



Pittsburgh **PARKING** Authority

The Value Parking Network

30 October 2009

Thank you for considering submitting a proposal in response to the Time and Attendance Request for Proposal (RFP) for the Public Parking Authority of Pittsburgh (PPAP).

The project manager of the Time and Attendance RFP for PPAP is Chris Holt. Mr. Holt will be coordinating the proposal process for PPAP. Complete details of the RFP are listed in the Form of Advertisement published 2 November 2009.

Here is the schedule for selecting a vendor for the Time and Attendance Solution:

Date	Event
2 nd November 2009	Public Advertisement and RFP documents electronically available
9 th November 2009	Pre-Bid meeting 10am at PPAP and site walk through 11am-2pm, 3pm-4pm
11 th November 2009	Addendum 1 distributed
13 th November 2009	Last day to submit questions
16 th November 2009	Addendum 2 distributed
18 th November 2009	Addendum 3 distributed if needed
23 rd November 2009	Proposal/Bids are due
25 th November 2009	Begin Proposal review
December 2009	Presentation of recommendations to PPAP Board for approval

PPAP reserves the right to change the above schedule with notification on the Time and Attendance website <http://xcelic.typepad.com/rfp/>. The list of deliverable for proposal submissions is found on page 5 of the Time and Attendance RFP.

Thank you,

David G. Onorato
Executive Director