



# CITY OF ORLANDO

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June 13, 2016

## MEMORANDUM

TO: David Billingsley, Chief Procurement Officer

FROM: Lee Donate, Purchasing Agent

SUBJECT: RFP15-0235, Parking Access and Revenue Control System (PARCS)

Please review / approve the attached Meeting Minutes for the subject Advisory Committee Meeting of June 9, 2016.

Approved:

A handwritten signature in black ink, appearing to be "Lee Donate", written over a horizontal line.

### PROCUREMENT AND CONTRACTS DIVISION

CITY HALL • 400 SOUTH ORANGE AVENUE • P.O. BOX 4990 • ORLANDO, FLORIDA 32802-4990  
PHONE 407.246.2291 • FAX 407.246.2869 • CityofOrlando.net • esupplier.cityoforlando.net

**ADVISORY COMMITTEE MEETING MINUTES**  
**RFP15-0235**  
**for**  
**Parking Access Revenue Control System (PARCS)**  
**Thursday, June 9, 2016**  
**5th Floor, Megabyte Conference Room**  
**9:15 AM – 2:30PM**

4<sup>th</sup> Meeting of the Advisory Committee to hear presentations from two (2) respondents and review and evaluate responsive proposals submitted in response to RFP15-0235.

**Committee Members Present:**

Charles Ramdatt, (Chair), Transportation Engineering  
Todd Berube, Technology Management  
Ridzi Palomo, Parking  
Pamela Corbin, Parking  
Cade Braud, Transportation Engineering

**Committee Members Absent:**

None

**Other City Personnel Present:**

Lee Donate, Procurement and Contracts Division (Facilitator)  
Scott Zollars, Parking (Technical Advisor)  
Thomas Papsodero, Parking (Technical Advisor)  
Carla Poke, Parking  
Steven Mojica, Parking

**Actions/Discussion/Motions:**

Charles Ramdatt, called the meeting to order at 9:15 a.m. and took the following actions:

- 1) Advised that the meeting is being recorded and asked that everyone sign the sign-in sheet.
- 2) Indicated the date, time and purpose of the meeting and that it was posted by the City Clerk more than forty-eight (48) hours in advance.
- 3) Introduced himself and asked those in attendance to introduce themselves by name and Division.
- 4) Advised the Committee that a quorum has been established.
- 5) Indicated that no members of the public are present and that the Public Input Procedures addressed at the 1<sup>st</sup> Committee meeting are still in place.
- 6) Asked for a motion to accept the minutes of the 3<sup>rd</sup> Committee meeting, held on April 14, 2016, as presented.

A motion was made by Pamela Corbin and seconded by Todd Berube to accept the minutes of the 3<sup>rd</sup> Committee meeting, held on April 14, 2016, as presented. Discussion ensued. The motion passed unanimously.

Lee Donate informed the Committee of the meeting's schedule as follows:

**Presentation Schedule of Firms:**

<b><u>Time</u></b>	<b><u>Action</u></b>	<b><u>Meeting Room</u></b>
9:15 – 9:30 a.m.	Committee Meeting	Megabyte Conference Room
9:30 – 11:00 a.m.	Amano Presentation	Megabyte Conference Room
11:00 a.m. – 12:00 p.m.	Lunch	Megabyte Conference Room
12:00 p.m. – 1:30 p.m.	CAME Presentation	Megabyte Conference Room
1:30 p.m. – 2:30 p.m.	Committee Meeting	Megabyte Conference Room

Lee Donate informed the Committee and that each presenter would be given ninety (90) minutes total, sixty (60) minutes for a presentation followed by a thirty (30) minute question and answer period as previously discussed by the Committee.

Lee Donate asked the Committee for discussion or additional motions.

The Committee had no discussion or additional motions and requested that the presentations commence.

The first presentation commenced at 9:23am and concluded at 10:53am.

The meeting recessed at 11:00 p.m.

The meeting reconvened at 12:00 p.m.

Lee Donate informed the Committee that the second presenter had withdrawn its proposal via email during the prior meeting session and asked the Committee for discussion or additional motions.

Discussion ensued.

The Committee asked for Procurement to facilitate contact, via telephone conference call, with users of the first presenter's product for additional reference questions, during the next Committee meeting.

