



**REQUEST FOR PROPOSALS NO. 2025-008  
FULL SERVICE GROUND MAINTENANCE  
WINDHAM AND DANIELSON AIRPORTS**

The Connecticut Airport Authority (CAA) is seeking proposals from firms to provide full service ground maintenance to include, but not be limited to: trash removal, snow removal, as well as lawn and miscellaneous general maintenance for both the Windham and Danielson Airports

Proposal documents will be available on **November 27, 2024**, and may be downloaded at: <https://ctairports.procurement.com>. Firms must be registered to access the proposal in its entirety and to submit a proposal.

Due date for proposals is no later than **December 27, 2024, 1:00 p.m. (EST)**. Proposals will not be publicly displayed.

**MANDATORY PRE-PROPOSAL REQUIREMENTS**

The CAA will conduct a **mandatory** pre-proposal meeting/site tour on **December 5, 2024 at 10:00 a.m. (EST)**, at Windham Airport and immediately following at Danielson Airport. The site tour will be limited to two (2) representatives from each firm. **Attendees that arrive more than ten (10) minutes late will not be considered as having attended the conference.**

**COMMUNICATIONS:**

During the period from advertisement of this RFP and until a contract is awarded, proposers shall not contact any employee of the CAA concerning this procurement except in writing via the questions link found at <https://ctairports.procurement.com>. The deadline to submit questions will be **December 12, 2024, 11:00 a.m. (EST)**. The CAA reserves the right to respond to only questions it deems part of the technical process. Responses to questions will be provided to all proposers in the form of an Addendum to the RFP, if the CAA determines it is in its best interest. Any questions received after this time will likely be unanswered. The CAA reserves the right, at its sole discretion, to respond to such questions. If a Proposer has a question related to the technical process after the question deadline noted above, they may reach out to the CAA's Purchasing Agent via e-mail at [procurement@ctairports.org](mailto:procurement@ctairports.org).