



## **ADDENDUM 1**

### **REQUEST FOR PROPOSAL**

**RFP No. 26-02**

#### **Parking Meter Solution**

**Date of Issuance: May 19, 2026**

This addendum includes all questions and responses received by the City of Delaware in relation to RFP No. 26-02.

**1. Would it be possible for the due date to be extended?**

No. The due date for this RFP will not be extended.

**2. Does the City have a preferred vendor for the MSM modems (such as AT& T or Verizon)?**

AT & T is the preferred vendor for the MSM modems.

**3. Will the parking meters require AC power, or will they be powered by solar panels?**

The parking meters will be powered by solar panels.

**4. To ensure our proposed solution is aligned, could you please indicate whether a budget has been allocated for this project? If so, could you provide the budget range for the upfront and ongoing costs?**

Respondents are asked to utilize their experience in manufacturing, supplying and supporting this type of equipment and industry standards to develop a cost proposal they believe will be advantageous to the City.

**5. Who will be the merchant of record?**

The City utilizes Chase for payment processing and banking services.

**6. Is the City open to passing along some of the ongoing costs to the parker via a convenience fee? This model is aligned with how most mobile pay for parking vendors price their software.**

The City is open to this concept and would like to learn more about the customer experience if costs are passed on to the customer. This additional information may be provided as supplemental documentation and must be labeled accordingly.

**7. Will the City be removing the current single space meters to prepare for the installation of the MSMs, or is that an expectation of the awarded vendor?**

The City will be responsible for the removal of the current single space meters.

**8. Do the machines need the ability to print receipts?**

No. The City is not seeking printed receipts but does prefer the ability to obtain a receipt pursuant to a digital option.

**9. Exhibit A, Requirement #8 - MSMs must be equipped with LED lighting for user and technician illumination. Please clarify, is it the intention of the city that the meters be outfitted with a light-bar that illuminates the meter face, or simply be equipped with a backlit display so the user interface is illuminated and easy to read both during the day and evening hours of enforcement?**

The original intent was to have an illuminated meter face for users to be able to use at nighttime and for additional lighting for technician illumination inside the station for maintenance purposes. Respondents may provide costs for both options.

**10. Exhibit A, Requirement #13 - It is the preference of the City to implement credit card and coin enabled pay stations that utilizes the following: a Pay-by-Plate parking solution which allows for Parking Enforcement Officers to view both paid and unpaid spaces on a wireless device, the ability to download transaction data in real-time, and print a report from the machine. MSMs must include a color-coded report to show paid, expired, and recently expired (grace period) spaces.**

**The only way to show occupancy is for a Pay-by-Space configuration of enforcement, and not a Pay-by-Plate configuration of enforcement. Would the city please clarify the desired enforcement method: Pay-by-Space or Pay-by-Plate?**

The City is seeking Pay by Plate, but reports shall be able to be filtered and categorized by area (spaces in a given block for example).

**11. Exhibit A, Requirement #20 - MSMs must include a color coded tactile user-friendly keypad for operations.**

**The more advanced, non-legacy meters being installed today are touchscreen, and no longer use tactile mechanical keypads that can freeze in the winter months and wear out overtime. Is a backlit touchscreen interface acceptable to the city for user-friendly operation? This alternative interface setup will allow for endless configuration setups and adaptation to the city's changing needs over time.**

Touchscreens are acceptable. Overall, it is the intent of the City to have a user-friendly color-coded keypad (including touchless options).

**12. #67 - Provide regular maintenance and updates to ensure uninterrupted service and compliance updates.**

**Does the city want the meter provider to also handle the regular meter hardware maintenance, like cleaning the card readers, and other preventative work, or will the city expect the meter provider to only offer training on the preventative maintenance of the meters? Note: Software updates are standard, so this question only pertains to the first part of the requirement being clearly defined: 'regular maintenance'.**

Respondents are asked to provide detail of what is included in regular meter hardware maintenance, as well as a cost option for the Respondent to provide regular meter hardware maintenance including but not limited to cleaning card readers, preventive maintenance, and responding to meter outage and downtime issues not covered under software maintenance. In addition, please note if there are added costs or considerations for software-related maintenance.