**Request for Information – Parking Management Systems**

**(PCS # 460509-0001-RFI)**

The University of Oregon (University) is issuing a Request for Information (RFI) for the purpose of gathering information about parking management systems. University is interested in considering all software options, including hosted and non-hosted systems. University is issuing this RFI to expand campus knowledge and understanding of the marketplace in preparation for a possible procurement.

SYSTEM FUNCTIONS

In responding to this RFI, please address the following categories and address how your system includes these functions:

1. Permit Management

1.1 Inventory Control

 1.2 Defined permit group authorizations for users

 1.3 Permit Sales

 1.4 Online Permit Sales

2. Customer Management

 2.1 Customer Information

 2.2 Defined customer group authorizations for users

 2.3 Vehicle Information

 2.4 Notifications

3. Special Event Management

 3.1 Reservation System

 3.2 Billing System

 3.3 Resource Management

3.4 Lot Maintenance

4. Citation Management

 4.1 Citation Look up

 4.2 Manage issued Citations

 4.3 On-line Citation Payment

 4.4 Citation Adjudication

 4.5 Handheld communication

 4.6 Handheld Ticket writers

5. System Management

 5.1 Cloud based

 5.2 Import/Export of Data

 5.3 Transfer of data to other external systems

 5.4 Letter Generator

 5.5 Report Writer

 5.6 DMV Look up (national)

 5.7 E-business solutions

6. Integration Requirements

 6.1 Digital Payment Technologies Luke I, II

 6.2 IPS Meters

 6.3 Duncan Liberty Meters

 6.4 Park Mobile Pay by App/Cell

6.5 Ability to send daily/weekly email dashboard sales and permit information

7. Ability to perform the following optional functions:

7.1 Integrate permit module with Skidata Revenue Control equipment contract parker database

7.2 Integrate with a Genetec License Plate Recognition system integration to enable electronic permits

7.3 Register several license plates per account. Export this information to the Genetec LPR system for use in University garages and surface lots for electronic permits.

7.4 Sell both University and City parking products as well as the ability to segregate University customers and parking products from City customers and parking products for access and tracking purposes.

**This RFI does not constitute a solicitation or an offer of a contract.** **Responses will not bind respondent to University (or University to respondent) contractually or monetarily or in any other way.**  Please feel free to make suggestions, in addition to responding to the above requirements. Information obtained as a result of this RFI will be used for planning purposes only. Please note that this RFI may or may not lead to a competitive procurement.

Responses to this RFI will be retained by University for a required retention period and made a part of a file or record that will be open to public inspection. If a response contains any information that is considered a “trade secret” under ORS 192.501(2), respondent must mark each page containing such information with the following legend: “TRADE SECRET.”

The Oregon public records law exempts from disclosure only bona fide trade secrets, and the exemption from disclosure applies “unless the public interest requires disclosure in the particular instance.” Non-disclosure of documents or any portion thereof or information contained therein may depend on official or judicial determinations made pursuant to law. An entire response to this RFI marked as “trade secret” is unacceptable, and the response will be deemed available for disclosure to the public.

Responses to this RFI will not be returned. University will not provide any comments, documentation or other type of response regarding the results of its review.

DEMONSTRATION/DISCUSSION

Respondent(s) may be asked to schedule a demonstration/discussion of their system(s). Timing and information regarding the demonstration/discussion will be provided by University to respondent(s) at time of request(s) for demonstration/discussion.

ESTIMATED TIMELINES

* Demonstration/Discussion: Beginning week of July 14,, 2013.
* September 30, 2013: last date to contact University to ensure a scheduled demonstration/discussion. Respondent(s) are encouraged to schedule demonstration/discussion as soon as possible. Respondent(s) contacting University after this date may not be offered an opportunity for demonstration/discussion.
* Written responses due October 15, 2013.
* Contact for inquiries and receipt of all responses:

Gwendolyn Bolden, Director

Parking and Transportation

1401 Walnut Street

Eugene Oregon 97403

gbolden@uoregon.edu

Please note, email is preferred for responses and queries. Please use the subject line: “Parking Management Software”.