A motion was made by Charles Ramdatt, seconded by Pamela Corbin to adjourn the meeting. The meeting adjourned at 12:29 p.m.

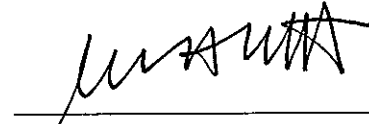
These minutes are considered to be the official minutes of the RFP15-0235 Committee Meeting held on June 9, 2016, and no other notes, tapes, or other recordings taken by anyone takes precedence.

Submitted by:



Lee Donate  
Procurement & Contracts Division  
Assigned Procurement Representative

Reviewed and Accepted by:

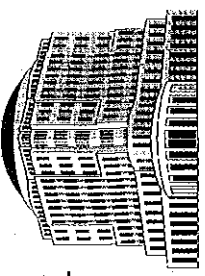


Charles Ramdatt  
Transportation Engineering  
Chair

Attachment(s): Sign-in Sheets  
Schedule  
Amano McGann Questions

# CITY OF ORLANDO

Procurement & Contracts Division  
4th Committee Meeting Sign-In Sheet



Date: 6/9/16      Time: 9:15am to 9:30 p.m.      Bid Number: RFP15-0235      Location: City of Orlando, 400 S. Orange Avenue, Megabyte's Conference, 5th Floor, Orlando, FL 32802

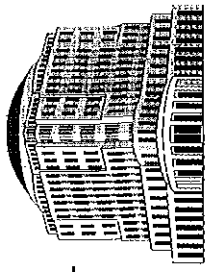
Title: PARKING ACCESS AND REVENUE CONTROL SYSTEM (PARCS)

<p>Procurement &amp; Contracts Div. 400 South Orange Avenue, 4th Floor Orlando, Florida 32801</p>	<p>Lee Donate, Purchasing Agent II</p>	<p>Lee.Donate@cityoforlando.net</p>	<p>(407) 246-2329      (407) 246-2869</p>
<p>City of Orlando, Transportation Engineering Division</p>	<p>Charles Ramdatt, Chair</p>		
<p>Parking Division Mgr</p>	<p>Scott Zollins, City of Orlando</p>	<p>Scott.Zollins@cityoforlando.net</p>	<p>407-246-3959</p>
<p>I.T.</p>	<p>Todd Berube</p>	<p>Todd.Berube@cityoforlando.net</p>	<p>407-246-2446</p>
<p>Parking Division</p>	<p>Ridzi Palomo</p>	<p>Ridzi.Palomo@cityoforlando.net</p>	<p>407-246-3135</p>

NOTE: DO NOT WRITE ON THE BACK OF THE FORM.

# CITY OF ORLANDO

Procurement & Contracts Division  
4th Committee Meeting Sign-In Sheet



Location: City of Orlando, 400 S. Orange Avenue,  
Megabyte's Conference, 5th Floor, Orlando, FL 32802

Bid Number: RFP15-0235

Time: 9:15am to 2:30 p.m.

Date: 6/9/16

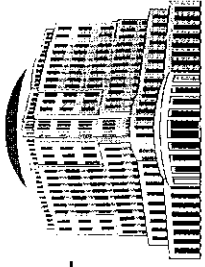
Title: PARKING ACCESS AND REVENUE CONTROL SYSTEM (PARCS)

CITY OF ORLANDO PURCHASING DEPARTMENT OFFICE OF THE CITY CLERK 100 SOUTH ORANGE AVENUE ORLANDO, FLORIDA 32802	DATE	NAME	PHONE	FAX
CITY OF ORLANDO Transp. Eng.	CADE BRAWD	cade.brand@cityoforlando.net	321-235-5350	
city PWL-TRE	Charles Ramdatt	Charles.Ramdatt@cityoforlando.net	407-246-3186	
CITY OF ORLANDO PARKING	THOMAS PAPSOVERO	THOMAS.PAPSOVERO@CITYOFORLANDO.NET	407-246-3769	
CITY OF ORLANDO PARKING	PAMELA CORBIN	pamela.corbin@cityoforlando.net	407.246.3766	
CITY OF ORLANDO PARKING	CARLA POKE	Carla.Poke@CityofOrlando.net	407.246.3380	

NOTE: DO NOT WRITE ON THE BACK OF THE FORM.

