



**REQUEST FOR PROPOSALS
FOR
COMMUNICATIONS & EXTERNAL AFFAIRS UNIFORMS
SOLICITATION NO. 205166
WCAA Small Business Enterprise (SBE) Development Contract**

Action	Date	Time
RFP issued	July 6, 2020	
Pre-Proposal (Virtual) Conference (1) (Recommended/Not Mandatory)	July 14, 2020 (Tuesday)	11:00 AM
Site Tour	Not Applicable	
Pre-Response Question Deadline (Purchasing.questions@wcaa.us)	July 15, 2020	2:00 PM
Proposal Deadline	July 31, 2020	2:00 PM

(1) Pre-Proposal Meeting /

In lieu of an onsite meeting, a virtual (audio-only) Pre-Proposal Meeting concerning this RFP will be held. **See RFP Page 5 Section 2 Instructions and Special Requirements for details.**

Proposal Submittal Location: <https://www.bidnetdirect.com/mitn/wayne-county-airport-authority>
 Registration and Submittal technical assistance: 1-800-835-4603
 Monday – Friday, 8:00 am – 7:30 pm (Eastern Time)
Free and paid subscription registration options available

Procurement Contact: Darwin Hadley, Purchasing Agent
 Phone: (734) 247-7900, Fax: (734) 955-5648
purchasing.questions@wcaa.us

DESCRIPTION: Proposals are being solicited for the purchase of uniforms for the Wayne County Airport Authority (Airport Authority) Communications and External Affairs Department on an as-needed basis. The contract will be for a term of up to four (4) years.

In an effort to grow WCAA SBE opportunities in airport contracting, the Procurement Administrator has designated this project as an SBE Development Contract. Responses to SBE Development Contracts may only be submitted by WCAA SBE Certified firms.

NOTE: Certification status must be active as of the quote deadline.

It is the Proposer’s responsibility obtain and view all solicitation documents and addenda issued by the Wayne County Airport Authority Airport Authority for this RFP.

This RFP, all attachments and addenda are available via the Michigan Intergovernmental Trade Network (MITN) website at <https://www.bidnetdirect.com/mitn/wayne-county-airport-authority>, which is also where all Proposals must be uploaded and submitted through. Free and paid subscription registration options available. The documents may also be accessed via the Wayne County Airport Authority website at: http://apps.metroairport.com/dtw_procurements_app/solicitations.aspx?mode=open, and then clicking on the desired solicitation name.