Roanoke Regional Airport Commission

and

Interflight Parking Company

Request for Proposals

RFP 19-008

Access and Revenue Control System Equipment Specification

for the

Airport Parking Facility

On behalf of the Roanoke Regional Airport Commission (ROA) and Interflight Parking Company (Interflight) we invite you to submit a proposal for the installation of a new access and revenue control system at the parking facilities identified in this RFP. As such, vendors must include all necessary civil, electrical, mechanical and administrative services as well as equipment and other hardware necessary to deliver a fully functional system. This includes, but is not limited to loops, electrical and communication wiring both in the facilities and to the parking office, servers, computer, equipment movement and installation, conduit, concrete work, wire terminations, training, testing, programming, set-up servers and two months of support service. The installation of the system at this facility will be awarded to a single vendor.

All proposals must be consistent with the format outlined below. Proposals must consist of itemized pricing for each equipment and/or software module as well as the services necessary to deliver a functioning system. In addition, proposals must include the cost to remove and dispose of old equipment.

Electronic proposals for this project are due: May 17, 2019. Vendors must also furnish two (2) copies of its proposal to Interflight. Please note: If there are any discrepancies between the provided copies of the completed RFP, Interflight reserves the right to use the most favorable version as Vendor’s response. Proposals received after the designated time will not be opened and will be removed from consideration. Telephoned and faxed proposals **will not be accepted.**

All hard copy proposals should be mailed to:

***Ethan Spiegelberg cc: Tim Milliron, General Manager***

***Interflight Parking Company, LLC Interflight Parking Company, LLC***

***5500 S. Howell Drive #371158 5202 Aviation Drive***

***Milwaukee, WI 53237 Roanoke, VA 24012***

***espiegelberg@interflightparking.com tmilliron@interflightparking.*com**

**Communications with Interflight Parking Company (IPC)**

**IMPORTANT:** In order to preserve the fairness to all parties participating in the RFP process, you are not authorized to communicate with ROA & Interflight personnel regarding the status of this RFP, ROA & Interflight’s decision, or other questions related to the RFP process other than as expressly permitted by this Section. Violation of this Section may be grounds for ROA & Interflight to disqualify a Supplier. All communications related to this RFP must be directed to the following contact:

**Ethan Spiegelberg Cc: Tim Milliron, General Manager**

**Interflight Parking Company, LLC Interflight Parking Company, LLC**

**5500 S. Howell Drive #371158 5202 Aviation Drive**

**Milwaukee, WI 53237 Roanoke, VA 24012**

**414-747-4561 / espiegelberg@interflightparking.com 540-362-0630 tmilliron@interflightparking.com**

**Questions.** Any questions regarding this RFP must be submitted in writing to Ethan Spiegelberg by email to [espiegelberg@interflightparking.com](mailto:espiegelberg@interflightparking.com) by April 29, 2019 at 5:00 PM EST. Interflight reserves the right, in its sole discretion, to select the questions to which it will respond, the questions that will be edited, and the questions and responses it will share with other suppliers. Due to the number of suppliers participating in the RFP, questions will not be taken or answered in any other manner.