# CITY OF ORLANDO

## Procurement & Contracts Division 4th Committee Meeting Sign-In Sheet



Location: City of Orlando, 400 S. Orange Avenue,  
Megabyte's Conference, 5th Floor, Orlando, FL 32802

Bid Number: RFP15-0235

Time: 9:15am to 2:30 p.m.

Date: 6/9/16

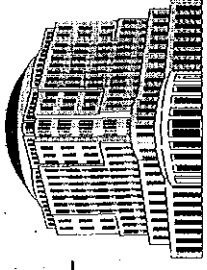
### Title: PARKING ACCESS AND REVENUE CONTROL SYSTEM (PARCS)

COMPANY NAME & ADDRESS DEPARTMENT/PHONE	COMPANY REPRESENTATIVE (PLEASE PRINT LEGIBLE YOUR NAME & PROVIDE SIGNATURE)	EMAIL ADDRESS EMPLOYEE (DO NOT LEAVE IN BLANK)	TELEPHONE #	FAX #
City of Orlando Parking Division	Steven Mojica	Steven.Mojica@cityof orlando. net <del>Moj15877</del>	321-231- 3741	

**NOTE: DO NOT WRITE ON THE BACK OF THE FORM.**

# CITY OF ORLANDO

Procurement and Contracts Division  
 Presentation Sign-In Sheet - Amano McGann, Inc.



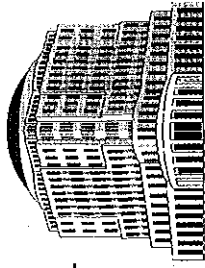
Date: 6/9/16	Time: 9:30 a.m. to 11AM	Bid Number: RFP15-0235	Location: City Hall at One City Commons, 400 South Orange Avenue, Megabyte's Conference Room 4 <sup>th</sup> Floor, Orlando, Florida
Title: PARKING ACCESS & REVENUE CONTROL SYSTEM (PARCS)			

Procurement & Contracts Div. 400 South Orange Avenue, 4 <sup>th</sup> Floor Orlando, Florida 32801	Lee Donate, Purchasing Agent II	Lee.Donate@cityoforlando.net	(407) 246-2329	(407) 246-2869
City of Orlando, Transportation Engineering Division	Charles Ramdatt, Chair	Todd.Beach@cityoforlando.net	407-246-2864	
I T, City of Orlando	Scott Z Howard	Scott.ZHoward@cityoforlando.net	407-246-3155	
Parking Div. Manager	Ridzi Palomby	Ridzi.Palomby@cityoforlando.net		
Parking Division				



# CITY OF ORLANDO

Procurement and Contracts Division  
 Presentation Sign-In Sheet - Amano McGann, Inc.



Location: City Hall at One City Commons, 400 South Orange Avenue, Megabyte's Conference Room 4<sup>th</sup> Floor, Orlando, Florida

Bid Number: RFP15-0235

Time: 9:30 a.m.

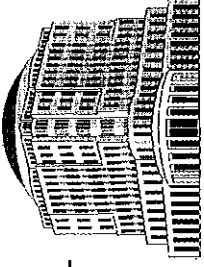
Date: 6/9/16

Title: PARKING ACCESS & REVENUE CONTROL SYSTEM (PARCS)

CITY OF ORLANDO		CITY OF ORLANDO	
COMMUNICATIONS		TELEPHONE	
CITY OF ORLANDO		CITY OF ORLANDO	
CITY OF ORLANDO		CITY OF ORLANDO	
CITY OF ORLANDO Transp. Eng	CADE BRAND	cade.brand@cityof orlando. NET	321 235 5350
Orlando PWLK - TREE	Charles Ramdatti	Charles.Ramdatt@ cityoforlando.net	407 246 3186
CITY OF ORLANDO PARKING	THOMAS PAPSOVERO	THOMAS.PAPSOVERO@ CITYOFORLANDO.NET	407 246 3769
CITY OF ORLANDO Parking	PAMELA CORBIN	Pamela.corbin@ cityoforlando.net	407 246 3766
CITY OF ORLANDO PARKING	CARLA POKE	Carla.Poke@cityof orlando.net	407 246 3386

# CITY OF ORLANDO

Procurement and Contracts Division  
 Presentation Sign-In Sheet - Amano McGann, Inc.



