most advantageous to the State System.

DocuSigned by:
Kathy Lucas 5/4/2023
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Kathy Lucas

Authorization

Based upon the Issuing Office's recommendation, I authorize the Issuing Office to proceed with contract awards to Cardinal Tracking, Inc.; iNet, Inc., d/b/a iParq; IPS Group, Inc.; and T2 Systems, Inc.

DocuSigned by:
Linda Venneri 5/4/2023
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Linda Venneri

[OR: Based upon the Issuing Officer's recommendation, I disapprove of the Issuing Office's determination.]

5/4/2023
Linda Venneri

**Pennsylvania's State System of Higher Education
Parking Management Solutions
RFP # Doc528712455**

PROPOSAL EVALUATION SUMMARY

EVALUATOR	CARDINAL	iParq	IPS GROUP	T2 SYSTEMS
Evaluator A	628	541	647	646
Evaluator B	665	665	680	700
Evaluator C	630	665	660	700
Evaluator D	485	535	645	660
Evaluator E	485	325	595	685
Evaluator F	695	485	680	700
Evaluator G	628	577	510	631
TOTAL AVG SCORE (700 AVAILABLE POINTS)	602	542	631	675
% AVAILABLE POINTS	86%	77%	90%	96%
MINIMUM POINTS?	Yes	Yes	Yes	Yes

COST SCORES	CARDINAL	iParq	IPS GROUP	T2 SYSTEMS
TOTAL COST SCORE (300)	250	300	150	200
COST RANK	2	1	4	3

TOTAL SCORES	CARDINAL	iParq	IPS GROUP	T2 SYSTEMS
TECHNICAL (700)	602	542	631	675
COST (300)	250	300	150	200
TOTAL SCORE (1,000)	852	842	781	875

Technical	700	70%
Cost	300	30%
Total	1,000	100%
Minimum Technical Points Required	525	75%