



December 23, 2019

**REQUEST FOR PROPOSALS NO. 2020-05
AIRPORT CONSULTANT SERVICES**

The CAA is seeking proposals from qualified firms (individuals, partnerships, companies, and corporations, etc.) to provide professional airport consultant services on an as-needed, task-by-task basis. CAA will accept and review submitted proposals and select the firm or firms most qualified to meet CAA's needs.

Sealed proposals will be received by submitting them electronically (**only**) through <https://ctairports.procureware.com>. The CAA will not accept proposal in any other manner. Firms must be registered to access this Request for Proposal (RFP) document in its entirety and to submit a proposal. Vendors must be registered with procureware to download the RFP in its entirety.

The proposal must be submitted **no later than 1:00 p.m., February 5, 2020**, Eastern Time. Proposals must be uploaded to <https://ctairports.procureware.com>. The official time is the procureware time indicator. No proposals will be able to be posted after the time noted above. **Proposals will not be publicly displayed.** Questions concerning this RFP are due no later than **11:00 a.m., January 22, 2020**.

By submitting a proposal, the firm certifies that it has fully read and understands the RFP, has full knowledge of the scope of work to be provided, and accepts the terms and conditions under which the services are to be performed.

Except for clarifying written questions sent to the CAA, all proposers, including any and all persons acting on their behalf, are strictly prohibited from contacting any employee of the CAA or Board official, on or regarding any matter relating to this RFP from the time the RFP is issued until contract award.

The CAA reserves the right to disqualify any Proposer who contacts any employee of the CAA or Board official, other than the Purchasing Agent, concerning this RFP.