Location: City Hall at One City Commons, 400 South Orange Avenue, Megabyte's Conference Room 4<sup>th</sup> Floor, Orlando, Florida

Bid Number: RFP15-0235

Time: 9:30 a.m.

Date: 6/9/16

## Title: PARKING ACCESS & REVENUE CONTROL SYSTEM (PARCS)

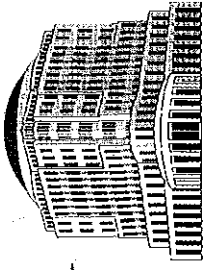
COMPANY NAME & ADDRESS DEPARTMENT/BUREAU	COMPANY REPRESENTATIVE (PLEASE PRINT LEGIBLE YOUR NAME & PROVIDE SIGNATURE)	EMAIL ADDRESS (DO NOT LEAVE IN BLANK)	TELEPHONE #	FAX #
City of Orlando Parking Division	Steven Mojica 	Steven.Mojica@cityoforlando.org	321-231-3741	
Amano McGann, Inc. 1101 N. Keller rd. Suite C. Orlando, FL 32810	Jeff Mills 	Jeff.Mills@AmanoMcGann.com	407 601 1224	
Dario Ferreira/Centimet 13010 Morris Rd. Ste 175 Alpharetta, GA, 30004	Dario Ferreira 	D Ferreira@CENTIMETCORP.COM	404-803-6687	
CHRIS HENDERSON 13010 MORRIS RD. STE. 175 ALPHARETTA, GA: 30004	CHRIS HENDERSON 	CHENDERSON@CENTIMETCORP.COM	404-558-0333	
MIKE HANNLEY AMANO MCGANN 2915 COUNTY ROAD DUNG SUITE B NORCROSS, GA 30071		MICHAEL.HANNLEY@AMANO MCGANN.COM	770-447-8620	

### PROCUREMENT AND CONTRACTS DIVISION

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# CITY OF ORLANDO

Procurement and Contracts Division  
 Presentation Sign-In Sheet - Amano McGann, Inc.



Location: City Hall at One City Commons, 400 South Orange Avenue, Megabyte's Conference Room 4<sup>th</sup> Floor, Orlando, Florida

Date: 6/9/16 Time: 9:30 a.m. Bid Number: RFP15-0235

## Title: PARKING ACCESS & REVENUE CONTROL SYSTEM (PARCS)

COMPANY NAME / ADDRESS / DEPARTMENT / BUREAU	COMPANY REPRESENTATIVE / PLEASE PRINT LEGIBLE YOUR NAME & PROVIDE SIGNATURE	EMAIL ADDRESS / (DO NOT LEAVE IN BLANK)	TELEPHONE #	FAX #
Amano McGann	Mike Briggs	mike.briggs@ amano-mcgann.com	407-697- 1609	407-661- 1361

# CITY OF ORLANDO

Procurement and Contracts Division

Presentation Sign-In Sheet - CAME Americas Automation, LLC

Date: 6/9/16

Time: 12:00 p.m. - 1:30 p.m.

Bid Number: RFP15-0235

Location: City Hall at One City Commons, 400 South Orange Avenue, Megabyte's Conference Room -5<sup>th</sup> Floor, Orlando, Florida

Title: PARKING ACCESS & REVENUE CONTROL SYSTEM (PARCS)

COMMUNICATIONS UNIT PLEASE PRINT YOUR NAME AND PHONE NUMBER IN THESE SPACES		EMAIL ADDRESS IMPORTANT: PLEASE PRINT YOUR NAME AND PHONE NUMBER IN THESE SPACES		TELEPHONE #	FAX #
Procurement & Contracts Div. 400 South Orange Avenue, 4 <sup>th</sup> Floor Orlando, Florida 32801	Lee Donate, Purchasing Agent II	Lee.Donate@cityoforlando.net	(407) 246-2329	(407) 246-2869	
City of Orlando, Transportation Engineering Division	Charles Ramdatt, Chair				
City of Orlando Parking Division	Steven Mojica <i>SM</i>	Steven.mojica@cityoforlando.net	321-231-3741		
Parking Division	Ridzi Palomo <i>RP</i>	Ridzi.Palomo@cityoforlando.net	407-246-3135		
CITY OF ORLANDO PARKING	THOMAS PAPSONERO	THOMAS.PAPSONERO@CITYOFORLANDO.NET	407-246-3769		

