

**Request for Proposal 23-06NJD
NON-EXCLUSIVE FOOD, BEVERAGE, AND RETAIL CONCESSIONS**

NOTICE OF COMPETITIVE OPPORTUNITY

Lee County Port Authority (Authority) invites the submission of bids from interested and qualified individuals, corporations, partnerships and other legal entities authorized to do business in the state of Florida to compete for the opportunity to provide the specified in this Request for Proposals (RFP). Solicitation documents are available at flylcpa.ionwave.net or by contacting the Purchasing Office.

The following key dates have been established for the non-mandatory pre-proposal meeting, sealed proposal opening, and the deadline for submitting any questions and requests for clarification of any information contained within this RFP.

PRE-PROPOSAL MEETING

☒ A NON MANDATORY PRE-PROPOSAL MEETING has been scheduled for **Wednesday, November 9, 2022, at 10:00 a.m., local time**. The meeting will be conducted remotely through Google Meets. Potential Proposers are encouraged to attend the virtual pre-proposal meeting. The purpose of this meeting is to discuss the requirements and objectives of this RFP. Attendees must have the ability to communicate with the Authority at this meeting in order to provide a company and representative name for the attendance register and to also be able to ask questions or request clarifications. The pre-proposal meeting can only be attended remotely through Google Meets. To access the meeting use this link:

RFP 23-06: Non-Exclusive Food, Beverage, and Retail Concessions Pre-proposal Meeting

Wednesday, November 9 · 10:00am – 11:00am

[Google Meet joining info](#)

Video call link: <https://meet.google.com/sud-ggmj-gxo>

Or dial: +1 620-412-8591 PIN: 182 926 496#

At the pre-proposal meeting, the Authority will attempt to answer all questions received; however, no additions, deletions or modifications to the requirements stated herein will be made unless and until a written addendum to the RFP is issued by the Purchasing Office.

AMERICANS WITH DISABILITIES: Persons needing special accommodation to attend the pre-proposal meeting should contact the Purchasing Office at least five (5) days before the scheduled meeting.

☐ There is no pre-proposal meeting planned for this procurement.

DEADLINE FOR QUESTIONS AND CLARIFICATION REQUESTS

Inquiries or requests for clarifications of any information contained in the RFP must be received no later than Monday, December 5, 2022, by 5:00 p.m. local time. All inquiries, suggestions or requests pertaining to this RFP must be submitted to the designated procurement contact on the cover page. This deadline has been established to maintain fair treatment for all potential Proposers, while ensuring an expeditious selection process.

PUBLIC OPENING OF PROPOSALS

The Authority is accepting electronic submissions in IonWave until Tuesday, January 31, 2023, by 2:00 p.m., local time. Proposals sent in any manner other than electronically to IonWave will not be accepted. **Hard copies, faxed proposals, and electronically submitted proposals sent directly to the Authority will not be accepted.**

Proposals must be submitted in IonWave prior to the deadline for submission. Proposers are responsible for taking all necessary steps to ensure that their proposal is uploaded before the due date and time. The Authority is not responsible for technology and/or any other issues that cause the proposal deadline to be missed. **Proposals will be opened publicly. The opening may be viewed remotely through Google Meets by accessing the following link:**

<https://meet.google.com/htc-fdqs-joj>

Or dial +1 337-359-2858 PIN: 223 477 087#