



City of Quincy, Massachusetts  
Purchasing Department  
1305 Hancock Street  
Quincy, MA 02169

Phone: 376-1060  
Fax: 376-1074

### **ADDENDUM NUMBER 1**

**TITLE: RFP for Processing of Parking Tickets**

**DUE: July 11, 2013 at 11:15 a.m.**

*PLEASE NOTE: THE DUE DATE FOR RFQ HAS BEEN EXTENDED UNTIL  
JULY 18, 2013 AT 11:00.*

*The following are the responses to questions received by the Purchasing Department.*

1. Regarding the City's backlog of delinquent citation debt is it the City's intention that the selected vendor would provide delinquent collection services of the City's aged backlog of citations? Will the City be making new assignments of citation debt to the successful vendor?

Answer: No, the City handles its delinquent citation internally.

2. Please clarify the City's bonding requirement?

Answer: The City will *not* require any bonds in compliance with Chapter 30B.

3. The City has indicated the need for training and support for City Cashiers. Please clarify the City's expectation with such training?

Answer: The City would expect a minimum of at least four work stations which should include four computer monitors along with four barcode readers.

4. Will the City be required to set up a toll-free telephone number and take telephone calls from parking ticket violators?

Answer: No. The City has decided to remove this requirement from the proposal.

5. Please clarify if the City or Contractor will be responsible for performing the data entry of new hand – written tickets into the Contractor’s system.

Answer: The contractor will be responsible for data entry.

6. Do the City’s current hand-held ticketing devices scan Massachusetts inspection stickers?

Answer: Yes

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Kathryn R. Hobin  
Purchasing Agent

Date:

Bidder’s Signature: \_\_\_\_\_