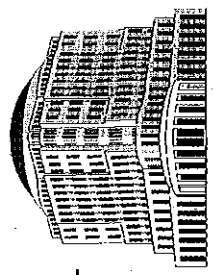
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# CITY OF ORLANDO

Procurement and Contracts Division

Presentation Sign-In Sheet - CAME Americas Automation, LLC



Location: City Hall at One City Commons, 400 South Orange Avenue, Megabyte's Conference Room -5<sup>th</sup> Floor, Orlando, Florida

Date: 6/9/16 Time: 12:00 p.m. - 1:30 p.m. Bid Number: RFP15-0235

Title: PARKING ACCESS & REVENUE CONTROL SYSTEM (PARCS)

COMPANY NAME (PLEASE PRINT)	CONTACT NAME (PLEASE PRINT)	EMAIL ADDRESS (PLEASE PRINT)	PHONE#	FAX#
CITY OF ORLANDO PARKING DIV	Pamela Corbin <i>Pela Corbin</i>	Pamela.corbin@cityoforlando.net	407.246.3766	
CITY OF ORLANDO TRANSP. ENG.	CADE BRAUD <i>CS</i>	cade.braud@cityoforlando.net	321.235.5350	
CITY OF ORLANDO PARKING DIV	S. ZOLLNER <i>S. ZOLLNER</i>	S. ZOLLNER@CITYOFORLANDO.NET	407-246-3809	
IT	Todd Beecher <i>Todd Beecher</i>	Todd.Beecher@cityoforlando.net	407-246-2864	

**Presentation Schedule for RFP15-0235,  
PARKING ACCESS & REVENUE CONTROL SYSTEM (PARCS)**

<b>June 9<sup>th</sup>, 2016</b>				
<b>Time</b>		<b>Proposer</b>	<b>Conference Room</b>	<b>Confirmation</b>
<b>9:15 – 9:30 a.m.</b>		<b>4<sup>th</sup> Advisory Committee Meeting</b>	<b>Megabyte Conf. Room – 5<sup>th</sup> Floor</b>	
<b>9:30 – 11:00 a.m.</b>		<b>Amano McGann, Inc.</b>	<b>Megabyte Conf. Room – 5<sup>th</sup> Floor</b>	
<b>11:00 – 12:00 p.m.</b>		<b>Lunch</b>		
<b>12:00 – 1:30 p.m.</b>		<b>CAME Americas Automation, LLC</b>	<b>Megabyte Conf. Room – 5<sup>th</sup> Floor</b>	
<b>1:30 – 2:30 p.m.</b>		<b>4<sup>th</sup> Advisory Committee Meeting</b>	<b>Megabyte Conf. Room – 5<sup>th</sup> Floor</b>	

**Note:**

- **The Proposers are listed in alphabetical order for presentations.**
- **Presentations are to be sixty (90) minutes to include questions and answers.**

**Connectivity to the City Network:** In our proposed solution, there is no direct connection to the City's network. All our services are hosted in the cloud so table B is not applicable.

B) With respect to connectivity from each of the locations below to the City's network, please complete the following table.

Location Address	Peak Bandwidth Needed	Maximum Acceptable Latency	Protocols Ports Used	Expected Uptime (%)
46 E Amelia St				
112 E Central St				
60 W Pine St				
300 Liberty St				
62 W Jefferson St				
62 W Jefferson St				
53 W Central Blvd				
50 W Washington St				
57 S Hughey Ave				
81 N Hughey Ave				
109 W Pine St				

© Connectivity to the Internet:

With respect to connectivity from each of the locations below to the Internet, please complete the following table.

Location Address	Peak Bandwidth Needed	Maximum Acceptable Latency	Protocols Ports Used	Expected Uptime (%)
46 E Amelia St	8.5Mb	.5 seconds	443	99.95
112 E Central St	5.0Mb	.5 seconds	443	99.95
60 W Pine St	5.0Mb	.5 seconds	443	99.95
300 Liberty St	5.0Mb	.5 seconds	443	99.95
62 W Jefferson St	5.0Mb	.5 seconds	443	99.95
62 W Jefferson St	5.0Mb	.5 seconds	443	99.95
53 W Central Blvd	5.0Mb	.5 seconds	443	99.95
50 W Washington St	5.0Mb	.5 seconds	443	99.95
57 S Hughey Ave	5.0Mb	.5 seconds	443	99.95
81 N Hughey Ave	5.0Mb	.5 seconds	443	99.95
109 W Pine St	5.0Mb	.5 seconds	443	99.95

Notes:

The ports used may change depending on the hosting service and use of VPNs etc.

We expect the internet connectivity to have an Uptime of 99.95 or better. Less than that may cause delays.

D) Proposer Specific Questions, Amano McGann (iParc Professional) System:

Proposal Pg.:

41 How are the IP devices connected?

- IP Telecom System  
Connect via internet to city's master system.
- IP Cameras  
Connect via internet to city's CCTV system or to Amano NVR.
- Handheld units  
Connect to iParcProfessional Cloud server using Cellular to internet.



### Presentation Questions

A) General Questions for Proposers:

1. Does any aspect of the operation of the application require RDP access from contractor?  
For end user operation no. For support management yes.
2. What is the maximum amount of time that any one site (location) can be disconnected from the City network before operations at the site are impacted?  
For a Cloud hosted solution, there is not a specific need to be connected to the City's network for transactional operations. If the IP cameras and VoIP intercoms will utilize a City network, they would be impacted immediately upon disconnection.
3. What is the maximum amount of time that any one site (location) can be disconnected from the internet before operations at the site are impacted?  
There is not a specific time. When internet connection is lost, the City's team won't have access to manage the system (run reports, change card status etc.). Once internet connection is disconnected each device will begin to store data. Capacity limits are as follows:
  - 1000 transactions for card readers
  - 1000 for revenue device transactions (validations, pre-pays, etc.)
  - 500 credit card transactions.
4. Does the application or services require an IP protocol that does not run over TCP?  
No. We no longer use ICMP or such.
5. Are there any aspects of the application that require streaming video?  
Depends on how the cameras will be used. They can either use streaming images or still images.
6. Can media access control address (MAC address) security be enabled on connected devices?  
Our system does not use MAC address as part of its security. However, firewall rules could still be used to manage this type of security.
7. Will TM Security handle provision of access to the application?  
Typically, this is handled by Centrinet but can be managed by TM Security in partnership with Centrinet.
8. Will firmware upgrades to all component devices (handhelds, PC devices, readers, etc) be a part of maintenance? This question is on top of software upgrades.  
Yes.

How will door access readers be used?

These are existing door readers currently being used in the Parking Division offices. They are used to secure the Accounting office, Computer room, Front door, back door and inner front door next to Receptionist.

43 How is encryption enabled on the lane devices?

Lane devices need to be registered on the AMI server and secure connection is made via TLS1.2.

How is the Workday integration planned for? Need more details.

The current interface we have deployed with Workday provides us with a CSV file that we use to populate or update our parker data base with the required permission levels for card holders. Other options could be provided such as sending data to Workday about actual card usages or hourly charges. Handshaking with other systems is something we have significant experience with but we need to know the desired results the City is looking for before providing a spec to agree on.

48 Is the web login secured with SSL?

Yes.

49 How will emails be sent?

- Is there City SMTP service connections from City locations required? Yes

50 Client browser supported is MS IE Explore and FireFox.

- What version of IE is supported? IE11
- What version of FireFox is supported? 41.0.1

How is the Bluetooth handhelds connections secured?

The Handheld requires a PIN to connect using Bluetooth and no personal data is communicated over this technology

What model is the database? (SQL, DB2, Oracle)

MS SQL

55 What phone carrier do your handheld devices support?

Verizon is preferred but also support AT&T, Sprint

Will the printers utilize wireless or physical connections?

The event hand held uses Bluetooth communications to print a receipt and vend the gate after transaction is complete.